



# INDIANA DEPARTMENT OF TRANSPORTATION

*Driving Indiana's Economic Growth*

## Design Memorandum No. 17-08 Policy Change

April 21, 2017

**TO:** All Design, Operations, and District Personnel, and Consultants

**FROM:** /s/Mike Bowman  
Mike Bowman  
Director  
TMD Operations

**SUBJECT:** 2017 Interstate Highways Congestion Policy (IHCP)

**SUPERSEDES:** Design Memo 14-12

**EFFECTIVE:** Ready for Contracts on or after March 7, 2017

The 2017 Interstate Highways Congestion Policy (IHCP) is now in effect and replaces the 2014 IHCP and all previous Interstate Lane Closure Policies and is required for contracts on the effective date shown above. This policy should be incorporated into daily operations and maintenance activities immediately.

All existing approved policy exceptions (“waivers”) to a prior IHCP remain valid.

The 2017 IHCP contains a number of key changes:

- The update reflects the changing role of the Work Zone Safety Section, which is transitioning from an emphasis on the Review and Approval process to an emphasis on Quality Assurance. Requests for IHCP Exceptions will now be submitted to the Technical Services Division of the applicable district. Policy Exception approvers have changed as discussed in Appendix C – Policy Exceptions. The list of specific district contacts for policy exceptions will be maintained on the Department’s Interstate Highway Congestion Policy webpage at <http://www.in.gov/indot/3383.htm>.

- This update provides for a simpler process to make minor changes to the policy. Tables and templates have been removed from the policy document into a separate documents so that they could be updated without requiring the entire policy to be updated. The Policy document now consists of two separate parts.
- Lane capacities in work zones (Table C-3) have been increased by approximately 10%.
- Appendix C has been rewritten to provide improved guidance and clarity on the preparation of exceptions.

A new mailing list has been established that will be used to notify subscribers of updates to the policy, associated tables, templates and tools provided on the IHCP website. Please sign up to the mailing list to keep abreast of updates to the policy. The IHCP and additional IHCP resources, including a link to sign up for the mailing list, are available from the webpage.

The Work Zone Safety Section will be holding training sessions on the preparation of an IHCP Exception. Those involved with the preparation of IHCP Exceptions are requested to attend the training which will be offered at four locations. See the attached flyer for additional information.

Questions regarding the IHCP should be directed to Mischa Kachler, Work Zone Safety Section Supervisor, at (317) 899-8604 or [mkachler@indot.in.gov](mailto:mkachler@indot.in.gov).



# INTERSTATE HIGHWAYS CONGESTION POLICY EXCEPTION PREPARER TRAINING

## WHAT?

The INDOT Work Zone Safety Section will be holding training for preparing Exceptions to the Interstate Highways Congestion Policy (IHCP). There is no fee to attend this 2-day course.

## WHO?

This class is intended for Consultant and INDOT Designers, Construction Personnel, INDOT Maintenance Staff, INDOT Permit Investigators and others that will be responsible for the preparation of IHCP Exception requests. This class can serve as a refresher for anyone responsible for reviewing or approving IHCP Exceptions.

## WHY?

Upon completion of the course, participants will have a better understanding of:

- The 2017 INDOT Interstate Highways Congestion Policy and notable revisions.
- Resources available from the Work Zone Safety Section web page.
- Tools to be used in the preparation of an IHCP Exception request.
- How to access interstate traffic counts and make appropriate adjustments for use in IHCP Exceptions.
- An overview of the queue analysis methodology used in the preparation of IHCP Exceptions.
- How to conduct a queue analysis to account for lane closures or other restrictions (i.e. reduced lane width, shoulder closures, etc.).
- How to determine the burden of traffic on detour routes due to interstate ramp closures.
- How to summarize the results of the above analyses.
- How to prepare and submit an IHCP Exception request package.
  - Content and documentation requirements
  - Routing and approval

## REGISTRATION

Click this link to sign up at [SignUpGenius.com](http://SignUpGenius.com). The class will include in-class exercises and demonstrations. Laptops are recommended.



**Attendees will earn 10.5 Professional Development Hours.**

- **YOU MUST REGISTER PRIOR TO ATTENDING.**
- There is no fee to attend this 2-day course.
- Attendance is required for both days.
- INDOT staff will be responsible for their own travel costs.
- All classes will begin promptly at 8:30 AM and end at 4:00 PM. Breaks will be provided as well as 1 hour for lunch both days.
- Additional classes may be offered based on the level of response.

## WHERE?

Training will be offered at four locations:

### SOUTHERN INDIANA

INDOT Bloomington Sub District Office  
2965 N. Prow Road  
Bloomington, IN 47404  
May 8-9, 2017  
Monday & Tuesday  
8:30 AM – 4:00 PM both days  
Maximum 25 participants

### CENTRAL INDIANA

INDOT Indianapolis Sub District Office  
7105 E. Brookville Rd  
Indianapolis, IN 46239-1263  
May 11-12, 2017  
Thursday & Friday  
8:30 AM – 4:00 PM both days  
Maximum 35 participants

### CENTRAL INDIANA

INDOT Indianapolis Traffic Management Center  
8620 E 21st Street  
Indianapolis, IN 46219  
May 16-17, 2017  
Tuesday & Wednesday  
8:30 AM – 4:00 PM both days  
Maximum 35 participants

### NORTHERN INDIANA

INDOT Warsaw Testing Lab  
2790 North Fox Farm Road  
Warsaw, IN 46582  
May 22-23, 2017  
Monday & Tuesday  
8:30 AM – 4:00 PM both days  
Maximum 30 participants

## QUESTIONS?

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INDOT Work Zone Safety Section  
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(317) 899-8604