

SAMPLE "PUBLIC INFORMATION & OUTREACH PLAN CHECKLIST"

A working copy of this file is at:

<http://wisconsin.gov/Pages/doing-bus/local-gov/traffic-ops/programs/workzone/workzone.aspx>

PIOP Checklist (Use for TMP type 2, 3 & 4 - save with project files)

1. Project Information									
Project ID: _____				Date: _____					
2. Stakeholder Groups									
Stakeholders have been Identified in the plan:						<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Groups Identified:									
Motorists	<input type="checkbox"/>	Pedestrians	<input type="checkbox"/>	Bicyclists	<input type="checkbox"/>	Transport Companies	<input type="checkbox"/>		
Businesses	<input type="checkbox"/>	Residents	<input type="checkbox"/>	City/County Officials	<input type="checkbox"/>	Emergency Responder	<input type="checkbox"/>		
Bus Lines	<input type="checkbox"/>	Ferries	<input type="checkbox"/>	Mass Transit	<input type="checkbox"/>	Law Enforcement	<input type="checkbox"/>		
Other: _____									
3. Communication Issues									
Communication needs have been identified:						<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Coordination with media/schools/businesses/emergency service/adjacent regions/state:						<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
4. Communication Processes									
Scheduled delays and project duration:						<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Process meets schedule requirements:						<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Unscheduled delays and incident clearing:						<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Process meets response requirements:						<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Lane Closure and Roadway closures / detours:				<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Process meets response requirements:						<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Notification of alternate route to public:						<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Process meets response requirements						<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
5. Communication Methods									
Brochures, Flyers	<input type="checkbox"/>	Media Release	<input type="checkbox"/>	Newspaper	<input type="checkbox"/>	Radio	<input type="checkbox"/>		
Television	<input type="checkbox"/>	Paid advertising	<input type="checkbox"/>	Telephone Hotline	<input type="checkbox"/>	Internet Website	<input type="checkbox"/>		
Public Meetings	<input type="checkbox"/>	Traveler Info Sign	<input type="checkbox"/>			Other	<input type="checkbox"/>		
Explain: _____									
6. Comments: _____									
PIOP Developed by: _____				Date: ____/____/____					

SAMPLE "TRANSPORTATION OPERATIONS PLAN CHECKLIST"

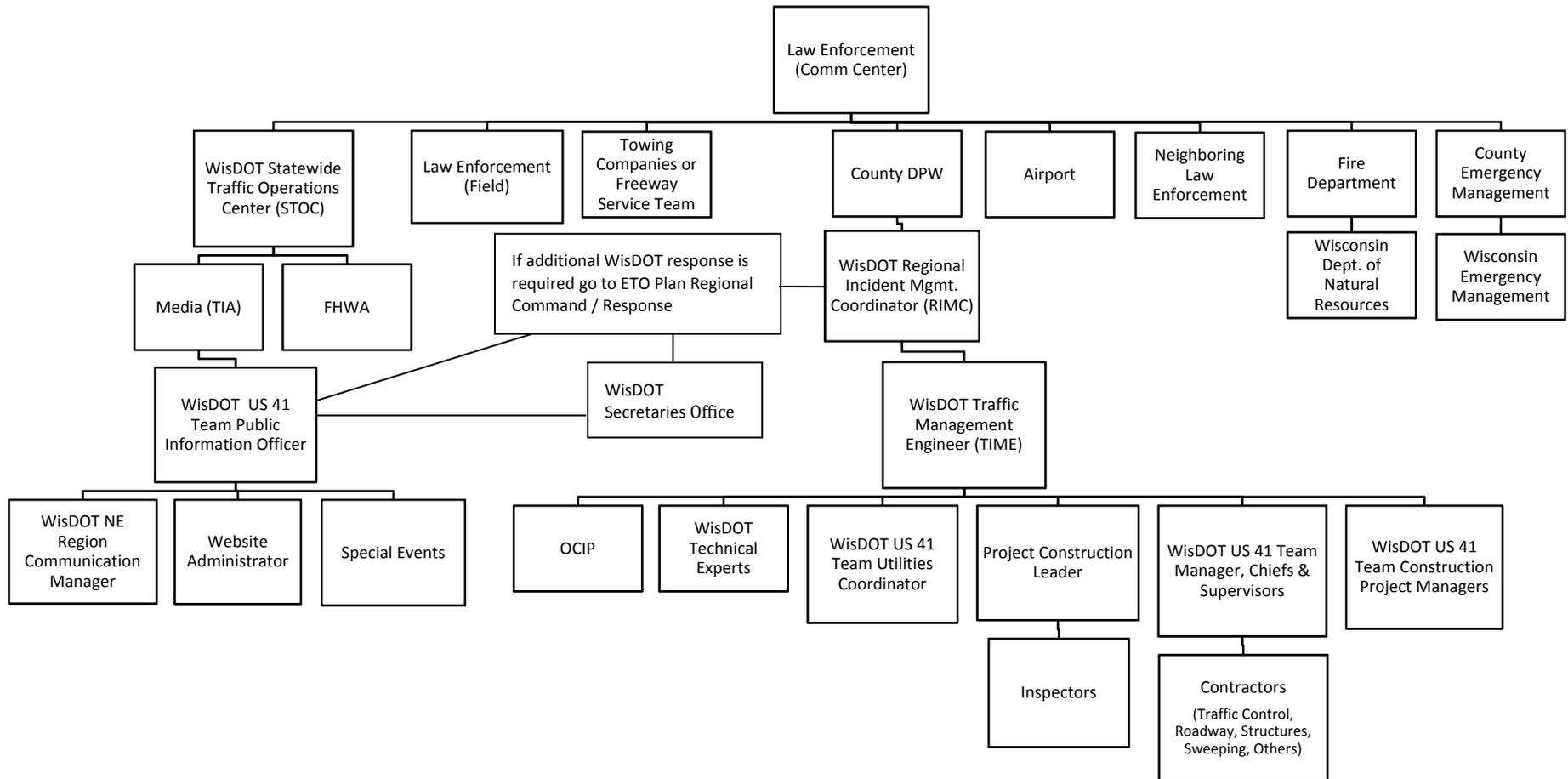
A working copy of this file is at:

<http://wisconsindot.gov/Pages/doing-bus/local-gov/traffic-ops/programs/workzone/workzone.aspx>

TOP Checklist (Use for TMP type 2, 3 & 4 - save with project files)

1. Project Information					
Project ID: _____			Date: _____		
Transit service improvement needs identified:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Transit, ridesharing, train, shuttle and bus incentives discussed:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Ramps require metering:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Park & Ride lots identified and improved:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Signal timing/Coordination improvements identified:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Need for temporary traffic signals identified:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Street/intersections improvement identified:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Turn/parking restrictions identified:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Truck/heavy vehicle restrictions identified:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Bus turnouts identified on plans:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Ramp closures identified and shown on plan:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Railroad crossing controls identified:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Project scheduling coordinated with adjacent projects, regions/state:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Speed limit reduction considered:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Need for Temporary Concrete Barrier discussed and identified on plan:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Movable traffic barrier system identified:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Crash cushions discussed and identified on plans:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Project team/task force identified:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Construction leader & traffic control specialist identified:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
TMP monitoring/inspection personnel identified:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Team meetings planned and scheduled:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Use of ITS systems discussed and identified on plan:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Fixed Message Sign:	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
Portable Changeable Message Signs (PCMS):	<input type="checkbox"/>	NA	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
2. Comments: _____					
TOP Developed by: _____			Date _____		

Example Communications Control Diagram US 41 Freeway Incident / Crisis Communication Plan General Communication Flow Diagram



NOTE: This communication flow diagram **does not** represent a hierarchy for responding agencies. Rather, this communication flow diagram is meant to illustrate the initial flow of communication between agencies.

Entities not highlighted will be contacted depending upon location and scope of emergency.

Example Emergency Alternatives Route Maps

NB SEGMENT M.P. 175AB-171C



SB SEGMENT M.P. 171C-175AB



Example Emergency Access, Pullout and Traveler Information Equipment Locations Map

Provide a map of emergency access and pullout locations within the work zone and traveler information equipment, such as HAR, PCMS, DMS, and cameras within the project area.

