

# Alabama Department of Transportation

## Reverse Laning of Interstate 65

### Exit 96 Interchange Team Leader Checklist – Location #14

Note: The steps in this checklist have been numbered to match the master checklist. Steps from the master checklist that are not included in this checklist are noted.

#### **General**

- Do not let traffic at your location enter the contraflow lanes unless you have contacted the Area Maintenance Engineer and received approval to do so.
- Make sure your vehicle is equipped with an ALDOT two-way radio. This will allow you to communicate when you are in areas that have limited cell coverage.
- This checklist contains references to the Area Maintenance Engineer (AME). The AME will designate someone on his/her staff as your contact for communication. Unless you are advised differently at a later time, that person will be your point of contact anytime there is communication between you and the AME.

AME Contact: \_\_\_\_\_ Primary Phone #: \_\_\_\_\_

- When reporting events to the AME, include the time at which the event occurred.
- When reporting times, use the time shown on your Cellular Device.
- Team Members are to print and carry a copy of the Master Checklist in order to better follow the overall progress of plan, especially during those steps that are omitted from this individual checklist. The Master Checklist should be printed on 11x17 paper for best viewing.
- Team Members are to carry State Highway Maps for distribution to travelers as needed. When they are available, Team Members are to also carry copies of the ALDOT Hurricane Evacuation Brochures for distribution to travelers.
- Team Members should be readily identifiable by travelers as ALDOT employees. Wear safety vests and caps with ALDOT stencils during warm weather. During inclement weather, wear the reversible rain jacket previously supplied.
- When contraflow is used, it should be scheduled for daytime hours. However, Team Members should arrive on-site prepared for an extended period of operation should traffic conditions warrant it. For planning purposes, bring sufficient food, clothing, medicines, etc., for an additional 12 hours of operation.



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**Level 1 (Beginning of Hurricane Season)**

No action required.

**\*\*\* Steps not included in this checklist: 1**

**Level 2 (Hurricane Watch declared)**

Completed	Date/Time	Activity
2. <input type="checkbox"/>	_____	The Team Leader is notified by the Central Office that a hurricane watch is in effect. Team Leader is advised that he/she is on-call.

**\*\*\* Steps not included in this checklist: 3 and 4**

5. <input type="checkbox"/>	_____	The Team Leader contacts the Assistant Team Leader.
6. <input type="checkbox"/>	_____	The Team Leader makes sure that the following minimum items are on-hand for him/herself and for the Assistant Team Leader: 1) safety vests, 2) flashlights, 3) extra batteries, 4) traffic flags, 5) rain suits, 6) cooler with drinks, 7) traffic counter, 8) first aid kit and 9) food.

**Level 3 (Hurricane Warning Declared)**

Completed	Date/Time	Activity
7. <input type="checkbox"/>	_____	The Team Leader is notified by the Central Office that a hurricane warning is in effect. The Team Leader is provided with most current information on hurricane location, speed, strength and expected time and location of landfall.

**\*\*\* Steps not included in this checklist: 8 thru 10**

11. <input type="checkbox"/>	_____	The Team Leader contacts the Assistant Team Leader. Team Members are to travel as needed so that they are not more than two hours away from their assigned location.
12. <input type="checkbox"/>	_____	The Team Leader contacts the Central Office and advises their status and location from which they will mobilize and provides phone, radio and Southern LINC numbers by which they can be reached.

**\*\*\* Steps not included in this checklist: 13 thru 17**

**Level 4 (Implementation of Reverse Laning)**

18. <input type="checkbox"/>	_____	The Central Office notifies the Team Leader that I-65 will be reversed , relays the time that the reversal will start and establishes the arrival time at the assigned location.
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- | Completed                    | Date/Time | Activity  |
|------------------------------|-----------|---|
| 19. <input type="checkbox"/> | _____     | The Team Leader contacts the Assistant Team Leader, advises that I-65 will be reversed and relays the designated start time and arrival time. |

**\*\*\* Steps not included in this checklist: 20 thru 21**

- |                              |       |  |
|------------------------------|-------|--|
| 22. <input type="checkbox"/> | _____ | The Team Leader and the Assistant Team Leader arrive at their assigned location.       |
| 23. <input type="checkbox"/> | _____ | The Team Leader reports to the Mobile Area Maintenance Engineer that they are on site. |

**\*\*\* Steps not included in this checklist: 24**

- |                              |       |   |
|------------------------------|-------|---|
| 25. <input type="checkbox"/> | _____ | The Team Leader confers with local Mobile Area Maintenance personnel and confirms that all traffic control devices are on site and ready to be placed into final position when needed.  |
| 26. <input type="checkbox"/> | _____ | The Team Leader contacts the Mobile Area Maintenance Engineer and confirms that the reverse laning procedure is ready to be implemented at the assigned location. Team leader advises Mobile Area Maintenance Engineer as to availability of DPS troopers at that location. |

**\*\*\* Steps not included in this checklist: 27 thru 29**

- |                              |       |  |
|------------------------------|-------|--|
| 30. <input type="checkbox"/> | _____ | The Mobile Area Maintenance Engineer notifies the Team Leader to begin the reverse laning procedure. |
|------------------------------|-------|--|

**\*\*\* Steps not included in this checklist: 31**

- |                              |       |  |
|------------------------------|-------|--|
| 32. <input type="checkbox"/> | _____ | I-65 South on-ramp will be barricaded and no traffic allowed to enter. |
|------------------------------|-------|--|

**\*\*\* Steps not included in this checklist: 33 thru 44**

- |                              |       |  |
|------------------------------|-------|--|
| 45. <input type="checkbox"/> | _____ | When the Assistant Team Leader from Location #18 passes this location while traveling south on I-65 SB, he/she notifies the Team Leader and reports on any traffic problems noted between Location #14 and Location #15. |
|------------------------------|-------|--|

ATL 18: \_\_\_\_\_ Primary Phone #: \_\_\_\_\_

- |                              |       |  |
|------------------------------|-------|--|
| 46. <input type="checkbox"/> | _____ | The Team Leader reports to the Mobile Area Maintenance Engineer that the Assistant Team Leader driving south has passed his/her location and summarizes any traffic problems reported for the segment between Location #14 and Location #15. |
|------------------------------|-------|--|

**\*\*\* Steps not included in this checklist: 47 thru 52**



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Completed	Date/Time	Activity
53.	<input type="checkbox"/>	<p>When the Assistant Team Leader from Location #18 passes this location while traveling northbound on I-65 SB, he/she reports to the Team Leader. Any observed problems, incidents, vehicles parked on the shoulders, etc., between Location #13 and Location #14 are included in this verbal report.</p> <p>If Assistant Team Leader from Location #18 meets any southbound traffic while driving northbound on I-65 SB, he/she will attempt to flag the vehicle down to redirect it. If the encountered vehicle continues southward, then the Assistant Team Leader from Location #18 will notify the Team Leader at the nearest interchange south that there is a vehicle headed towards them.</p>
<p><b>*** Steps not included in this checklist: 54 thru 56</b></p>		
57.	<input type="checkbox"/>	<p>The Team Leader reports to the Mobile Area Maintenance Engineer that the Assistant Team Leader from Location #18 has passed his/her location driving north and summarizes any traffic problems reported for the segment between Location #13 and Location #14.</p>
<p><b>*** Steps not included in this checklist: 58</b></p>		
59.	<input type="checkbox"/>	<p>After handling any problems reported, the Team Leader reports to the Mobile Area Maintenance Engineer that the segment between Location #13 and #14 is clear and ready for reverse laning.</p>
<p><b>*** Steps not included in this checklist: 60 thru 66</b></p>		
67.	<input type="checkbox"/>	<p>The Mobile Area Maintenance Engineer notifies the Team Leader that traffic is now moving northward on I-65 South.</p>
<p><b>*** Steps not included in this checklist: 68 thru 79</b></p>		
80.	<input type="checkbox"/>	<p>The Team Leader notifies the Mobile Area Maintenance Engineer when the initial wave of reversed direction traffic from Initial Crossover reaches his/her location.</p>
81.	<input type="checkbox"/>	<p>The Team Leader and Assistant Team Leader remain at their assigned location and respond as needed while traffic moves northward. Vehicles desiring to exit the reversed traffic lanes will be permitted to do so by the temporary removal of the traffic barricades from the on ramps.</p>
82.	<input type="checkbox"/>	<p>The Team Leader and Assistant Team Leader monitor traffic at their assigned location. As needed, the Team Leader advises the Mobile Area Maintenance Engineer on the status of traffic. In addition, they report traffic counts when contacted by the Central Office.</p>



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**\*\*\* Steps not included in this checklist: 83 thru 88**

89.  \_\_\_\_\_ The Mobile Area Maintenance Engineer notifies the Team Leader when the reverse laning plan is to be terminated.

**\*\*\* Steps not included in this checklist: 90 thru 97**

98.  \_\_\_\_\_ If an obstruction is encountered by the Assistant Team Leader from Location #1, the Area Maintenance Engineer will contact each Team Leader north of the obstruction, advise him/her that the Assistant Team Leader from Location #1 will be delayed and then relay to him/her the obstruction type, location and estimated clearance time.
99.  \_\_\_\_\_ If the Assistant Team Leader from Location #1 encounters an obstruction to the contraflow travelway, the Mobile Area Maintenance Engineer may dispatch the Assistant Team Leader from this location to travel northbound on the contraflow lanes. If dispatched, the Assistant Team Leader from this location should be prepared to travel to the North Terminus.
100.  \_\_\_\_\_ The dispatched Assistant Team Leader from this location scouts for additional travelway obstructions as he/she travels north. He/she **does not** contact the Team Leaders as each interchange is passed. He/she instead updates the appropriate Area Maintenance Engineer when reaching each interchange. If a travelway obstruction is found, he/she notifies the appropriate Area Maintenance Engineer, describes the obstruction and waits there.

**\*\*\* Steps not included in this checklist: 101 thru 102**

103.  \_\_\_\_\_ The Team Leader is contacted by the Assistant Team Leader from Location #1 trailing the end of the reversed traffic when he/she passes the Team Leader's location.
104.  \_\_\_\_\_ The Team Leader notifies the Mobile Area Maintenance Engineer that the DOT trailing vehicle has passed his/her location and that termination of the reverse laning plan is beginning for this location.

**\*\*\* Steps not included in this checklist: 105 thru 106**

107.  \_\_\_\_\_ Traffic barricades are removed from the on-ramp for I-65 South.
108.  \_\_\_\_\_ Traffic control devices and signs are taken down, moved, covered and/or flipped up.

**\*\*\* Steps not included in this checklist: 109 thru 111**



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Completed   Date/Time   Activity \_\_\_\_\_

112.  \_\_\_\_\_ The Team Leader, Assistant Team Leader and State Troopers remain at assigned locations until released by the Mobile Area Maintenance Engineer to prevent traffic from operating in contraflow mode.

**\*\*\* Steps not included in this checklist: 113**

114.  \_\_\_\_\_ The Mobile Area Maintenance Engineer notifies the Team Leader to release the DOT personnel from their assigned location.

**\*\*\* Steps not included in this checklist: 115 thru 116**

**\*\*\* End of Check List \*\*\***



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