



# | Location Work Hour Restrictions Checklist for Open-End Projects

<b>Project Title</b>	
<b>Contract Number</b>	
<b>Federal Aid Project Number</b>	
<b>Work Order Location</b>	
<b>Project Schedule</b>	
Anticipated Construction Start	
Anticipated Construction Duration	
<b>Maintenance of Traffic/Safety Considerations</b>	
Maintenance of Traffic Breakout Sheet Needed? (For All-Inclusive MOT Only)	Yes No
Work hour/lane closure restriction table	Yes No
Road closures/detours	Yes No
Pedestrian/bicyclist MOT/detours	Yes No
Holiday/event/seasonal restrictions	Yes No
Traffic Officers Needed? Est. Calendar Days?	Yes No
Portable Changeable Message Boards Needed? New traffic pattern notifications	Yes No
ATSSA supervisor requirement	Yes No
TMP monitoring (e.g., signal timing adjustments along detour routes)	Yes No
Coordination required with adjacent project(s) work zones	Yes No
Property owner/business notifications	Yes No
<b>Contractor Performance Requirements</b>	
Disincentive Spec (Damages based on User Cost Delay)	Yes No
Incentive Spec (Incentive payment for meeting schedule milestone dates)	Yes No
Interim Milestone Dates	Yes No
<b>Public Outreach Efforts to be Performed by Community Relations</b>	
Legislator briefing (list timing and frequency)	Yes No
Public Workshop (list timing and frequency)	Yes No
Community Advisory Meetings (list timing and frequency)	Yes No



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Personal meetings with stakeholders (list timing and frequency)	Yes No
Press Release (list timing and frequency)	Yes No
Project Newsletter (list format, timing and frequency)	Yes No
Create and maintain project webpage (list update frequency)	Yes No
Radio Spot (list timing and frequency)	Yes No
TV Spot (list timing and frequency)	Yes No
<b>Statement Status</b>	
Traffic Statement	Completed
<i>Sign Shop involvement</i>	Yes No
<i>Signal Construction involvement</i>	Yes No
Utility Statement	Completed
<i>"Make-ready" Utilities/Power Feeds</i>	Yes No
<i>Leased/tariff lighting</i>	Yes No
ROW Statement	Completed
Environmental Statement	Completed
Railroad Statement	Completed
<b>In Concurrence:</b>	
<b>Signature</b>	<b>Date</b>
_____	_____
Project Manager	
_____	_____
Safety Programs Manager, Traffic	
_____	_____
Chief, Community Relations	

Note: Attach completed checklist to Maximo work order