

# Memorandum

*Making Conservation  
a California Way of Life.*

To: DEPUTY DISTRICT DIRECTORS, Construction  
DEPUTY DIVISION CHIEF, Structure Construction  
CONSTRUCTION MANAGERS  
SENIOR CONSTRUCTION ENGINEERS  
RESIDENT ENGINEERS

Date: August 6, 2021

File: Division of Construction  
CPD 21-16



From: RAMON HOPKINS, Chief  
Division of Construction

Subject: **TRAFFIC CONTROL SYSTEM INSTALLATION AND REMOVAL**

This directive provides for increased safety when installing or removing traffic control systems for stationary closures by requiring the use of impact attenuator vehicles. The required use of impact attenuator vehicles for installation and removal of traffic control system components, including portable advanced warning signs, provides positive protection for highway workers.

Section 12-4.02C(7) "Traffic Control System Requirements," of the Revised *Standard Specifications* dated April 16, 2021, now includes the following requirements for traffic control systems:

- Do not start activities that require an impact attenuator vehicle until the attenuator is in place.
- Use an impact attenuator vehicle to place and remove components of a stationary traffic control system, except on two-lane conventional highways if the impact attenuator vehicle would have to stop within a lane open to traffic to place, maintain, or remove the traffic control system.

Stationary traffic control systems include lane closures, ramp closures and shoulder closures.

For contracts with Revised *Standard Specifications* dated before April 16, 2021, resident engineers must review contract special provisions to verify that the use of an impact attenuator vehicle was specified in Section 12-4.02C(7) to follow behind equipment and workers who are placing and removing components of a closure. If the special provisions do not have the requirements for impact attenuator vehicles, issue a change order to incorporate the specifications in Section 12-4.02C(7), "Traffic Control System Requirements," of the Revised *Standard Specifications*. Attached to this directive are a sample change order memorandum and sample change order to implement impact attenuator vehicle requirements for traffic control systems. This

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and respects the environment"*

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directive serves as delegation of authority from the Division of Construction for change order approval, except when change order language is altered.

Construction field staff should verify that an impact attenuator vehicle is being used for setting and removing traffic control systems at the first traffic control setup on the project and by periodically being present for the setup and removal of traffic control components, including portable advance warning signs and traffic control devices.

If you have questions or comments regarding this directive, contact Chuck Suszko, Division of Construction, at [Chuck.Suszko@dot.ca.gov](mailto:Chuck.Suszko@dot.ca.gov) or (916) 798-6029.

Attachments:

1. Sample Form CEM-4903, "Change Order Memorandum"
2. Sample Form CEM-4900, "Change Order"