

## Special Traffic Requirements

The contractor shall notify the following departments three (3) working days prior to any street closure.

Department	Phone	Fax	Email
Traffic Engineering	591-5500	591-5533	kwarren@cityoftacoma.org
Tacoma Fire Department	591-5733	591-5034	kmueller@cityoftacoma.org
Tacoma Police - Operations	591-5954	594-7842	
LESA	798-4721	798-2708	
Pierce Transit	581-8109	589-6364 or 589-6367	
Pierce Transit Events Coordinator	581-8001	984-8161	
Public Works/Streets & Grounds	591-5495	591-5302	
School Transportation Office	571-1853	571-1932	
Durham School Services		475-0422	
First Students		272-7799	
UWT Facilities Services		692-5705	
Off-Duty Police Officer	591-5932		TacomaPoliceEvents@cityoftacoma.org
Tacoma Refuse	591-5544	591-5547	

### Include the following information when notifying the above departments.

- Name of street to be closed & the extent of the closure (between which two roads).
- Stipulate whether or not the area is to be open to local traffic & emergency vehicles.
- State the date(s) & hour(s) the closure will be in effect.
- Give the reason for the closure.
- Provide detour information.
- State who/which firm is performing the work.
- Provide the name and telephone number of a contact person.

### Recommended Publications

As a contractor you will have many opportunities for setting up traffic control. To comply with national standards, we recommend having the MUTCD (Manual on Uniform Traffic Control Devices) for future reference.

To order hard copies or CD versions of the MUTCD please go to one of the links below:  
American Association of State Highway Organizations at: <https://bookstore.transportation.org/>  
Institute of Traffic Engineers at: <http://www.ite.org/bookstore/index.asp>  
American Traffic Safety Services Association at: <http://www.atssa.com/>

### Things to Think About

Before the traffic control plan is drawn visit the site and look for special circumstances that may be unique to the area. For example work being done on the sidewalk may be a hazard if someone walks out a door into your wet cement or a tool may fall on someone's head if someone is in a lift washing windows. Call Pierce Transit if you need to do work at a bus stop. Transit will inform citizens and move or temporarily close the stop. Keep in mind that pedestrians need 5' of unobstructed walking area. If roadwork needs to be done on an arterial street, traffic control devices shall be removed during peak hour traffic (7am to 9am and 4pm to 6pm). For further information see our TRAFFIC CONTROL HANDBOOK.

<http://www.cityoftacoma.org/>  
<http://wspwit01.ci.tacoma.wa.us/govME/Admin/Inter/StartPage/default.aspx>  
[http://wspwit01.ci.tacoma.wa.us/download/PDF/Traffic\\_Control\\_Handbook.pdf](http://wspwit01.ci.tacoma.wa.us/download/PDF/Traffic_Control_Handbook.pdf)