

Alabama Department of Transportation

Reverse Laning of Interstate 65

North Terminus Team Leaders Checklist

(Applies to Locations 26, 27, and 28)

<u>Location</u>	<u>Leader</u>	<u>Assistant</u>
26 US 80 EB to I-65 SB	Dal Ogle	Judson Young
27 I-65 SB Terminus @ US 80 – South Bypass to US 80	Phillip Day	Dudley Smith
28 US 80 and US 31	Curtis Lowe	Sean Butler

Note: The steps in this checklist have been numbered to match the master checklist. Steps from the master checklist that are not included in this checklist are noted.



Alabama DOT I-65 Reverse Laning Plan

Location #26, #27, and #28

Date Printed: 05/12/25

North Terminus Team Leaders Checklist

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General

- Do not let traffic at your location enter the contraflow lanes unless you have contacted the Area Maintenance Engineer and received approval to do so.
- Make sure your vehicle is equipped with an ALDOT two-way radio. This will allow you to communicate when you are in areas that have limited cell coverage.
- This checklist contains references to the Area Maintenance Engineer (AME). The AME will designate someone on his/her staff as your contact for communication. Unless you are advised differently at a later time, that person will be your point of contact anytime there is communication between you and the AME.

AME Contact: _____ Primary Phone #: _____

- When reporting events to the AME, include the time at which the event occurred.
- When reporting times, use the time shown on your cellular device.
- Team Members are to print and carry a copy of the Master Checklist in order to better follow the overall progress of plan, especially during those steps that are omitted from this individual checklist. The Master Checklist should be printed on 11x17 paper for best viewing.
- Team Members are to carry State Highway Maps for distribution to travelers as needed. When they are available. Team Members are to also carry copies of the ALDOT Hurricane Evacuation Brochures for distribution to travelers.
- Team Members should be readily identifiable by travelers as ALDOT employees. Wear safety vests and caps with ALDOT stencils during warm weather. During inclement weather, if possible, wear a rain jacket with ALDOT stencils.
- When contraflow is used, it should be scheduled for daytime hours. However, Team Members should arrive on-site prepared for an extended period of operation should traffic conditions warrant it. For planning purposes, bring sufficient food, clothing, medicines, etc., for an additional 12 hours of operation.



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Level 1 (Beginning of Hurricane Season)

No action required.

***** Steps not included in this checklist: 1**

Level 2 (Hurricane Watch Declared)

Completed	Date/Time	Activity
2.	<input type="checkbox"/>	_____ Each Team Leader notified by the Central Office that a hurricane watch is in effect. Team Leader is advised that he/she is on-call.

***** Steps not included in this checklist: 3 and 4**

5.	<input type="checkbox"/>	_____ Each Team Leader contacts the Assistant Team Leader.
6.	<input type="checkbox"/>	_____ The Team Leader makes sure that all necessary items are on-hand for him/herself and for the Assistant Team Leader. Examples: safety vests, extra batteries, cooler with drinks, first aid kit, etc.

Level 3 (Hurricane Warning Declared)

Completed	Date/Time	Activity
7.	<input type="checkbox"/>	_____ Each Team Leader notified by the Central Office that a hurricane warning is in effect. The Team Leader is provided with most current information on hurricane location, speed, strength and expected time and location of landfall.

***** Steps not included in this checklist: 8 thru 10**

11.	<input type="checkbox"/>	_____ Each Team Leader contacts the Assistant Team Leader. Team Members are to travel as needed so that they are not more than two hours away from their assigned location.
12.	<input type="checkbox"/>	_____ The Team Leader contacts the Central Office and advises their status and location from which they will mobilize and provides primary phone and radio numbers by which they can be reached.

***** Steps not included in this checklist: 13 thru 17**

Level 4 (Implementation of Reverse Laning)

18.	<input type="checkbox"/>	_____ The Central Office notifies the Team Leader that I-65 will be reversed, relays the time that the reversal will start and establishes the arrival time at the assigned location.
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Completed	Date/Time	Activity
19.	<input type="checkbox"/>	_____ Each Team Leader contacts the Assistant Team Leader, advises that I-65 will be reversed and relays the designated start time and arrival time.

***** Steps not included in this checklist: 20 thru 21**

22.	<input type="checkbox"/>	_____ Each Team Leader and Assistant Team Leader arrive at assigned location.
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23.	<input type="checkbox"/>	_____ Each Team Leader reports to the Montgomery Area Maintenance Engineer that they are on site.
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***** Steps not included in this checklist: 24**

25.	<input type="checkbox"/>	_____ Each Team Leader confers with local Montgomery Area Maintenance personnel and confirms that all traffic control devices are on site and ready to be placed into final position when needed.
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26.	<input type="checkbox"/>	_____ Each Team Leader contacts the Montgomery Area Maintenance Engineer and confirms that the reverse laning procedure is ready to be implemented at the assigned location. Each Team Leader advises the Montgomery Area Maintenance Engineer as to availability of DPS troopers at that location.
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***** Steps not included in this checklist: 27 thru 29**

30.	<input type="checkbox"/>	_____ The Montgomery Area Maintenance Engineer notifies the Team Leader at Location 28 to begin the reverse laning procedure.
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***** Steps not included in this checklist: 31**

32.	<input type="checkbox"/>	_____ Location 28 flips down all detour signs, then the ramp from US 31 to US 80 eastbound is barricaded and blocked with vehicles, the Team Leader at Location 28 notifies the Team Leader at Location 26 to begin barricading the ramp carrying traffic from US 80 EB to I-65 SB, then the eastbound traffic on US 80 is diverted onto US 31.
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33.	<input type="checkbox"/>	_____ Location 26 verifies that the EB segment between Location 26 and location 28 is clear, then the ramp from US 80 EB to I-65 SB is closed and barricaded.
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***** Steps not included in this checklist: 34**

35.	<input type="checkbox"/>	_____ The Montgomery Area Maintenance Engineer notifies the Team Leader at Location 27 to install traffic control and divert traffic from I-65 SB onto US 80 WB. The Montgomery Area Maintenance Engineer notifies the Team Leaders at 26 and 28 that traffic is being diverted at Location 27.
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Completed	Date/Time	Activity
36.	<input type="checkbox"/>	_____ I-65 SB is closed with traffic control devices and DPS vehicles. I-65 SB traffic is diverted onto US 80 WB.
37.	<input type="checkbox"/>	_____ <u>The Team Leader at Location 28 reports to the Montgomery Area Maintenance Engineer that US 80 EB at US 31 and the ramp from US 31 to US 80 eastbound are both closed. The Team Leader at Location 26 reports to the Montgomery Area Maintenance Engineer that the ramp from US 80 EB to I-65 SB is closed.</u>
38.	<input type="checkbox"/>	_____ <u>The Team Leader at Location 27 notifies the Montgomery Area Maintenance Engineer that I-65 SB traffic is now diverted onto US 80 WB.</u>

***** Steps not included in this checklist: 39 and 42**

43.	<input type="checkbox"/>	_____ <u>The Montgomery Area Maintenance Engineer notifies the Team Leaders at Location 28 and Location 26 that their Assistant Team Leaders are to travel south to their designated interchanges.</u>
44.	<input type="checkbox"/>	_____ The Assistant Team Leader from Location 26 will ride in DPS vehicle to Location #24. The Assistant Team Leader from Location #28 drives ALDOT vehicle to Location #26 (I-65 SB). Each Assistant Team Leader is to remain behind any traffic that is encountered so that when the next interchange is reached, it is known that the segment just traveled is clear. Each Assistant Team Leader is to take notice of any potential impediment to reversed traffic flow.
45.	<input type="checkbox"/>	_____ The Assistant Team Leader from Location #26 reports to the Team Leader at each location as he/she passes while riding south on I-65 SB in a DPS vehicle. Any problems, incidents, vehicles parked on the shoulders, etc., between this location and the previously passed location are included in this verbal report.

TL 25: _____ Cell #: _____

***** Steps not included in this checklist: 46**

47.	<input type="checkbox"/>	_____ The Assistant Team Leader from Location #26 arrives at Location #24 and reports to the Team Leader there. The Assistant Team Leader from Location #28 arrives at Location #26 (I-65 SB) and reports to the Team Leader there. Any problems, incidents, vehicles parked on the shoulders, etc., are included in this verbal report.
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TL 24: _____ Cell #: _____

TL 26: _____ Cell #: _____



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**** Steps not included in this checklist: 48**

49. _____ The Team Leader at Location #26 reports to the Montgomery Area Maintenance Engineer that the Assistant Team Leader from Location 28 has arrived.

ATL 28: _____ Radio: _____

***** Steps not included in this checklist: 50 thru 51**

52. _____ The Assistant Team Leader from Location 28 leaves Location 26 and returns to his/her original location by driving in the reversed direction. The Assistant Team Leader from Location 26 leaves Location 24 and continues North on I-65 SB to Location 27 and then returns to his/her original location by riding in the DPS vehicle in the reversed direction.

53. _____ The Assistant Team Leader from Location 26 reports to the Team Leaders at Location 25 and 27 as he/she rides north on I-65 SB in DPS vehicle. Any additional or unresolved problems, incidents, vehicles parked on the shoulders etc., between the current location and the next location south are included in this verbal report.

If the Assistant Team Leader from Location 26 or Location 28 meets any southbound traffic while driving back to the original locations, he/she will attempt to flag the vehicle down to redirect it. If the encountered vehicle continues southward, the Assistant Team Leader will notify the Team Leader at the next interchange that there is a vehicle headed towards them.

54. _____ The Assistant Team Leaders from Locations 26 and Location 28 arrive back at their original locations and report to their Team Leaders.

55. _____ The Team Leader at Location 28 notifies the Montgomery Area Maintenance Engineer that the roadway segment east of that location is clear.

***** Steps not included in this checklist: 56 and 57**

58. _____ The Team Leader at Location 26 notifies the Montgomery Area Maintenance Engineer that the South roadway segment is clear.

***** Steps not included in this checklist: 59 thru 69**

70. _____ The Montgomery Area Maintenance Engineer notifies each Team Leader that traffic is now moving northward on I-65 South.

71. _____ The Montgomery Area Maintenance Engineer notifies Location 26 that rolling roadblock is initiated and to begin installing traffic control devices on I-65 roadway for crossover and transition.



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Completed	Date/Time	Activity
72.	<input type="checkbox"/>	_____ Location 26 installs traffic control devices on I-65 roadway for crossover and transition.
73.	<input type="checkbox"/>	_____ <u>The Team Leader at Location 26 notifies the Montgomery Area Maintenance Engineer</u> that traffic control devices have been installed on I-65 SB roadway to divert contraflow traffic through crossover to I-65 NB roadway.

***** Steps not included in this checklist: 74 thru 79**

80.	<input type="checkbox"/>	_____ <u>The Team Leader at Location 26 notifies the Montgomery Area Maintenance Engineer</u> when the initial wave of reversed direction traffic reaches his/her location.
81.	<input type="checkbox"/>	_____ Each Team Leader and Assistant Team Leader remain at their assigned location and respond as needed while traffic moves northward. <u>Each Team Leader updates the Montgomery Area Maintenance Engineer as needed.</u>
82.	<input type="checkbox"/>	_____ Each Team Leader monitors traffic at his/her assigned location. <u>Each Team Leader updates the Montgomery Area Maintenance Engineer as needed.</u> In addition, they report traffic counts when contacted by Central Office.

***** Steps not included in this checklist: 83 thru 88**

89.	<input type="checkbox"/>	_____ <u>The Montgomery Area Maintenance Engineer notifies each Team Leader</u> when the termination of the reverse laning plan has begun.
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***** Steps not included in this checklist: 90 thru 97**

98.	<input type="checkbox"/>	_____ If an obstruction is encountered by the Assistant Team Leader from Location #1, the <u>Area Maintenance Engineer will contact each Team Leader north of the obstruction</u> , advise him/her that the Assistant Team Leader from Location #1 will be delayed and then relay to him/her the obstruction type, location and estimated clearance time.
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***** Steps not included in this checklist: 99 thru 102**

103.	<input type="checkbox"/>	_____ The Team Leader at Location 26 is contacted by the driver of the DOT vehicle trailing the end of the reversed traffic when he/she reaches that Team Leader's location.
104.	<input type="checkbox"/>	_____ <u>The Team Leader at Location 26 notifies the Montgomery Area Maintenance Engineer</u> that the DOT trailing vehicle has passed his/her location and that termination of the reverse laning plan is beginning.



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Completed Date/Time Activity

The Montgomery Area Maintenance Engineer notifies the Team Leaders at Location 27 and Location 28 that the DOT trailing vehicle has arrived at Location 26 and that termination of the reverse laning plan is beginning.

105. _____ The Montgomery Area Maintenance Engineer notifies Location 26 that rolling roadblock has been initiated and to remove all traffic control devices, barricades, cover or flip signs, and secure message boards on I-65 and US 80 ramp.

106. _____ Location 26 removes traffic control devices/barricades from I-65 NB and SB roadway.

107. _____ The Team Leader at Location 26 notifies The Montgomery Area Maintenance Engineer that all traffic control devices/barricades have been removed and I-65 NB and SB roadway is clear. Signs are covered or flipped up. Variable Message Boards are secured.

***** Steps not included in this checklist: 108**

109. _____ The Montgomery Area Maintenance Engineer notifies the Team Leader at Location 27 to remove traffic control devices.

The Montgomery Area Maintenance Engineer notifies the Team Leader at Location 28 to remove traffic control devices.

110. _____ Traffic control devices at Location 27 and Location 28 are removed. Signs are covered or flipped up. Variable message boards are secured.

111. _____ The Team Leaders at Location 27 and Location 28 notify the Montgomery Area Maintenance Engineer that traffic control has been removed.

112. _____ The Team Leader, Assistant Team Leader and State Troopers remain at assigned locations until released by the Montgomery Area Maintenance Engineer to prevent traffic from operating in contraflow mode.

***** Steps not included in this checklist: 113**

114. _____ The Montgomery Area Maintenance Engineer notifies the Team Leader to release the DOT personnel from their assigned location.

***** Steps not included in this checklist: 115 thru 116**

***** End of Check List *****



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