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Jim Ferrell, Mayor

**Date:** August 11, 2021

**To:** EJ Walsh, PE   
Public Works Director

**From:** Cole Elliott, PE   
Development Services Manager

**RE:** Temporary Traffic Control at Intersections Policy

Overview:

As part of the development, redevelopment or capital improvement of property and right-of-way within the City of Federal Way, temporary traffic control may be required at signalized intersections. City policy has been to use a Uniformed Police Officer (UPO) to temporarily control these intersections during those necessary improvements. Recently Public Works was informed by the Police Department that until further notice no UPO's will be available for traffic control on any development, redevelopment or capital improvement project. This memorandum provides clarification how temporary traffic control will be reviewed and approved in the interim.

Clarification:

Until further notice, it shall be the responsibility of the Contractor to prepare and submit a traffic control plan utilizing UPO or flaggers in accordance with the Washington Administrative Code for review and approval by the City which provides for control of the intersection such that traffic and pedestrians can pass through the construction zone safely.

The City reserves the right to require an increase in the traffic control at any intersection based upon the review.