



INDIANA DEPARTMENT OF TRANSPORTATION

Design Memo No. 24-06

April 11, 2024

TO: All Design Personnel and Consultants

FROM: /s/Luis A. Laracuenta
Luis A. Laracuenta
Highway Engineering Director

SUBJECT: Interstate Highways Congestion Policy Contract Documents

EFFECTIVE: As noted

The Interstate Highways Congestion Policy (IHCP) governs limitations on operations that reduce the number of lanes, reduce the width of lanes, or otherwise cause congestion to occur on an Interstate route. This memo is a reminder that for projects on the interstate, approved lane and shoulder closure schedules (both pre-approved and exceptions) as well as any mitigation measures must be accurately reflected in contract documents.

Accurate lane and shoulder closure information as well as mitigation measures in the contract documents is essential for safety and operation within our work zones. Several recent projects have failed to include the closure schedule, mitigation measures, or have provided information that did not match the approved IHCP exception.

The designer is responsible for ensuring that the conditions of the IHCP, with or without exceptions, are included in the plans, pay items, and specifications.

Closure Schedule

Whether the closure schedule is pre-approved per the IHCP or granted through an IHCP exception, it must be accurately reflected in RSP 801-T-216, Lane Closures. The RSP should include all closures: lane closures, shoulder closures, ramp closures, as well as rolling slowdowns/temporary stoppages. It is not acceptable to simply reference the approved IHCP exception in the provision. An example IHCP exception and the associated RSP is included at the end of this memo.

Mitigation Measures

When the approved IHCP exception includes mitigation measures, those measures must be included in contract documents (plans, pay items, and specifications). Example mitigation measures are shown in the table at the end of this memo.

Final Tracings Checklist

Effective with contracts letting on or after August 1, 2024, the approved IHCP exception should be included in the Final Tracings submittal. The Final Tracings Checklist and ERMS File Naming Convention document have been revised to include the Approved IHCP Exception. Both documents are available from the [Design Manual Editable Documents](#) webpage, under Design Submittals.

ERMS ID (DOT_## #####)	Document Description	File Type	Remarks (see FT Checklist Additional Instructions)	Description Abbreviation	ERMS Doc. Type
	Interstate Highways Closure Policy Exception	PDF	Interstate projects, if applicable	IHCPExc	Other

Questions

Questions regarding this memo should be directed to the Highway Engineering Division at RoadReviewTeam@indot.in.gov.

Project-specific questions regarding IHCP exceptions should be coordinated with the appropriate District Traffic Engineer.

Example IHCP Exception Mitigation Measures

Additional strategies are discussed in the [INDOT Intelligent Work Zone Toolkit](#), available on the [INDOT Traffic Engineering](#) webpage – Traffic Administration Office – Traffic Standards and Policies.

Mitigation Measure	Provision	Pay Item	Comments
Queue Trucks	801-T-236, Protect the Queue Trucks	801-12652 Queue Truck	
Portable Changeable Message Signs (PCMS)	<i>Standard Specifications</i> section 801.15	801-11642 Portable Changeable Message Sign	INDOT Guidelines for Portable Changeable Message Signs
Temporary Stationary Transverse Rumble Strips	<i>Standard Specifications</i> section 801.12	801-97643 Temporary Buzz Strips	Portable devices should not be used for interstate applications.
Law Enforcement Officer (LEO)	801-R-672, Law Enforcement Officer for Work Zone Safety	801-12324 Law Enforcement Officer	
Automated Work Zone Information System	Unique special provision required	801-12421 Automated Work Zone Information System	
Driver Feedback Signs (Radar Speed Display)	801-T-231, Temporary Speed Feedback Assembly	801-12832 Temporary Speed Feedback Assembly	

Closure Schedule Example

The schedules shown in RSP 801-T-216, Lane Closures, must conform to the approved IHCP exception or pre-approved schedule. Adjustments to an approved schedule must be coordinated with the appropriate Area Engineer and IHCP approving authority.

A sample IHCP exception and completed RSP are shown on the following pages. The base content sections (Interstate Route, Segment, Travel Direction, etc.) in the RSP may need to be duplicated to accommodate different lane and shoulder closure schedules within the project.



Traffic Management Center
8620 East 21st Street
Indianapolis, Indiana 46219

PHONE: (317) 899-8626
FAX: (317) 898-0897

Eric Holcomb, Governor
Michael Smith, Commissioner

Example Approved IHCP Exception Cover Sheet

February 27, 2024

TO: [Name], [Title]

THRU: [Name], District Traffic Engineer
[District] Technical Services *Signature 3/6/2024*

FROM: [Name], Design Manager [District]
Capital Program Management *Signature 3/1/2024*

SUBJECT: Interstate Highway Congestion Policy Exception Request
Pavement Patching
[Interstate 00] in the Northbound and Southbound Directions - Various Location from 2.91 mi N of SR [B] to [distance] mi S of US [000] (MM 000.1 to MM 100.1) in [Name] County
Contract No. M-00000 Des. No. 0000000

We have reviewed the attached policy exception request and concur with the analyses presented.

IHCP Allowable Closure: Single Lane Closure – Nighttime Only
Shoulder Closure – 9A to 3P, 7P to 6A, M-F & Weekend

Requested Closures: Shoulder Closure - 24/7
Single Lane Closure - additional non-nighttime hours will be permitted as shown in Tables 1 and 2
Double Lane Closure - hours will be permitted as shown in Tables 1 and 2

↑
Approved closure schedule. Include all information in RSP 801-T-216, Lane Closures.

Interstate Highway Congestion Policy Exception Request
 Contract M-00000 Des 0000000
 February 27, 2024
 Page 2

**Replicate table or include screen capture
 in Approved closure schedule section of RSP 801-T-216**

Table 1 Minimum Number of Open Lanes, I-65 Southbound MM 223.2-239 (2 Lane Section) Phases 1-2

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Midnight to 1 am	1	1	1	1	1	1	1
1 am to 2 am	1	1	1	1	1	1	1
2 am to 3 am	1	1	1	1	1	1	1
3 am to 4 am	1	1	1	1	1	1	1
4 am to 5 am	1	1	1	1	1	1	1
5 am to 6 am	1	1	1	1	1	1	1
6 am to 7 am	1	1	1	1	2	1	1
7 am to 8 am	2	2	2	2	2	1	1
8 am to 9 am	2	2	2	2	2	2	1
9 am to 10 am	2	2	2	2	2	2	2
10 am to 11 am	2	2	2	2	2	2	2
11 am to Noon	2	2	2	2	2	2	2
Noon to 1 pm	2	2	2	2	2	2	2
1 pm to 2 pm	2	2	2	2	2	2	2
2 pm to 3 pm	2	2	2	2	2	2	2
3 pm to 4 pm	2	2	2	2	2	2	2
4 pm to 5 pm	2	2	2	2	2	2	2
5 pm to 6 pm	2	2	2	2	2	1	2
6 pm to 7 pm	2	2	2	2	2	1	2
7 pm to 8 pm	2	2	2	2	2	1	2
8 pm to 9 pm	2	2	2	2	2	1	2
9 pm to 10 pm	1	1	1	1	1	1	1
10 pm to 11 pm	1	1	1	1	1	1	1
11 pm to Midnight	1	1	1	1	1	1	1

Table 2 Minimum Number of Open Lanes, I-65 Northbound MM 223.2-239 (2 Lane Section) Phases 1-2

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Midnight to 1 am	1	1	1	1	1	1	1
1 am to 2 am	1	1	1	1	1	1	1
2 am to 3 am	1	1	1	1	1	1	1
3 am to 4 am	1	1	1	1	1	1	1
4 am to 5 am	1	1	1	1	1	1	1
5 am to 6 am	1	1	1	1	1	1	1
6 am to 7 am	1	1	1	1	1	1	1
7 am to 8 am	2	2	2	2	2	1	1
8 am to 9 am	2	2	2	2	2	1	1
9 am to 10 am	2	2	2	2	2	2	1
10 am to 11 am	2	2	2	2	2	2	2
11 am to Noon	2	2	2	2	2	2	2
Noon to 1 pm	2	2	2	2	2	2	2
1 pm to 2 pm	2	2	2	2	2	2	2
2 pm to 3 pm	2	2	2	2	2	2	2
3 pm to 4 pm	2	2	2	2	2	2	2
4 pm to 5 pm	2	2	2	2	2	2	2
5 pm to 6 pm	2	2	2	2	2	2	2
6 pm to 7 pm	2	2	2	2	2	2	2
7 pm to 8 pm	2	2	2	2	2	2	2
8 pm to 9 pm	1	1	1	1	2	1	1
9 pm to 10 pm	1	1	1	1	1	1	1
10 pm to 11 pm	1	1	1	1	1	1	1
11 pm to Midnight	1	1	1	1	1	1	1

Minimum Open Lanes: 1 lane in each direction will remain open during the closure periods.
Anticipated Start of Closures: May 2024
Expected Duration of Closure: Summer 2024
Lane Width: 11 ft.
Shoulder Width: Varies
Type of barrier used: Zipper Wall

The analysis indicates that queues within policy limits are anticipated from this closure.

Policy Exception Approved:

Signature _____ Date _____
[Approving Authority Name]
[Title]

Enclosures: Policy Exception Request, Queue Analysis

- cc: [Name] Director, Traffic Operations, Indianapolis Traffic Management Center
- [Name] Supervisor, Work Zone Safety Section, Indianapolis Traffic Management Center
- [Name] Director, Construction Division, [Name] District
- [Name] Area Engineer, Construction Division, [Name] District
- [Name] Director, Technical Services Division, [Name] District
- [Name] Director, Highway Maintenance Division, [Name] District
- [Name] District Traffic Engineer, Technical Services, [Name] District
- [Name] Design Manager, Capital Program Management, [Name] District
- [Name] In-House Services, Capital Program Management, [Name] District
- [Name] Project Manager, Capital Program Management, [Name] District
- [Name] Director, Public Relations, [Name] District

Example mitigation measures from approved IHCP exception

ABBREVIATED TRANSPORTATION MANAGEMENT PLAN (TMP)

The following Abbreviated TMP will be followed throughout the construction of this project:

Traffic Control Plan (TCP)

The following is an outline of the TCP:

- The PE/PS (or the Contractor if so designated by the PE/PS) will notify the TMC at least 3 days ahead of any MOT change so that the appropriate ATIS messages (if available) can be displayed to inform motorists of the upcoming closure and for general information concerning the status of traffic operations on the Interstate Highways. The E mail addresses for these notifications are: indpc@isp.IN.gov and indytmc@indot.IN.gov. The PE/PS (or the Contractor if so designed by the PE/PS) shall call the TMC (317 899 8690x1) immediately prior to implementing any lane or shoulder restriction as a final notification and to provide project contacts / phone numbers that will be available for the duration of the restriction.
- All lane or shoulder restrictions will be closed and/or shifted in accordance with the IMUTCD and INDOT Specifications 105, 107 and 801.
- Unless determined otherwise by the PE/PS based on site conditions, Portable Changeable Message Signs (PCMS's) will be placed approximately 2 miles ahead of the construction signing to alert drivers that they should expect stopped or slowed traffic. If queuing is observed, extending within a ¼ mile of the PCMS's, the Contractor will adjust the PCMS placement to a position where they are at least ½ mile (but not more than 2 miles) in advance of the maximum observed queue.
- PCMS's shall be installed in accordance with the *INDOT Guidelines for Portable Changeable Message Signs (PCMS)*. The guidelines can be found at: <http://www.in.gov/dot/div/contracts/design/PCMS.pdf>. Care should be used to monitor the excessive queues and place the PCMS's in advance of the observed queues to mitigate the risk to all stakeholders.
- Temporary Transverse Rumble Strips should be incorporated into the lane restrictions and placed in advance of the queues.
- Back of Queue Protection will be implemented with queue trucks equipped with "Be prepared to Stop" signs.
- If any lane closure occurs, other than what is allowed under this exception request, liquidated damages will be assessed as specified in the contract.
- LEO support for the work zones will be utilized as part of this contract. Automated Work Zone Information System will be utilized in advance of the observed queues.

801-T-216 LANE CLOSURES

(Revised 11-17-17)

The following closure schedule has been approved for this contract. Lanes shall be closed or restricted only during these times.

Interstate Route: I-00

Segment: from exit MM 000.1 to exit MM 100.1

Travel direction: Southbound, Northbound

Number of lanes that may be restricted or closed: Shoulder

Approved closure schedule:

Shoulder closure 24/7

Additional conditions:

Base
content

Base content duplicated to accomodate directional lane closure information. Do not otherwise modify.

Interstate Route: I-00

Segment: from exit MM 000.1 to exit MM 050.0

Travel direction: Southbound, Phases 1 and 2

Number of lanes that may be restricted or closed: See Table 1

Approved closure schedule:

Table 1 Minimum Number of Open Lanes, I-00 Southbound MM 000.1- 050.0 (2 Lane Section) Phases 1-2

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Midnight to 1 am	1	1	1	1	1	1	1
1 am to 2 am	1	1	1	1	1	1	1
2 am to 3 am	1	1	1	1	1	1	1
3 am to 4 am	1	1	1	1	1	1	1
4 am to 5 am	1	1	1	1	1	1	1
5 am to 6 am	1	1	1	1	1	1	1
6 am to 7 am	1	1	1	1	2	1	1
7 am to 8 am	2	2	2	2	2	1	1
8 am to 9 am	2	2	2	2	2	2	1
9 am to 10 am	2	2	2	2	2	2	2
10 am to 11 am	2	2	2	2	2	2	2
11 am to Noon	2	2	2	2	2	2	2
Noon to 1 pm	2	2	2	2	2	2	2
1 pm to 2 pm	2	2	2	2	2	2	2
2 pm to 3 pm	2	2	2	2	2	2	2
3 pm to 4 pm	2	2	2	2	2	2	2
4 pm to 5 pm	2	2	2	2	2	2	2
5 pm to 6 pm	2	2	2	2	2	1	2
6 pm to 7 pm	2	2	2	2	2	1	2
7 pm to 8 pm	2	2	2	2	2	1	2
8 pm to 9 pm	2	2	2	2	2	1	2
9 pm to 10 pm	1	1	1	1	1	1	1
10 pm to 11 pm	1	1	1	1	1	1	1
11 pm to Midnight	1	1	1	1	1	1	1

Additional conditions:

Base content duplicated to accomodate directional lane closure information. Do not otherwise modify.

Interstate Route: I-00

Segment: from exit MM 000.1 to exit MM 050.0

Travel direction: Northbound, Phases 1 and 2

Number of lanes that may be restricted or closed: See Table 2

Approved closure schedule:

Phases 1 and 2

Table 2 Minimum Number of Open Lanes, I-00 Northbound MM 000.1- 050.0 (2 Lane Section) Phases 1-2

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Midnight to 1 am	1	1	1	1	1	1	1
1 am to 2 am	1	1	1	1	1	1	1
2 am to 3 am	1	1	1	1	1	1	1
3 am to 4 am	1	1	1	1	1	1	1
4 am to 5 am	1	1	1	1	1	1	1
5 am to 6 am	1	1	1	1	1	1	1
6 am to 7 am	1	1	1	1	1	1	1
7 am to 8 am	2	2	2	2	2	1	1
8 am to 9 am	2	2	2	2	2	1	1
9 am to 10 am	2	2	2	2	2	2	1
10 am to 11 am	2	2	2	2	2	2	2
11 am to Noon	2	2	2	2	2	2	2
Noon to 1 pm	2	2	2	2	2	2	2
1 pm to 2 pm	2	2	2	2	2	2	2
2 pm to 3 pm	2	2	2	2	2	2	2
3 pm to 4 pm	2	2	2	2	2	2	2
4 pm to 5 pm	2	2	2	2	2	2	2
5 pm to 6 pm	2	2	2	2	2	2	2
6 pm to 7 pm	2	2	2	2	2	2	2
7 pm to 8 pm	2	2	2	2	2	2	2
8 pm to 9 pm	1	1	1	1	2	1	1
9 pm to 10 pm	1	1	1	1	1	1	1
10 pm to 11 pm	1	1	1	1	1	1	1
11 pm to Midnight	1	1	1	1	1	1	1

Additional conditions: