DATE:   December 3, 1998

TO:   Region Engineers  
      Region Associate Delivery Engineers  
      Region Construction Engineers  
      Resident/Project Engineers  
      TSC Managers

FROM:   C. Thomas Maki  
         Chief Operations Officer  

         Gary D. Taylor  
         Chief Engineer/Deputy Director  
         Bureau of Highway Technical Services

SUBJECT:   Bureau of Highway Instructional Memorandum 1998-11  
           Special Provisions for Maintaining Traffic

Due to the nature of special provisions for maintaining traffic, these provisions will be exempt from the 
Construction and Technology (C&T) approval process but will be reviewed and approved at the TSC or 
region level instead. These provisions, which are often the last document to be prepared for inclusion in 
the proposal, do not lend themselves to meaningful review by C&T staff engineers. This region or TSC 
level review should continue to ensure maintaining traffic plans that will result in quality project traffic control 
that properly coordinates with other area projects.

The Lansing C&T staff remains available to review and comment on those provisions that involve complex 
or unique maintaining traffic plans. This review may be coordinated through the Engineer of Specifications. 
Project managers are cautioned against using the maintaining traffic special provision as a catch-all provision 
and to continue to follow the approval format and author code guidelines. Regions should include an 
approval code similar to the C&T approval in order to ensure the checks and balances of a review process. 
The recommended approval code format is: APPR:REGION CODE:REVIEWER’S INITIALS, where 
the region codes are the same as those used for author codes (SUP, NOR, GR, BAY, SWR, UNIV, 
MET) on special provisions.

__________________________________________  
Chief Operations Officer
Subject Index: Special Provisions
C&T:JR:jp
cc: Lansing C&T Engineers
Lansing C&T Technicians
M. Frierson
P. Miller
A. Suber
T. Maki
G. Taylor
J. Klee
S. Kulkarni
J. Reincke
R. Knapp
J. Ruszkowski
B. Jay
V. Blaxton
K. Trentham
J. Steele
MRBA
MAPA
MCPA
MCA
MAA
ATSSA
AUC