



TRAFFIC FORECAST REQUEST

Wisconsin Department of Transportation
DT1601 5/2017

Wisconsin Department of Transportation
DTIM Traffic Forecasting
4802 Sheboygan Ave, Room 901 HFTSB
Madison, WI 53707

Instructions on how to complete form DT1601 *Traffic Forecast Request form.*

Traffic forecasts represent reliable current and future traffic conditions for transportation plans and projects. The forecast process generally takes 4-6 weeks from the time it is submitted to the time it is received from the Wisconsin Department of Transportation (WisDOT) traffic forecaster. To expedite traffic forecaster requests and to improve communication, WisDOT Region Contacts serve as point people for traffic forecast requests. The Region Contacts are listed in the [Transportation Planning Manual in Chapter 9: Section 1 - Table 1.4.2](#). The Region Contact can assist project teams in filling out the DT1601. The Region Contacts may also assist the team in setting up a meeting with WisDOT forecasting staff prior to filing out the DT1601 (requesting a forecast), to discuss the extents of the forecast and if supplemental work is required prior to forecast development.

- The first section of DT1601 should be completed to provide the contact information for the parties submitting the forecast request (Region Contact, Project Manager, Project Supervisor, and Consultant). In this section the Due Date - Requested Completion of Forecast is required (**a due date of ASAP is not accepted**). Failure to provide a due date, or a due date of ASAP will be automatically assigned a completion date **MINIMUM of at least 4 to 6 weeks after a non-complex request was received**. Non-complex forecasts are requests which includes [1] a simple mainline either in a rural or MPO-model area, [2] assumes only the existing roadway and projects committed to construct in the near future, and [3] up to 9 intersections. **For turnaround of a complex forecast, please see page 2 for more detail.** Complex forecasts are defined as requests which includes but not limited to: [1] an existing roadway & projects committed to construct in the near future with the implementation of a build alternative from the request within a rural or MPO model area, [2] more than 9 intersections, [3] ramp balancing, and [4] shifting future year employment and household data.
- Fill out the "Project Description" with specific information about the project. Please provide as much detail about the project description and location as possible to help expedite the forecasting process. In the case of a forecast being provided for a Traffic Impact Analysis (TIA) and/or Corridor Study, it may be necessary to attach documentation to identify the specific location and size of the proposed development(s). Identify the estimated year of construction (EYC) and the anticipated open-to-traffic year (OTY). Fill out the years for the forecast. A no-build forecast is standard. If a build scenario forecast is necessary, please indicate.
- The "Travel Demand Model or Design Information Requested" portion of the DT1601 outlines data to be recorded as part of the forecast process. Please identify whether forecasts are needed for the segments (mainline and/or side streets) and/or intersections. If forecasts are needed for specific times, please be sure to indicate the exact times the forecasts are needed (a.m., p.m., mid-day, Saturday, Special). Please note if you want all intersections to be forecasted based on the same peak hour.
- All mainline forecast reports contain: % Annual Average Daily Traffic (AADT) in DHV (K250, K100, and K30); % AADT in the Peak Hour Volume (P); % Trucks in the DHV, T (DHV); and Truck Classification for pavement design, but can be specifically requested by checking the "Mainline Design Hour Volumes (DHV)" box located within the *Segment Forecasts* box. Intersection turning movement forecasts provide the turning movement volume for a specific time period (i.e. 7:00 a.m. - 8:00 a.m.).
- The following provides some advice as to what information should be requested for specific types of projects:
 - **Bridge Resurface, Pavement Replacement, Reconstruction, and Pavement Analysis** – you will need to check the following in the *Segment Forecasts* box: (1) Mainline AADT volumes (2-way total) and (2) Mainline Design Hour Volumes (DHV).
 - **TIAs and Intersection Traffic Control Analysis** – you will need to check the following in the *Segment Forecasts* box: (1) Mainline AADT volumes (2-way total) and (2) Volumes for Major Intersecting Roads (2-way total AADT). In addition, the following items will need to be checked in the *Turning Movement Forecasts* box: Turning Movement Volumes for Peak Hour Time Periods "a.m., Mid-day, p.m., Saturday, 24-Hour AADT, and/or Special". Please make sure to only check the peak hour time periods needed for the study, to avoid unnecessary work and potential delay.
- In the *Other Forecast Data* box under the "Design Information Requested" section, please identify whether special forecasts are needed for Select Zone/Select Link forecasts (available in TDM areas only). If a Select Link forecast is being requested, please identify the roadway segment and limits that the Select Link should be completed for. If a Select Zone is being requested, please identify the boundary of the area where a Select Zone should be performed.
- Under the "Attachment" section of form DT1601 please attach as much information about the project as possible. Information that should be attached, if available include:
 - Map identifying project limits and specific segments and intersections to be forecasted (Required)
 - Concept Definition Report or Project Management Plan
 - Previous Forecasts
 - All TIA information that would affect traffic forecast (assumed improvements, location/size)
 - Special Counts that were collected for mainline, intersecting, and/or frontage roads
 - Diagram of intersections to be forecasted
 - Turning Movement Counts – Turn counts must be within the last 3 years and are required for turning movement forecasts
- Finally, provide an explanation of any specific details that would aide in the completion of the forecast. If a forecast needs to be completed for more than one alternative, this is the section where details about the proposed alternatives should be provided. Additionally, if mainline forecasts for a specific peak hour (i.e. 7:00 a.m. - 8:00 a.m.) and/or directional AADT volumes are needed, this is the section where these types of forecasts can be requested.



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SUBMIT:

For expedited service, please submit an electronic copy of the completed DT1601 form to the Region Traffic Forecasting Contact (TFC). The Region Contacts are listed in the [Transportation Planning Manual in Chapter 9: Section 1 - Table 1.4.2](#).

After the forecast is processed by the Region Contact, s/he will send it to the Traffic Forecasting Section.

QUESTIONS	Regions please email an electronic version of the final forecast request (DT1601) and related attachments to: DOT - Forecasting E-mail: DOTTrafficForecasting@dot.wi.gov	For other forecasting-related questions please contact: Jennifer Murray, AICP Traffic Forecasting Chief, BOPED, DTIM Telephone: (608) 264-8722 Email: Jennifer.Murray@dot.wi.gov

TURNAROUND TIMES FOR COMPLEX FORECASTS

Generally, please allow **MINIMUM of at least 4-6 weeks to complete non-complex traffic forecast reports**. Depending on the complexity of the forecast, a meeting to discuss the forecast may be necessary. Complex forecast completion times vary. **All complex forecasts are subject to a one week review by the forecasting team before an agreed upon turnaround time is determined.**

Table 1 below provides turnaround estimation plus the one week review. The following scenario estimates can be used by project teams to assist in identifying likely turnaround times (A-F).

- Mainline MPO Model Area No Build + Build Scenarios** – Request requiring: [1] an Existing + Committed (No Build) Forecast, [2] an alternative(s) and [3] effort in forecasting to relocate or add new transportation analysis zone (TAZ) connectors in a travel demand model. Forecasts can take between 7 and 36 weeks to complete with an average of 21 weeks.
- Mainline Non-MPO Model Area No Build + Build Scenarios** – Request requiring AADT and/or peak hour volumes in a non-model area for both an Existing + Committed (No Build) and Planning (Build) Scenario. Forecast can take between 7 and 19 weeks to complete.
- Ramp Balancing** – Request requiring balanced ramp volumes. Turnaround depends on the number of interchanges, ramps, and the type of forecast (a, b, d, e, or f). In addition to the types, an additional 2-3 weeks should be added for ramp balancing.
- Large Requests for Turning Movements** – Request of 10 intersection forecasts or more. Type “a” forecasts with 10 or more intersections can take between 19 and 49 weeks. Type “b” forecasts with 10 or more intersections requested can take between 7 and 19 weeks.
- Traffic Impact Analysis (TIA)** – Request involves possible modifications to the future year socioeconomic data of a model, trip generation calculations using ITE Trip Generation Manual; and is similar to the complex forecasts types (a) and (b). Typical requests are usually included with turning movement requests. Forecasts take between 7-14 weeks.
- Hybrid** – Request involves a combination of any of the listed above. Highly variable, estimated time frames range anywhere from a month to a full year, depending on project requirements. If an accurate turnaround time is desired at the time of the request, it is recommended that the Traffic Forecasting Section be contacted.

**Table 1: Turnaround Times for Complex Forecasts
(in Weeks)**

Type	MODEL		NON-MODEL	
	MIN	MAX	MIN	MAX
A	7	35	X	X
B	X	X	8	18
C	3	4	3	4
D	12	49	8	18
E1	7	14	X	X
E2	X	X	5	7



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Submitted By – Name (First, MI, Last) Jaime M. Boado, Jr.		Region SW - La Crosse Office		Request Date (m/d/yyyy) 12/7/2017	
Region Contact – Name (First, MI, Last) Jaime M. Boado, Jr		Region Contact - Email ID jaime.boadojr@dot.wi.gov		Due Date (Requested Completion of Forecast) ¹ 1/5/2018	
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 ID		Email ID		Email ID

For TF Office Use Only

Control Number	Date Received (m/d/yyyy)	Assigned To	Estimated Date of Completion	Date Sent Out (m/d/yyyy)
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PROJECT DESCRIPTION

Project ID(s) 6639-05-30	PS&E Date (m/d/yyyy) 5/1/2020
Charge Code	Project Letting Process (PLP) Date (m/d/yyyy) 11/8/2022
County(ies) Juneau	Project Type Mill & Overlay
Route(s) STH 58	Location Description (Project Termini) Mauston - Necedah; (Colfax Street to STH 80)

Identify the type of Environmental Document (likely needed) for this Corridor:

- ☐ Categorical Exclusion
 ☒ Environmental Report
 ☐ Environmental Analysis
 ☐ Environmental Impact Statement

☐ Other: _____

☐ Yes ☐ No

Are there other projects in the area that could affect this forecast?

☐ Yes ☐ No

Have origin-destination surveys recently been conducted to provide information for this forecast?

Deliverables needed from the Forecast – Provide map of project area identifying roadways needing forecasts

Traffic Forecast Years

Estimated Year of Construction (EYC): 2023

Anticipated Open-to-Traffic Year (OTY): 2023

OTY+10: 2033 OTY+20: 2043

Other: _____

TIA Forecast Years

Estimated Year of Construction (EYC): _____

Full Built Traffic Year (FBTY): _____

EYC+10: _____ **OR**

FBTY +5 Yrs after Project Buildout: _____

No-Build Forecast: No build E+C is given as a **default for all forecasts**. Roadway geometry, speeds, functional class will be *similar* in the future.

- ☐ No-build E+C: Existing road network plus committed projects (Projects in the STIP/TIP)
☐ No-build E+C + MPO or state long-range planned projects (Possible only with future funding beyond the years of the STIP/TIP)
 Specify other or additional project additions or subtractions. This does not apply the No-build E+C scenario.

Build Alternative/Scenario Forecasts: **Requested only when necessary. Build forecasts should be discussed with traffic forecasting.**

- ☐ Build E+C: Existing road network plus committed projects (Projects in the STIP/TIP)
☐ Build E+C + MPO or state long-range planned projects (Possible only with future funding beyond the years of the STIP/TIP)
 Specify other or additional project additions or subtractions. This does not apply the No-build E+C scenario. Check the same boxes and include same list of project inclusions or exclusions as the no-build scenarios.

☐ Yes ☐ No

Do you want to update the travel demand model (TDM) as part of project or use a subarea of the model for the forecast?

☐ Yes ☐ No

Do you want traffic forecasting to apply standard linear growth to the forecast beyond the TDM future year?

1 – request(s) for complex forecasts should reference Table 1 for deliverable time. Contact forecaster assigned to request to negotiate on deliverable time. Forecaster contact information shall be provided by Region liaisons.



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TRAVEL DEMAND MODEL OR DESIGN INFORMATION REQUESTED – Check the box for each forecast element needed

Land Use Assumptions – Provide map of land use areas with special information identified below (if necessary)

☐ Outline travel and land-use related or dependent impacts that are to be estimated:

☐ Outline growth rate related impacts that are to be estimated:

☐ TDM Base and Future Year Socioeconomic Data (if needed, rare) ☐ Other TDM Information (please specify)

Segment Forecasts – Provide map of project area identifying roadways needing forecasts

- | | |
|---|---|
| <input checked="" type="checkbox"/> Mainline AADT Volumes | <input checked="" type="checkbox"/> Major Intersecting Roads/Side Street AADT Volumes |
| <input type="checkbox"/> By direction (divided roadways) | <input type="checkbox"/> By direction (divided roadways) |
| <input checked="" type="checkbox"/> 2-direction (both directions combined or total roadway) | <input checked="" type="checkbox"/> 2-direction (both directions combined or total roadway) |
| <input type="checkbox"/> Mainline AWDT Volumes (request only when necessary) | <input type="checkbox"/> Major Intersecting Roads/Side Street AWDT Volumes (rare request) |
| <input type="checkbox"/> Adjusted Assignments from TDM | <input type="checkbox"/> Adjusted Intersecting Road Assignments from TDM |
| <input type="checkbox"/> AWDT using factored estimation calculation from AADT | <input type="checkbox"/> AWDT using factored estimation calculation from side road AADT |

☒ Mainline Design Hour Volumes (DHV) – Please check the appropriate box below (standard on all mainline forecasts)

- | | |
|--|--|
| <input checked="" type="checkbox"/> % AADT in DHV (K250, K100, K30) | <input type="checkbox"/> Special DHV (K): _____ |
| <input checked="" type="checkbox"/> % Trucks in DHV, T(DHV) & Truck Classification | <input type="checkbox"/> % AADT in Design Peak Hour Volume (P) |

☐ Travel Demand Model Peak-Hour Volumes for Peak Hour Time Periods (Specify hours if known, request only when necessary):

☐ a.m. ☐ Mid-day ☐ p.m. ☐ Special: _____

Intersection Turning Movement Forecasts – Provide turning movement data and map identifying intersections

☐ Turning Movement Volumes for Peak Hour Time Periods:

☐ a.m. ☐ Mid-day ☐ p.m. ☐ Saturday ☐ 24-Hour AADT ☐ Special: _____

Roadway & Ramp Peak Hour Volume – Provide or request peak hour data and map identifying locations (corridor-wide, specify peak hour in Special)

☐ Roadway & Ramp Volumes for Peak Hour Time Periods:

☐ a.m. ☐ Mid-day ☐ p.m. ☐ Saturday ☐ 24-Hour AADT ☐ Special: _____

Other Forecast Data

☐ Origin-Destination Tables. Specify if raw or balanced O-D tables are needed. Also specify if Daily or Peak Hour O-D tables are needed.

☐ Is this for a ME Design project (ME projects are Reconstruction and Pavement Replacement projects)? If checked, the forecaster can provide the converted table numbers for the ME data entry & with AADTT in the top table of the forecast.

☐ Select Zone/Select Link for: (available for travel demand model areas only; rare, request only when necessary)

Roadway Segment (Route/Location)

Location Description (Limits/Boundary)

Other Deliverables

Description or More Notes

ATTACHMENTS – Check the box next to each item attached

- ☒ County or Municipality map showing project location (Must accompany all requests)
- ☒ A copy of the Concept Definition Report (if available) or Project Management Plan (PMP)
- ☐ Previous forecast for the highway facility (Completed within the last three years)
- ☐ Special counts for mainline, intersecting, and/or frontage roads
- ☐ A diagram that shows all locations for which the requester requires forecasts of turning movements



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- ☐ Turning movement count data (preferably in Excel and in standard WisDOT format, "Intersection Traffic Volume Report")
- ☐ Vehicle classification count data
- ☐ Origin-Destination data
- ☐ TIA Information: Trip generation diagram showing new or anticipate land development that significantly affects or will affect traffic on the project section. On the diagram, specify the type of development, the year the WisDOT regional office/consultant expects the development to occur, and at least one of the following for each development: sq. footage, number of employees, acreage or dwelling units (whichever seems most appropriate for the specific development).

ADDITIONAL INFORMATION ABOUT THE PROJECT

Specify below other pertinent information/remarks. Note if additional information is attached:
The above PS&E date is the Advanceable date.

CONCEPT DEFINITION REPORT

Date: 12/06/2017

Region: SW PDS Lacrosse Unit 4

Prepared By: ROMENESKO, VICKI A - DOTVAR

GENERAL

Design ID: 6639 05 30

Related ID(s): 6639-05-60

Highway No. or Local Road Name: STH 058

Route length (miles): 11.25

Title/Limit: MAUSTON - NECEDAH COLFAX STREET TO STH 80

Functional class: PRINCIPAL ARTERIAL

Current ADT: 4162

Connecting hwy: N

COUNTIES

County name	Primary Flag
JUNEAU	Y

FEATURES

Roadway conditions

Lanes: 2

Divided: N

Rural: Y

Pavement width (ft): 24

Pavement condition year: 0

Pavement surface type: ACPM/FB

IRI: 1.431

PDI:

PCI: 65.28

Left shoulder surface type: Asphalt

Right shoulder surface type: Asphalt

Shoulder width (ft): 6

Paved width (ft): 3

Crash rate: 364.6485

Crash rate year: 2015

Substandard align horiz: GOOD

Substandard align vert: GOOD

Crash rate improvement flag: Y

Injury death improvement flag: Y

Runoff improvement flag: Y

Intersection improvement flag: Y

Structures

Structures flag: N

Railroad Crossings

Railroad crossing flag: N

CONCEPT DEFINITION REPORT

PROPOSED IMPROVEMENT

JUSTIFICATION: The roadway surface is aged and in need of treatment to extend its service life.

Proposed improvement description: Treat the pavement with a 4-inch mill and overlay. Replace guardrail end terminals as needed. No structure work included in project.

Environment documentation type: 2B - STATE DOCUMENTED CATEGORICAL EXCLUSION

Improvement concept: RSRF30 - RESURFACING (OVERLAY >= 4 INCHES)

Total construction estimate: \$4,508,000.00

Utility amount: \$0.00

Railroad amount: \$0.00

Design amount: \$315,600.00

Program year: 2023

Legislative subprogram: 303 -STATE HIGHWAY REHABILITATION

WisDOT Programs

STATE 3R - Allocated

Local participation: N

Aes/Vis Lvl Of Impact Rating:

Real estate: N

NHS: Y

Access control: NA

% Of Project Cost: 0

Real estate cost: \$0.00

FHWA Oversight Exempt: Y

Accepted By: VICKI A ROMENESKO

Accepted Date: 12/06/2017

Original Accepted By:

Original Accepted Date:

CDR Map

