

---

## **627 TRAFFIC SIGNAL ACTIVATION GUIDELINES**

---

Activating a new traffic signal requires a considerable amount of coordination between Regional Signal and Lighting personnel, Traffic Operations Section personnel, and the Contractor. A safe working environment is the responsibility of all parties.

In general it will take a minimum of one to two working days after a contractor completes work for Regional Signal and Lighting personnel and Traffic Operations Section personnel to activate a signal.

The "Arizona Department of Transportation Standard Specifications for Road and Bridge Construction" shall be adhered to for all work.

### Crew Issues

When any crew is working near moving traffic, special precautions should be taken. Workers may be focused on the job they are doing and have reduced awareness of adjacent risks. **All crew members shall wear ADOT-approved personal protective equipment ,including vests and hard hats.**

### Traffic Control

Temporary traffic control is an important part of activating a new traffic signal. The type of traffic controls used depends on the length of time the work will take and where the work will be conducted in relation to roadway and traffic characteristics. Regional Signal and Lighting personnel are responsible for ensuring proper traffic control during new signal activation, which may include the use of police officers and flaggers.

### Equipment Placement

While work is being done on new signal activation, all vehicles and equipment associated with the work should be stored away from the traveled way as far as practical. If practical, the vehicles should be parked off the shoulder, or in a parking lane or off-street parking lot if available.

### **Traffic Operations Section personnel shall:**

Ensure traffic signal cabinets and related hardware are properly configured and functional prior to delivery.

Provide Regional Signal and Lighting personnel with detection equipment upon request.

Supervise activities during new signal activation.

Complete an Intersection Activation Checklist (see Exhibit 627-A).

Deliver the traffic signal controller, conflict monitor, and other necessary hardware for signal activation.

**Regional Signal and Lighting personnel shall:**

Ensure that all field wires are terminated in the controller cabinet.

Ensure the proper operation of all field devices prior to the arrival of Traffic Operations Section personnel.

Ensure that appropriate traffic control is in place the day of a scheduled activation.

Ensure all pavement markings, including stop lines, are installed prior to the day of activating a signal. Temporary pavement markings are acceptable when pavement work is being done. Exceptions may be made by the Resident Engineer or Regional Traffic Engineer.

Notify Traffic Operations Section personnel 10 working days prior to signal activation.

### Exhibit 627-A. Intersection Activation Checklist

ARIZONA DEPT OF TRANSPORTATION

INTERSECTION ACTIVATION CHECKLIST
-----------------------------------

LOCATION: \_\_\_\_\_ CITY: \_\_\_\_\_

MAINT. UNIT # \_\_\_\_\_

	OK	NO	N/A	REMARKS
<b>CABINET DEVICES</b>				
CONTROLLER / TIMING				
PRINTS				
CONFLICT PROGRAM				
DETECTION/AMPLIFIERS				
PRE-EMPTION				
PHOTO CELL / LIGHTING				
<b>FIELD DEVICES</b>				
VEHICLE SIGNAL FACES				
PEDESTRIAN SIGNAL FACES				
PUSH BUTTON STATIONS				
LUMINAIRES				
LOOPS				
SIGNING/STRIPING				
CLEARANCE INTERVAL SHEET				
TIMES OF ACTIVATION: FLASH _____ OFF _____ FLASH _____ AUTO _____				
<i>Additional Remarks:</i>				

**POST ACTIVATION DETAILS (Check appropriate box when completed):**

- |                       |  |
|-----------------------|--|
| A) STATUS REPORT -->  |  |
| B) PROJECT LOG -----> |  |
| C) CABINET LOG -----> |  |
| D) TIMING CARD -----> |  |
| E) RED LINES ----->   |  |

DATE : \_\_\_\_\_

BY: \_\_\_\_\_

Technician