**DT1601 *Project-level* *Traffic Forecast Request* Form Guidance.**

Chapter 9 of the Transportation Planning Manual (TPM) contains WisDOT’s policies and procedures for traffic forecasting and [Section 1.4](https://wisconsindot.gov/Documents/projects/data-plan/plan-res/tpm/9.pdf) defines forecast requirements and type based on the project type.

The DT1601 identifies traffic forecasting deliverables, the extents of the forecast, and supplemental data required prior to forecast development.

A perpetuation project typically receives a planning-level forecast. If a project-level forecast is requested for a perpetuation project, please explain why in the “Additional Details Regarding the Request” section at the end of this form.

**TURNAROUND TIMES**

Please allow a minimum of six weeks to complete a traffic forecast. Some forecasts may take significantly longer and should be discussed with the forecasting team before an agreed upon turnaround time is determined.

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| ***SUBMIT:***  Please email an electronic copy of the completed DT1601 form to the appropriate [WisDOT Region Traffic Forecasting Contact](https://wisconsindot.gov/Documents/projects/data-plan/plan-res/tpm/9.pdf). |
| ***QUESTIONS:***  Please submit questions to:  [DOTTrafficForecasting@dot.wi.gov](mailto:DOTTrafficForecasting@dot.wi.gov) or the appropriate [WisDOT Region Traffic Forecasting Contact](https://wisconsindot.gov/Documents/projects/data-plan/plan-res/tpm/9.pdf). |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Submitted By – Name (First, MI, Last) | | Region | | Request Date (m/d/yyyy) | |
| Region Contact – Name (First, MI, Last) | | Region Contact - Email | | Due Date (Requested Completion of Forecast) | |
| **Consultant** | Name (First, MI, Last) | **Project Manager** | Name (First, MI, Last) | **Project Supervisor** | Name (First, MI, Last) |
| (Area Code) Telephone Number | (Area Code) Telephone Number | (Area Code) Telephone Number |
| Email | Email | Email |

**PROJECT DESCRIPTION**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Project ID(s) | | | | | PS&E Date (m/d/yyyy) | |
| Charge Code | | | | | Project Letting Process (PLP) Date (m/d/yyyy) | |
| County/Counties | | | | | Improvement Type [(per TPM Table 1.4.1)](http://wisconsindot.gov/Documents/projects/data-plan/plan-res/tpm/9.pdf) | |
| NHS  Yes  No | | Route(s) | Location Description (Project Termini) | | | |
| **Type of Environmental Document (likely needed) for this project:** | | | | | | |
| Categorical Exclusion  Environmental Report  Environmental Assessment  Environmental Impact Statement  Other: | | | | | | |
|  | Are there other projects in the area that could affect this forecast?  Yes  No | | | | |
| **FORECAST DELIVERABLES** | | | | | | |
| **Traffic Forecast Years**  Estimated Year of Construction (EYC):  Anticipated Open-to-Traffic Year (OTY):  OTY+10:  OTY+20:  Other: | | | | **TIA Forecast Years**  Estimated Year of Construction (EYC):  Full Built Traffic Year (FBTY):  EYC+10:  **OR**  FBTY +5 Years after Project Buildout: | | |

|  |  |
| --- | --- |
| **No-Build Forecast** (Default for all requests, which includes existing plus committed [E+C] projects, per [TPM 10.3.a.i](https://wisconsindot.gov/Documents/projects/data-plan/plan-res/tpm/9.pdf)) | |
| **Build Alternative/Scenario Forecast** (including new/revised alignments and/or access) | |
| **Segment Forecasts** – Provide map of project area identifying roadways needing forecasts | |
| Mainline AADT Volumes, 2-direction (both directions combined or total roadway) | Major Intersecting Roads/Side Street AADT Volumes, 2-direction (both directions combined or total roadway) |
| **Intersection Turning Movement Forecasts** | |
| a.m.  Mid-day  p.m.  Saturday  24-Hour AADT  Special: | |

**ATTACHMENTS –** Check the box next to each item attached

Map or diagram showing roadway segment forecast location(s) (Must accompany all requests)

Diagram or list identifying turning movement forecast locations (Must accompany all turning movement forecast requests).

Turning movement count data (preferably in standard Excel WisDOT format – “[Intersection Traffic Volume Report](https://wisconsindot.gov/dtsdManuals/traffic-ops/programs/analysis/turncount.xlsm)”).

Origin-Destination data

TIA Information (per [TIA Guidelines](https://wisconsindot.gov/dtsdManuals/traffic-ops/manuals-and-standards/tiaguide.pdf))

Other ***(Please provide details below)***

**ADDITIONAL DETAILS REGARDING THE REQUEST**

Items to consider:

* Are there any proposed land developments known at this time that would affect forecast development?

* If 24-hour AADT turning movement forecasts are being requested, please explain why they are needed.

***(24-hour AADT turning movement forecasts require at minimum a 12-hour turning movement count.)***

* Are any TDM data or analysis (O-D, select link analysis) needed as part of developing this forecast?

* If this is a build forecast, please note details regarding the project (including build alternatives) here.

* If a project-level traffic forecast is being requested for a perpetuation project, please explain why here.

* If balanced mainline or turning movement volumes are necessary, please explain why here.

* Specify below any other pertinent information/remarks. If other information is attached, please describe it here.