**CORRESPONDENCE/MEMORANDUM State of Wisconsin**

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_

**To:** <Region Name> Region Planning Chief: <Chief Name>

Bureau of Traffic Operations – Traffic Engineering & Safety Section ([DOTBTOSafetyEngineering@dot.wi.gov](mailto:DOTBTOSafetyEngineering@dot.wi.gov))

**From:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Region

**Subject:** SAFETY CERTIFICATION DOCUMENT

Project I.D. (design) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(STH, IH, USH (choose one)) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ County

Having considered the safety performance of the existing corridor and any proposed improvements, we believe this document reflects the intent of the policy and guidelines described in section 11-38 of the Wisconsin Facilities Development Manual.

Concurrence:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Bureau of Traffic Operations Date

Traffic Engineering and Safety Section

Approval:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Region Planning Chief Date

**SAFETY CERTIFICATION DOCUMENT**

|  |  |  |  |
| --- | --- | --- | --- |
| **Analyst:** |  | **Design ID:** |  |
| **Agency:** |  | **Highway:** |  |
| **Date:** |  | **Project Title:** |  |
| **Improvement Concept Code:** | | |  |

1. **Did the project have Sites of Promise from the system screening?** Yes  No

Comments:

Identify the number of Sites of Promise (i.e. "flagged" locations) within the project area. Include the Meta Manager PDP or the Intersection ID as well as other contextual information (i.e. street names) to describe the location of the Sites of Promise.

1. **Did relevant crashes remain after the initial Crash Vetting Process?** Yes  No

Comments:

Identify which crashes should be targeted for engineering improvements and which were vetted out. Describe the trends and contributing factors for the crashes in each Site of Promise that is moving forward in the CGA process.

1. **Were possible safety mitigation alternatives identified in the CGA Process?** Yes  No

Comments:

For each Site of Promise evaluated in the CGA process, explain if safety improvements will be evaluated to target the crash trends and contributing factors.

1. **Were safety mitigation alternatives analyzed in this project?** Yes  No 
   1. **Provide narrative of existing geometric conditions and describe any geometric features that contributed to the type or severity of the crashes.**
   2. **Provide narrative of crash history, crash trends, and contributing factors that were targeted in the safety mitigation alternatives.**
   3. **Provide narrative and the name for each safety mitigation alternative analyzed in SMCP**
   4. **Analysis Results**

|  |  |
| --- | --- |
| Analysis Location: |  |
| Analysis Method: |  |
| External CMF Value: |  |
| External CMF Source: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Base | Alt. A | Alt. B | Add/Remove columns |
| Alternative Name |  |  |  |  |
| Fatal & Injury Crashes |  |  |  |  |
| Property Damage Only Crashes |  |  |  |  |
| Total Crashes |  |  |  |  |
| Benefits |  |  |  |  |
| Cost |  |  |  |  |
| B/C |  |  |  |  |

Comments:

Describe the analysis results.

* 1. **Provide narrative of reasonable and acceptable safety mitigation alternatives for consideration**

**in the project improvement process**

**ATTACHMENTS**

Include all attachments in the final SCD and submit as a PDF

1. Project Information
   1. Project Location/Overview Map
   2. Crash Diagram(s)
2. Sites of Promise Documentation
   1. Meta-Manager spreadsheet
   2. Intersection Network Screening spreadsheet
3. Crash Vetting Documentation
   1. WisTransPortal crash data spreadsheet with vetting comments
4. Contributing Geometric Analysis Documentation
   1. Safety Certification Worksheet
5. Safety Mitigation Certification Documentation
   1. Layout/Schematic for each alternative
   2. Cost estimate for each alternative
   3. IHSDM Crash Prediction Evaluation Report for each alternative
   4. IHSDM Economic Analysis Report
   5. Highway Safety Benefit Cost Analysis Tool results