| **ICE SUBMITTAL CHECKLIST** |
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| **Level of ICE (Check Applicable Box):** | **[ ]  Phase I: Scoping ICE** |  | **[ ]  Phase II: Alternative Selection ICE** |
| **Documentation** | **Submittal Requirements** | **Submittal to Region** | **Submittal to BTO** |
| **Phase I ICE** | **Phase II ICE** | **Included** | **N/A** | **Included** | **N/A** |
| **Report** |  |  |  |  |  |  |
| * Phase I: ICE Memorandum
 | Required | N/A |  |  |  |  |
| * Phase I: ICE Brainstorming Guide
 | Required | N/A |  |  |  |  |
| * Phase II: ICE Worksheet
 | N/A | Required |  |  |  |  |
| **Project Description** |  |  |  |  |  |  |
| * Project Location Map
 | Required | Required |  |  |  |  |
| * Aerial Photo of Intersection
 | Optional | Optional |  |  |  |  |
| **Traffic Volume Data**  |  |  |  |  |  |  |
| * Turning Movement Counts (field count data)
 | Optional | Required |  |  |  |  |
| * Segment Traffic Forecasts
 | Optional | Required |  |  |  |  |
| * Intersection Traffic Forecasts
 | Optional | Required |  |  |  |  |
| **Safety Considerations** |  |  |  |  |  |  |
| * Intersection Crash Diagram with summary of crashes
* Predictive Safety Analysis
 | RequiredOptional | RequiredRequired |  |  |  |  |
| **Additional Modes of Transportation** |  |  |  |  |  |  |
| * Wisconsin Bike Map (bike rating)
 | Optional | Optional |  |  |  |  |
| * 5-Year Summary of OSOW and Long Truck Routes
 | Optional | Optional |  |  |  |  |
| **Operational Analysis (as applicable) (a)** |  |  |  |  |  |  |
| * AWSC Warrants
 | Optional | Required |  |  |  |  |
| * Traffic Signal Warrants
 | Optional | Required |  |  |  |  |
| * Model Files for HCS, Sidra, & Synchro
 | Optional (a) | Required |  |  | Not Applicable |
| 1. Completion of the operational analysis for the Phase I: ICE is optional, however, if conducted the analyst shall submit all applicable warrants, model files, and model output worksheets. Region shall submit all DT1887 and DT2291 to BTO for all HCM-based and microsimulation analyses that is conducted.
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|  |  |  |  |  |  |  |
| * HCS Worksheets
 | Optional | Required |  |  |  |  |
| * *HCS7 Formatted Summary Report (AWSC, TWSC, Roundabouts)*
 |  |  |  |  |  |  |
| * *HCS7 Full Formatted Report (Signals)*
 |  |  |  |  |  |  |
| * Sidra Worksheets (Roundabouts only) (b)
 | Optional | Required |  |  |  |  |
| * *Site Layout*
 |  |  |  |  |  |  |
| * *Input Volumes*
 |  |  |  |  |  |  |
| * *Input Comparison (“with Standard Model Defaults”)*
 |  |  |  |  |  |  |
| * *Movement Summary*
 |  |  |  |  |  |  |
| * *Lane Summary*
 |  |  |  |  |  |  |
| * Synchro Worksheets (c)
 | Optional | Required |  |  |  |  |
| * *Signalized Intersection Report (with following data: Lane Inputs, Volume Inputs, Timing Inputs, Actuated Inputs, Queues)*
 |  |  |  |  |  |  |
| * *HCM 6th Edition Signalized “Summary” report (with 95th percentile queue)*
 |  |  |  |  |  |  |
| * *Unsignalized Intersection Report (with following data: Lane Inputs, Volume Inputs)*
 |  |  |  |  |  |  |
| * *HCM 6th Edition AWSC or TWSC*
 |  |  |  |  |  |  |
| * SimTraffic Outputs for each run
 | Optional | Required |  |  |  |  |
| **Traffic Model Peer Review (as applicable) (a)** |  |  |  |  |  |  |
| * DT 1887 for all HCM-based Analyses
 | Optional | Required | Not Applicable |  |  |
| * DT 2291 for Microsimulation Analyses (specifically SimTraffic) (d)
 | Optional | Required | Not Applicable |  |  |
| **Region Comments** |  |  |  |  |  |  |
| * Region Comments on Phase I: ICE
 | Optional | Optional | Not Applicable |  |  |
| **Other Reference Material (as applicable)** |  |  |  |  |  |  |
| * TIA (relevant pages)
 | Optional | Optional |  |  |  |  |
| 1. If Sidra analysis is conducted, submit copies of **all** five worksheets listed below.
2. If Synchro analysis is conducted, submit **both** the intersection report (signalized or unsignalized as applicable) and the HCM 6th Edition report (signalized summary, AWSC or TWSC as applicable)
3. Submit all Paramics or Vissim models to BTO for review as a separate process outside of the ICE process. BTO does not generally review the SimTraffic analyses, thus the DT 2291 form for SimTraffic models should be submitted along with the ICE report to ensure that all SimTraffic analyses referenced in the ICE report has gone through the Traffic Model Peer Review Process
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