



# Illinois Department of Transportation

Office of Highways Project Implementation / Bureau of Local Roads & Streets  
2300 South Dirksen Parkway / Room 205 / Springfield, Illinois / 62764

**FILED**

April 27, 2023

**APR 28 2023**

**CIRCULAR LETTER 2023-14**

*Cathy Jenkins*  
COUNTY CLERK  
VERMILION CO. IL.

## **FY 2025 LOCAL HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) CALL FOR CANDIDATE PROJECTS**

COUNTY ENGINEERS / SUPERINTENDENTS OF HIGHWAYS MUNICIPAL ENGINEERS / PUBLIC WORKS DIRECTORS / MAYORS METROPOLITAN PLANNING ORGANIZATIONS – DIRECTORS TOWNSHIP HIGHWAY COMMISSIONERS / CONSULTING ENGINEERS

### **CALL FOR CANDIDATE PROJECTS (HSIP):**

The Illinois Department of Transportation (IDOT) intends to add a FY 2025 local increment to the Highway Safety Improvement Program (HSIP) when we develop the overall proposed FY2025-2030 Multi-Year Highway Improvement Program. Recognizing that 50% of the fatal and serious crashes occur on the local highway system, and the critical role that funding plays in meeting those safety goals, IDOT intends to commit \$31.3 million for the FY 2025 cycle.

Applications for this funding program will be received through **Friday, June 30, 2023 at 5:00 PM CT**, and the announcement of the selected projects for funding will be made in September of 2023. In addition to the information contained within this Circular Letter, applicants are directed to visit and explore the [HSIP website](#) which contains information on the IDOT HSIP Policy and analysis tools, that may be used to guide the applicant through the application process. Additional tools are also provided in the “Submission Requirements and Resources” section of this Circular Letter below.

As a reminder and accompanying opportunities that also focus on safety, IDOT encourages LPA's to consider submitting applications for two (2) federal discretionary grant programs that are currently accepting applications. Please check both [CL2023-12](#) (Safe Streets and Roads for All) and [CL2023-13](#) (Wildlife Crossing Discretionary Grant Pilot Program).

### **PROGRAM PURPOSE, DETAILS, AND IMPORTANT CRITERIA:**

With the passage of the Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL), the Highway Safety Improvement Program's eligibility has been expanded to address the growth in fatalities and meet the “moving toward zero” initiative. Achieving a significant reduction in traffic fatalities and serious injuries is paramount to IDOT. With each application, a strong consideration must be articulated that should focus upon specific safety strategies that offer significant benefit to the reduction of fatal and serious injury crashes. A principal component of the HSIP is to identify the issue(s) contributing

to the fatal and serious injury crashes, and how the safety strategy will address and resolve these issues.

Applicants should be aware of these critical items:

- **IDOT will prioritize projects that protect Vulnerable Road Users -** The term Vulnerable Road User (VRU) is used to describe bicyclists and pedestrians, as they sustain a greater risk of injury in any collision with a vehicle, and are therefore highly in need of protection against such collisions. VRU fatalities have been increasing in the US at an alarming rate. In Illinois, VRU represented 17% of annual fatalities statewide from 2016 to 2020, and as such IDOT is required to obligate not less than 15% of its HSIP on projects that protect VRU. IDOT will strongly support safety projects that incorporate design practices to protect Vulnerable Road Users.
- **IDOT also encourages the submittal of High Risk Rural Road (HRRR) projects -** HRRR projects are located on rural major collector, rural minor collector, or rural local roads.

IDOT will also prioritize the selection of projects that address the 2022 Illinois Strategic Highway Safety Plan emphasis areas, such as roadway departures, hazardous intersections, and pedestrians' conflicts. In order to meet the legislative intent of the broadened eligibility requirements under BIL/ IJJA, IDOT will also consider system-wide, systemic, safety improvements. These may applications include items such as signage, high friction surface treatment, new pavement markings and projects to maintain minimum level retro reflectivity, rumble strips, chevrons, guardrail improvements / upgrades, guardrail end terminal upgrades, etc. The FHWA provides guidance on systemic approaches, which can be found via the following link: [FHWA – A Systemic Approach to Safety](#). The funding limitation on guardrail improvements / upgrades and guardrail end treatments will be a maximum of \$1,000,000 of federal HSIP funds (plus the ten [10] percent local match) per Local Public Agency.

HSIP funds may be used for a total reconstruction or also to address safety issues without completely reconstructing entire roadway segments or intersections to the latest policies and standards. Projects where other sources of funding are included for non-safety components are favorable and should also be submitted.

The federal funding level per project is a maximum 90 percent of the total eligible improvement cost for the project with the local public agency responsible for the ten (10) percent matching funds and any non-participating items. All phases of a safety improvement project are eligible for this program, including preliminary engineering, design, construction, and construction engineering. Right-of-way costs are typically not eligible to be covered by this funding program. Local public agencies shall obligate these funds within two (2) years of the Fiscal Year for which they are announced, or funds will be rescinded.

**SUBMISSION REQUIREMENTS & RESOURCES:**

Application materials can be accessed on the [HSIP website](#) under Local HSIP. Each candidate project must have a cover letter, completed LRS Grant application, HSIP candidate form, benefit to cost ratio form, raw crash data in an Excel spreadsheet, project location map, photographs of the project location, estimated project cost breakdown (including contingencies and non-participating items), estimated project timeline, a project narrative, LRS Risk Assessment, and a Conflict of Interest Form.

The project narrative should be a brief one to two pages summary of the project history, crash locations, and desired safety improvements. The project narrative should not include information on every aspect of every crash on the project, every aspect of the desired improvement, or letters of support from other entities concerned about the project.

The application form should be completed with as much information as possible about the subject project. The crash table should be completely filled in with crash totals or zeros if no crash types were present. Data should be used from the most current 5 year period. This includes any application that is a resubmittal from a prior year. The estimated project cost should be the total cost for the completed project. If a lesser amount should be used to calculate the HSIP funding (due to contingencies and non-participating items), please indicate this reduced amount on the application form.

The project location map should include information as to where all crashes occurred within the project limits during the crash evaluation period. The estimated project timeline should include information on time requirements for Phase I engineering, Phase II design, a target letting date, and an estimated construction completion date.

Several resources have been developed to aid Local Public Agencies in identifying locations and emphasis areas. These include county emphasis area tables, heat maps, data trees, pedestrian corridors, top 50 curves, and the 2023 Local Safety Tier List. These resources are available to be used to develop your HSIP application. The Safety Tiers are broken out in different categories such as High, Medium, Low for both intersection and segment locations. Safety Tiers allow transportation officials to understand relative performance of a location compared to similar types of roadways or intersections. The Safety Tiers allow more locations to be identified and analyzed for similar roadway features and potential crash trends.

IDOT also encourages candidates with projects on two lane rural roads with run off the road crashes to utilize the Run-Off the Road Initiative (RORI) tool. This tool assists with the selection of the proper safety treatment needed to improve the hazardous location.

The RORI tool and the 2023 local Safety Tiers are available in the Tools section of the **Safety Portal** in the area for Heat Maps and 5% reports. Attached, please find information on how to access and use the portal.

To aid in the application process, an example of a successfully completed application is attached. Please refer to this example as you complete the paperwork required for the FY 2025 HSIP application.

In summary, each candidate application submittal should contain the following information:

1. Cover Letter
2. LRS Grant Application
3. BSPE HS1 – HSIP Candidate form
4. Benefit to Cost Ratio form
5. Raw crash data in Excel spreadsheet
6. Project location map
7. Project photographs
8. Estimated project cost breakdown
9. Project timeline
10. Project narrative
11. BLR 04101 – LRS Risk Assessment
12. BoBS 2831 – Disclosure of Conflicts of Interest

**2023 LOCAL HSIP INFORMATIONAL WEBINAR:**

Please note that the Bureau of Local Roads & Streets and the Bureau of Safety Programs & Engineering will be hosting a webinar on **May 11<sup>th</sup>, 2023 from 1:30PM to 3:00PM** to discuss the HSIP and how to submit a quality application. The webinar can be accessed using the following link: **2023 Local HSIP Webinar**

**Again, completed applications should be sent electronically to the appropriate District Local Roads and Streets Engineer no later than 5:00 CT on Friday, June 30, 2023.**

Questions concerning the Local HSIP may be directed to Mr. Stephane B. Seck-Birhame, Local Program Development Engineer, by telephone at (217) 782-3972 or by email at [Bablibile.Seck@illinois.gov](mailto:Bablibile.Seck@illinois.gov)

Sincerely,



George A. Tapas, P.E., S.E.  
Engineer of Local Roads and Streets

Attachments

cc: Alan Ho, FHWA Illinois Division  
Todd Schmidt, FHWA Illinois Division  
Justan Mann, IDOT, Acting B.C., Safety Programs and Engineering  
Shane Schneider, Illinois Association of County Engineers  
Brad Cole, Illinois Municipal League  
Jerry Crabtree, Township Officials of Illinois  
Arnie Vegter, Township Highway Commissioners of Illinois



**Illinois Department  
of Transportation**

**IDOT Safety Portal**  
Getting Started & Overview Guide

Document Last Saved:

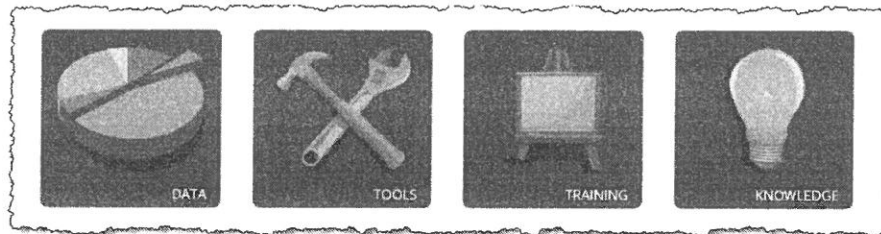
8/25/2014

Version: 0.9

# 1 Overview

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The IDOT Safety Portal is a new secure website where IDOT can share current and past crash reports as well as crash data with the community of safety partners. The IDOT Safety Portal is also designed to be easily expanded and enhanced in the future. The Safety Portal is grouped into four areas: Data, Tools, Training, and Knowledge.



At the present time, the Safety Portal offers valuable functionality including the ability to:

- search and retrieve individual crash reports as soon as IDOT receives them
- view the location of a crash on a map and click a link to view the crash report image
- access the full 10-year retention period for historical and trend analysis purposes
- generate standardized summary reports of crash data based on input parameters
- allow MCR agencies to retrieve their past MCR reports so they can shut down their MCR implementation
- collaborate with other similar safety partner organizations to improve roadway safety
- receive announcements from IDOT targeted to the safety partner community
- do much more – not only now, but also in the future

Since the IDOT Safety Portal is a secure site, it requires that all the users be registered and also vetted (sponsored) by a safety partner organization. With this initial release, the Safety Portal is being opened up to the following organization types:

- Law Enforcement (LE) Agencies – key partners who keep the roads safe and generate the crash reports
- County Engineers (CE) – key partners on the local road system
- State agencies – IDOT districts, SOS, DNR
- Federal agencies

The registration contains the following basic steps:

- 1) Obtain a State of Illinois Public Account login from the State of Illinois Central Management Services department using this link: <https://www2.illinois.gov/sites/accounts/Pages/default.aspx>. Select Create a new Account and enter the required information.
- 2) This login can be used for other state systems now and in the future. Most State users will be able to use their state network logins.
- 3) Request access to the IDOT Safety Portal. At this point you will identify/request your access based on your organization.

- 4) Your access request will be routed to a designated vetter for your organization. That vetter will login to the Safety Portal and vet (sponsor) you as being a valid member of that organization and thereby grant you access to all the items that organization has access to.
- 5) IDOT administrators will then approve and grant you final access to the Safety Portal.

These steps are necessary to make sure the crash data is and remains secure. Since these steps involve several different people, the registration process is not immediate and can take several days to complete. But once the registration process is complete, you can quickly, easily and securely access the data in the Safety Portal. More information, including URLs and step by step instructions, are included in the registration section of this document.

The goal of the IDOT Safety Portal is to empower the community of safety partners with actionable information not only now, but also in the future. If you have any questions or problems, feel free to contact us at [DOT.SafetyPortalHelpDesk@illinois.gov](mailto:DOT.SafetyPortalHelpDesk@illinois.gov) or through the Safety Portal itself.

## 2 Safety Portal Location

The IDOT Safety Portal is located at <https://webapps.dot.illinois.gov/SafetyPortal/>

When you connect to this site the first time, you will be redirected to log in. If you don't have a State of Illinois Public Account login, you can easily create one (described below in Section 3). Once you have logged in, you will be redirected back to the IDOT Safety Portal and should see the home page with announcements displayed as shown below.



If you bookmark this page, you can quickly get back to the Safety Portal.

### 3 Registering for the IDOT Safety Portal

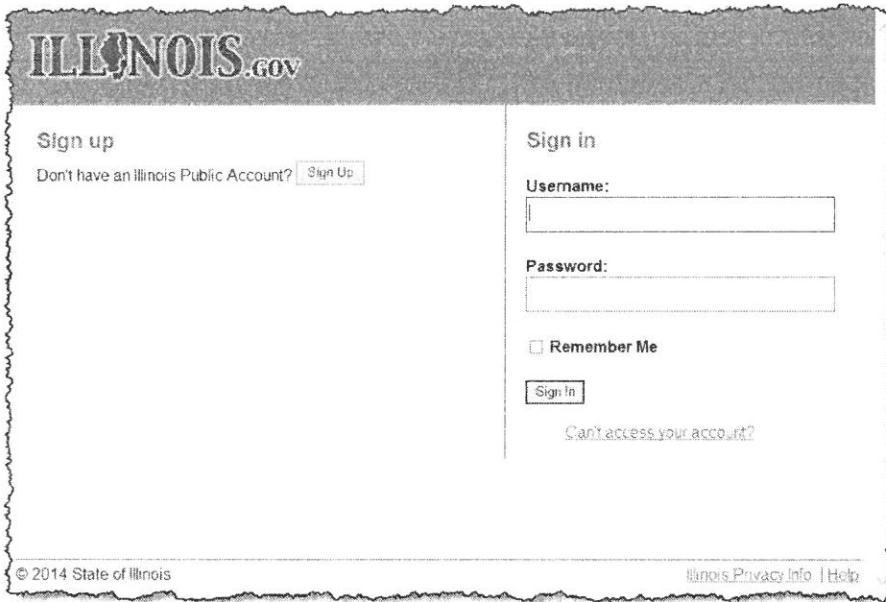
There are several steps to register for the IDOT Safety Portal. Once completed, you can quickly access the Safety Portal. Briefly these steps include:

- 1) Obtain/Use an Illinois.gov Public Account
- 2) Request Access to the Safety Portal as a member of a partner organization
- 3) Vetting of your access request
- 4) IDOT approval of your access request

Each of these will be discussed below.

#### 3.1 Illinois.gov Login Page

The first time you try to log onto the Safety Portal, you will be redirected to an Illinois.gov login page.



<https://cmspublic.illinois.gov/CookieAuth.dll?GetLogon?curl=Z2Feben&reason=0&formdir=4>

NOTE: State employees can log in with their network login, their domain name and their password. Some state employees outside of the CMS network may not be able to log in and will have to create an Illinois Public Account.



### 3.1.1 Creating an Illinois Public Account ID

If you need to create an Illinois Public Account, click on the SIGN UP button and the following screen will be displayed. All fields are required. After clicking the Register button, you will receive an email confirmation with your Illinois.gov public ID.

The screenshot shows the 'ILLINOIS.gov' logo at the top. Below it, the text reads 'Accounts > Create a new Account' and 'Create a new Account'. Underneath is the title 'Self-Registration Form'. A note states: 'All fields are required in order to create your Illinois Public Account.' The form contains the following fields and instructions:

- First Name:** [Text input field]
- Last Name:** [Text input field]
- Email Address:** [Text input field]
- Confirm Email Address:** [Text input field] with a note: 'Confirm your email address. The two email addresses must match exactly.'
- Choose your Username:** [Text input field] with a note: 'Your Username can include letters, numbers, and periods (dot, not start or end with a period) and must be between 6 and 20 characters long. Examples: John.Doe, J.Smith.'
- Password:** [Text input field] with a note: 'Enter a password that conforms to the State of Illinois password requirements (You may be required to use a password manager)'
- Confirm Password:** [Text input field] with a note: 'Confirm your password. The two passwords must match exactly.'

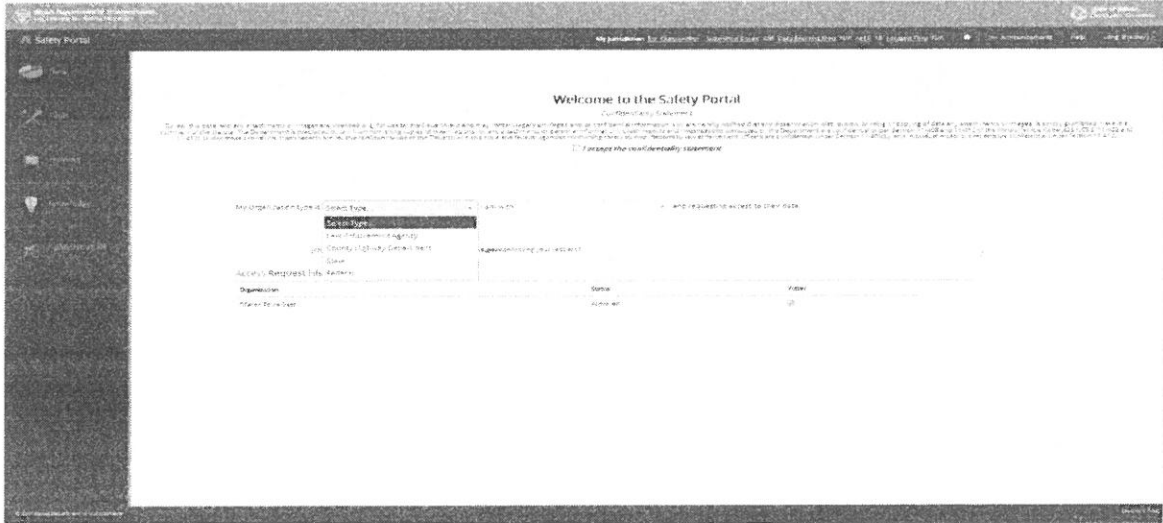
At the bottom of the form are two buttons: 'Register' and 'Cancel'.

<https://www.illinois.gov/sites/accounts/Pages/CreateanewID.aspx?Source=https%3A//cmspublic.illinois.gov/cookieauth.dll%3FGetLogon%3Fcurl%3DZ2Feben%26reason%3D0%26formdir%3D4>

**NOTE:** You get to create your username which must be unique within Illinois.gov. If a username you create is not unique, you will be prompted to create a different username. Enter a username that you will easily remember. If you have any issues with your Illinois.gov public ID, please contact the CMS help desk.

### 3.2 Initial sign on to IDOT Safety Portal

Once you have logged in with your Illinois.gov Public ID, you will be redirected back to the following page for your initial login to the IDOT Safety Portal.



- 1) Select an organization type based on the following table:

Select . . .	If you . . .
Law Enforcement Agency	belong to a law enforcement agency (excluding Illinois State Police Headquarters)
County Highway Department	are an engineer with one of the 102 Illinois counties
State	work for any State of Illinois office including Illinois State Police Headquarters
Federal	Work for any Federal office

- 2) With your organization type selected, you will be provided with a listing of appropriate organization names. Please select the correct organization
- 3) Lastly, please review and accept the confidentiality agreement

Click the SEND REQUEST button. This will trigger emails to be sent to the designated vetter for that organization. You will also receive a confirmation email.

### 3.3 Vetting User Access Requests

Once your IDOT Safety Portal access request has been submitted, it is routed to the designated vetter(s) for your organization. That person will log into the Safety Portal and vet your access request. The steps to vet users for the organization are listed in the IDOT Safety Portal Organization Vettors Guide. Once you have been vetted, you will receive an email. If you have not been vetted in a few days, please contact your organization's vetter.

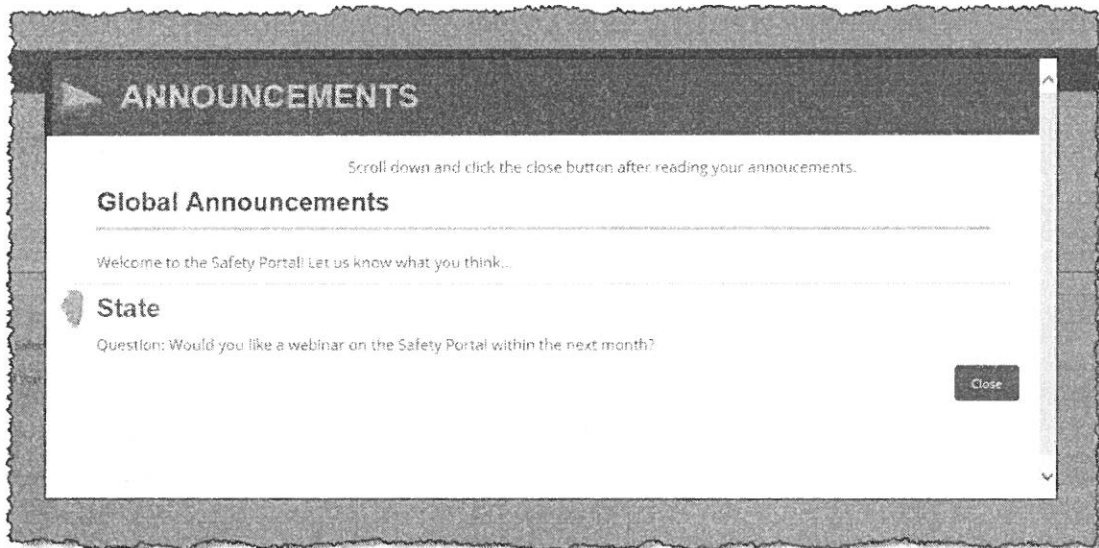
In the initial case where you are the vetter and the first person to sign up for your organization, IDOT will approve your access request and set you up as the vetter. If you have any questions or problems, contact [DOT.SafetyPortalHelpDesk@illinois.gov](mailto:DOT.SafetyPortalHelpDesk@illinois.gov).

### 3.4 Final IDOT Approval

Once you have been vetted, IDOT will quickly review your access request and approve it. You will receive an email notice and can then log into the IDOT Safety Portal. If you have any questions or problems, contact [DOT.SafetyPortalHelpDesk@illinois.gov](mailto:DOT.SafetyPortalHelpDesk@illinois.gov).

## 4 Navigating the IDOT Safety Portal

Once you log into the Safety Portal, you will see the announcements. These announcements are targeted to the organizations to which you belong. Please review these announcements, scrolling down if necessary until you see the CLOSE button.



These announcements will pop up every time you log into the Safety Portal with any new announcements at the top of the list.

The IDOT Safety Portal is divided into several sections described below:

## 4.1 Top Banner

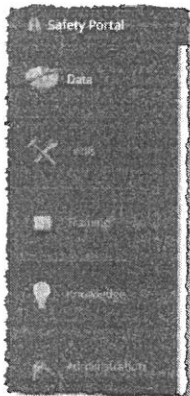
The top banner will remain visible as you use the Safety Portal and contains the following information:



- Key Processing statistics and dates related to your jurisdictions/organizations. These statistics and dates provide helpful information about IDOT's progress in processing the crash reports it receives. These stats are discussed in more depth in the Crash Manager Guide.
- Announcements – you can display the announcements at any time by clicking the Announcements link in the Top Banner.
- Help – you can quickly access the documentation or email the Safety Portal Help Desk
- <Your Name> - You can return to the registration page to see the status of any access requests you have submitted. You can also request access to additional organizations if you work for multiple organizations.

## 4.2 Side Navigation Bar

The side navigation bar (shown below) will also remain visible as you use the Safety Portal. The image and text below show and describe all possible sections in the navigation bar. What you will see will depend on the type of organization you are registered with and if you are designated as a vetter. Clicking the icons expands and collapses the various sections

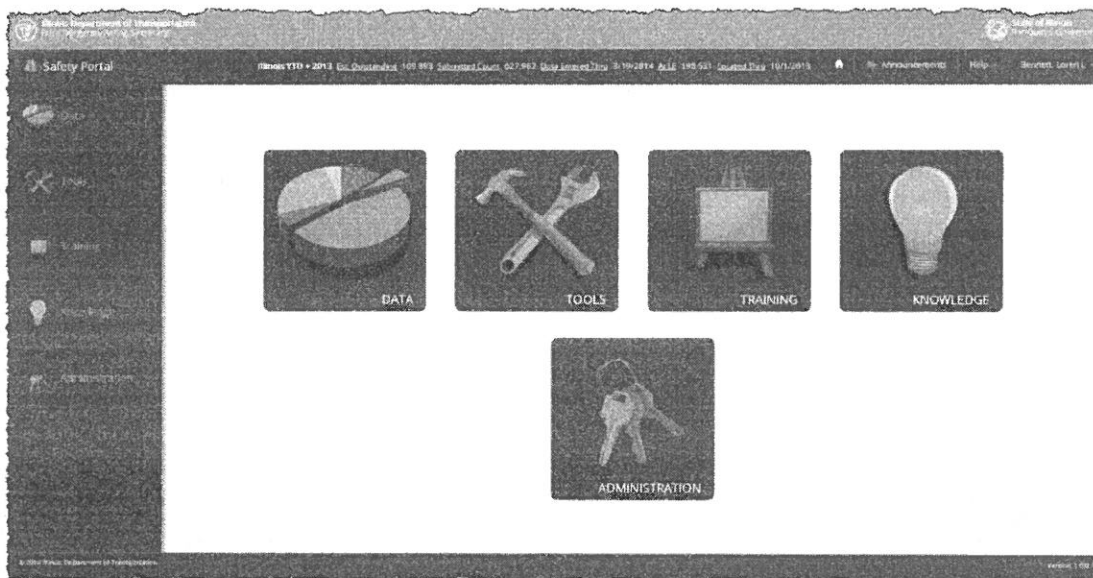


The following provides a brief description of the functions available within each section.

- DATA – access to raw data about individual crashes
  - Crash Manager – a robust search screen to search for individual crashes. The Crash Manager is further discussed in the Crash Manager Guide
  - Dashboard – a graphical view of the Law Enforcement Agency’s reporting levels (Law Enforcement Only)
- TOOLS – access to additional utilities
  - Crash Forms Request – (Law Enforcement Only) request additional paper crash forms
  - Preferred Truck Routes – For county engineers to maintain their preferred truck routes – requires a separate login
  - Heat Maps & 5% Reports – additional analysis on crash data
- TRAINING
  - SR 1050 Instructions
- KNOWLEDGE
  - Collaboration – a monitored discussion area for law enforcement and a separate area for county engineers to collaborate on safety issues
  - Reports – access pre-defined summary reports based on input parameters you specify
- ADMINISTRATION (Vetters only)
  - User Manager – the administration screen where users are vetted. More information available in the Organization Vetters Guide.

### 4.3 Main Window

By default, the main window (shown below) shows tiles for all the items to which you have access. For example not all people will have or need access to the administration modules. You can click on these tiles or on the side navigation bar to get around the IDOT Safety Portal. The main window will display additional details based on whatever module you are viewing.



## 5 Additional Documentation

More information on the IDOT Safety Portal can be found in the following guides:

- IDOT Safety Portal Organization Veters Guide – the steps required to vet a user’s access request for your organization (veters only)
- IDOT Safety Portal Data – Crash Manager Guide – details on how to use and leverage the Crash Manager module which includes retrieving an individual crash report as well as mapping resulting crashes
- IDOT Safety Portal Tools & Training Guide – additional details on those sections of the Safety Portal
- IDOT Safety Portal Knowledge Guide – additional details on those sections of the Safety Portal
- IDOT Safety Portal Administrators Guide – (IDOT Admins Only) – behind the scenes details on administering the Safety Portal
- IDOT Safety Portal MCR Agency Transition Guide – detailed steps on how to leverage the Safety Portal to retrieve your agency’s historical crash reports so that you can safely and confidently sunset your MCR implementation

# EXAMPLE APPLICATION

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## FY 2024 HIGHWAY SAFETY IMPROVEMENT PROGRAM GRANT APPLICATION

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HSIP Roadway Segment Improvements  
East Clay Street Pedestrian Improvements



## **Table of Contents**

1. Cover Letter
2. BSPE HS1 – Application Form
3. Benefit to Cost Ratio Form
4. RAW Crash Data
5. Project Location Map
6. Project Photographs
7. Estimated Project Cost Breakdown
8. Project Timeline
9. Project Narrative
10. Uniform Application for State Grant Assistance
11. Uniform Grant Budget Template
12. Programmatic Risk Assessment Questionnaire
13. Conflict of Interest Form



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SECTION 1  
COVER LETTER

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ENGINEERING DEPARTMENT

June 9, 2022

Illinois Department of Transportation  
Division of Highways / Region 5 / District 8  
Mrs. Rebecca Tharp  
1102 Eastport Plaza Drive  
Collinsville, IL 62234

Re: FY 2024 Local Highway Safety Improvement Program (HSIP)  
City of Collinsville  
East Clay Street from North Morrison Avenue to North Seminary Street

Dear Mrs. Tharp,

The City of Collinsville has a history of pedestrian and vehicular accidents along a portion of East Clay Street, commencing at its intersection of North Morrison Avenue and concluding at its intersection with North Seminary Street. The total length of the roadway segment is 0.20 miles, and the proposed improvements are planned for all the intersections along the entire segment. From 2016 to 2020 there were 15 reported crashes along this roadway segment, including two pedestrian crashes, and one pedacyclist crash. The injuries and crashes are classified as follows: Type B (4), Type C (1), and PDO (10). To reduce the number of pedestrian incidents, the intersections along this segment will be upgraded with bumpouts and high visibility crosswalks.

East Clay Street is a minor arterial, with an ADT of 4,520, and consists of two 10-foot driving lanes and two 8-foot parking lanes. There are pedestrian accommodations along the roadway consisting of a sidewalk on the north that is 10-foot or wider and a sidewalk on the south that varies between 4-foot and 5-foot wide. This section was streetscaped and resurfaced in 2017. Since the streetscape, the Old Herald Brewery opened on the north side of East Clay Street, between North Center Street and North Morrison Avenue, bringing with it an increase in foot traffic to the area. There is more development currently underway along this road section, which is expected to increase pedestrian traffic along this segment of road. At each of the intersections there is poor pedestrian visibility due to the distance the crosswalk is from the driving lanes.

This project is an ideal candidate for the local Highway Safety Improvement Program to reduce pedestrian related crashes, pedacyclist crashes, and parked vehicle crashes. This street segment is active with pedestrian and vehicular traffic and while there are designated cross walks,

125 S Center Street  
Collinsville, IL 62234



ENGINEERING DEPARTMENT

pedestrian visibility is limited. The limited visibility is due to the parking lanes on both sides of the roads, with pedestrian view partially block by parked vehicles.

Countermeasures to help increase pedestrian safety were reviewed and the benefit-cost tool was used to select the recommended solution. The installation of bumpouts will provide a safe refuge and reduces the crossing distance for pedestrians, and the addition of highly visible crosswalks and pedestrian crossing signage will help increase driver awareness of pedestrian to help improve pedestrian safety.

The benefit-cost ratio for the 5-year analysis period was calculated to be 1.90. These pedestrian incidents have all happened since the streetscaping project that was completed in 2017 and are expected to increase as this area develops and pedestrian traffic increases. The City's goal is to address these pedestrian safety issues before they worsen.

The City of Collinsville is prepared to provide the local match of 10% for these improvements. The total estimated cost for this project is \$336,000, which includes all the contracted work associated with the construction of this project. The City of Collinsville is requesting \$302,400.00 (90% of the improvement total cost) in funding from the Highway Safety Improvement Program.

Sincerely,

Troy Turner, PE, CFM  
City Engineer  
City of Collinsville

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SECTION 2  
BSPE HS1 – APPLICATION FORM

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FY

ID:	Contract:	Award Date:	Completion Date:
District: 8	County: Madison	City: Collinsville	
Key route: 9126	Marked route:		
Road Name: East Clay Street	Intersecting Roadway: N/A		<input type="checkbox"/>
Length: 0.20 miles	<input type="checkbox"/> N/A	Mile station:	to

**Location Description:** East Clay Street from North Morrison Avenue to North Seminary Street

Rural  Urban **Lanes:** 2

**AADT(Segment):** 4520 **Total Entering AADT (Intersection):** **Speed Limit:** 25 mph

**Friction Test Results:**  N/A **Lighting Present:**  Y  N

**CHSP Emphasis Area(s):** Pedestrian  District Documentation  Systematic Improvements  N/A

**Peer Group:** 11 - Urban AADT > 2,500 / two lanes  N/A

**Other:**

Crashes Details												
Year	Total Crashes	Fatal Crashes	Fatalities	A-Injury Crashes	A-Injuries	B-Injury Crashes	B-Injuries	C-Injury Crashes	C-Injuries	PDO	Wet-Weather Crashes	Darkness (Not lighted) Crashes
2016	5	0	0	0	0	1	1	0	0	4	2	1
2017	2	0	0	0	0	2	1	0	0	0	0	0
2018	2	0	0	0	0	0	0	0	0	2	0	1
2019	2	0	0	0	0	1	1	0	0	1	0	0
2020	4	0	0	0	0	0	0	1	1	3	1	2
<b>Total</b>	15	0	0	0	0	4	3	1	1	10	3	4

**Location Description:** Crashes have typically occurred at intersections where view is partially obstructed by parked cars.

**Problem Description:** Some drivers are confused by the switch to one-way traffic and pedestrians are not easily visible.

**Previous Safety Improvements:** The addition of pedestrian scale lighting in 2017.

**Collision Diagram:**  Y  N **Images:**  Y  N

**Predominant Crash Types:** AG (0.0%), FO (0.0%), PD (0.0%), PDC (0.0%), Parked Vehicle (0.0%)

**Proposed Improvement(s):** Construct bumpouts at intersections, high visibility crosswalks, and pedestrian crossing signage.

**Estimated Project Cost (\$000's):** \$336 **Benefit-Cost Ratio:** 1.90

**Local Projects:**

**Annual Fatal Crash Rate (Fatal Crashes/100 Miles):** 0 **Annual A-Injury Crash Rate (A-Injury Crashes/100 Miles):** 0

**Local Roads Rural Functional Class:** Minor Arterial

**Approved:** **Central HSIP Approval Date:**

**Signed:** **Funding:**  HSIP  HRRR  RAIL

**State Safety Engineer**

**Comment:**

**Distribution:**  OPP  District  BSPE  LRS  BDE

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SECTION 3  
BENEFIT TO COST RATIO FORM

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PROJECT DESCRIPTION - PROJECT DATA INPUT (LOCAL SEGMENTS)

Project: Clay Street Safety Improvements				Prepared by: Troy Turner	
District: 8	County: Madison	City: Collinsville	Case: 6/2/2022		
Key Route: B126	Marked Route:	Mile Post:	Current AADT: 4750		
Location: Clay Street from N. Seminary St to N. Morrison Ave					
Crash data:	5 Years	Length (miles):	0.2		
	From: 2015	Begin Station:			
	To: 2020	End Station:			
Peer Group:	Peer Group 11 - Urban AADT >2,500 two lanes	Traffic Growth factor:	3.0%		
		Interest rate:	4.0%		

<b>Messages</b>
Please provide a detailed cost estimation for all countermeasures along with this summary sheet.
The analysis contains a User Defined Countermeasure (please provide supporting documentation).
The combined effect of multiple countermeasures is limited to 0.50 or the smallest CMF.

LOCAL SEGMENTS CRASH SEVERITY DISTRIBUTION BY CRASH TYPE FOR ANALYSIS PERIOD

Crash Type	All Crashes (Aggregated crash input only)	CRASH TYPE																	SPECIAL CASE		Total	
		Angle	Animal	Fixed Object	Head On	Left Turn	Other Noncollision	Other Object	Overturned	Pedestrian	Pedicyclist	Parked Vehicle	Rear End	Right Turn	Side-swing Same Direction	Side-swing Opposite Direction	Turning	Train	Night Time	Wet Pavement		
Crash Severity	ALL	AG	AN	FO	HO	LT	OtherNC	OtherO	OVT	PD	PDC	PKV	PE	RT	SSD	SOD	T	TR	NGT	WP	TOT	
Fatal Crashes																				0	0	0
A-Injury Crashes																				0	0	0
B-Injury Crashes	1									1	1								1	0	0	4
C-Injury Crashes										1										0	0	1
PDO Crashes	8			1								2				1				4	3	10

LOCAL SEGMENTS BENEFIT COST ANALYSIS

BENEFIT CALCULATIONS			COUNTERMEASURE COST CALCULATIONS						
Countermeasure	CMF	Crash Type Affected by the Improvement	Unit Cost	Quantity	Life	Total Cost	Service Life	Present worth	EUAC
# 8 35 SU.1 - Other - Install Pedestrian Crossing (With Advanced Safety Features)	0.71	All	\$8,000	7	Unit Qty	\$56,000	10	\$56,645	\$4,350
# 8 101 UD.1 - User Defined - Curb Extension	0.63	All	\$20,000	14	Unit Qty	\$301,000	20	\$301,000	\$22,150
		All							
		All							
<b>TOTAL BENEFIT</b>	<b>\$56,100</b>								<b>\$26,500</b>

<b>BENEFIT/ COST</b>	<b>1.90</b>	<b>ANNUAL NUMBER OF FATALITIES POTENTIALLY PREVENTED</b>	<b>0.00</b>	<b>TOTAL FATALITIES PREVENTED</b>	<b>0.00</b>
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\* CMF = Crash Modification Factor  
 \*\* EUAC = Estimated Uniform Annual Cost



CRASH MODIFICATION FACTORS CLEARINGHOUSE

# CMF / CRF Details

CMF ID: 1786

Install pedestrian crossing (signed and marked with curb ramps and extensions)

Description:

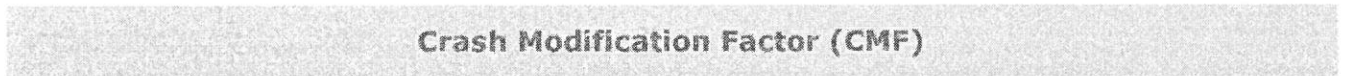
Prior Condition: *No Prior Condition(s)*

Category: Pedestrians

Study: *Toolbox of Countermeasures and Their Potential Effectiveness to Make Intersections Safer, ITE, 2004*



Star Quality Rating: Cannot Be Rated

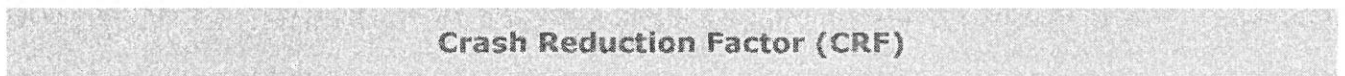


### Crash Modification Factor (CMF)

Value: 0.63

Adjusted Standard Error:

Unadjusted Standard Error:



### Crash Reduction Factor (CRF)

Value: 37 (This value indicates a **decrease** in crashes)

Adjusted Standard Error:



Unadjusted Standard Error:

### Applicability

Crash Type: All

Crash Severity: All

Roadway Types: Not specified

Number of Lanes:

Road Division Type:

Speed Limit:

Area Type:

Traffic Volume:

Time of Day:

*If countermeasure is intersection-based*

Intersection Type:

Intersection Geometry:

Traffic Control:

Major Road Traffic Volume:

Minor Road Traffic Volume:

### Development Details

Date Range of Data Used:

Municipality:

State:

<b>Country:</b>	
<b>Type of Methodology Used:</b>	
<b>Sample Size Used:</b>	

<b>Other Details</b>	
<b>Included in Highway Safety Manual?</b>	No
<b>Date Added to Clearinghouse:</b>	Dec-01-2009
<b>Comments:</b>	

This site is funded by the U.S. Department of Transportation Federal Highway Administration and maintained by the University of North Carolina Highway Safety Research Center

*The information contained in the Crash Modification Factors (CMF) Clearinghouse is disseminated under the sponsorship of the U.S. Department of Transportation in the interest of information exchange. The U.S. Government assumes no liability for the use of the information contained in the CMF Clearinghouse. The information contained in the CMF Clearinghouse does not constitute a standard, specification, or regulation, nor is it a substitute for sound engineering judgment.*

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SECTION 4  
RAW CRASH DATA

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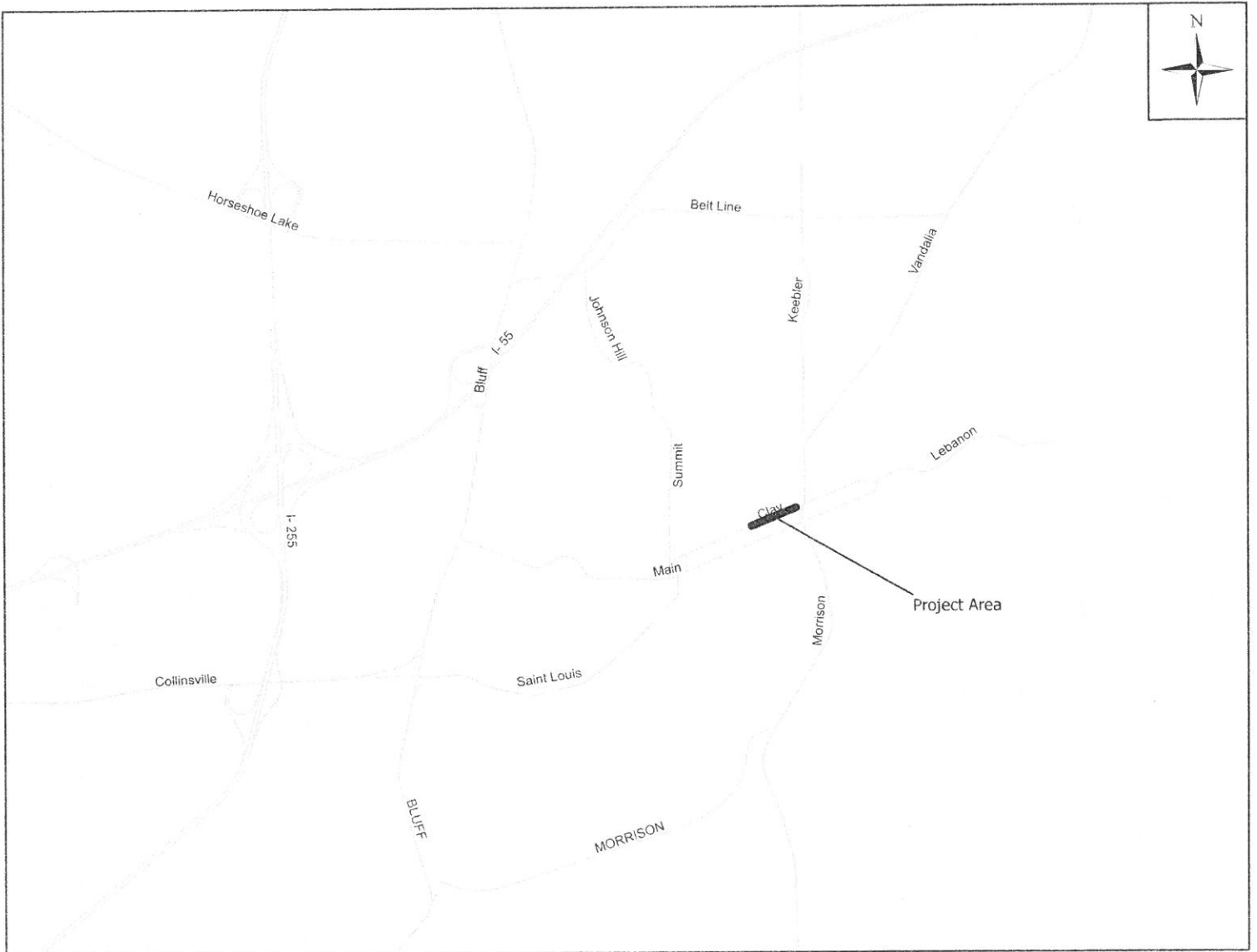
Crashes & Injuries by Year (2016 - 2020)										
Year	Total	Fatal Crashes	Fatalities	A-Injury Crashes	A-Injuries	B-Injury Crashes	B-Injuries	C-Injury Crashes	C-Injuries	Property Damage
2016	5	0	0	0		1		0		8
2017	2	0		0		2		0		3
2018	2	0		0		0		0		4
2019	2	0		0		1		0		3
2020	4	0		0		0		1		7
Total =	15	0	0	0	0	4	0	1	0	25

Raw Crash Data (2016 - 2020)											
Case ID	# Veh	Year	Month	Day	Hour	K	A	B	C	O	Collision Type
201601038631	2	2016	2	10	17					2	Angle
201601299766	2	2016	12	12	21					2	Angle
201601091189	2	2016	4	17	17					2	Sideswipe Same Direction
201601173663	1	2016	7	30	6			1		1	Pedalcyclist
201601305045	1	2016	12	18	15					1	Fixed Object
201701065152	3	2017	3	15	12			1		2	Angle
201701294056	1	2017	11	2	8			1		1	Pedestrian
201801227543	2	2018	7	24	21					2	Angle
201801060778	2	2018	2	16	19					2	Angle
201901419091	2	2019	11	10	11			1		1	Turning
201901145160	2	2019	5	14	14					2	Angle
202001257459	1	2020	10	2	15				1	1	Pedestrian
202001152385	2	2020	6	20	0					2	Parked Motor Vehicle
202001030210	2	2020	1	23	18					2	Parked Motor Vehicle
202001041266	2	2020	1	6	22					2	Angle

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SECTION 5  
PROJECT LOCATION MAP

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Legend

- 2016 Type B
- 2016 Type O
- 2017 Type B
- 2018 Type O
- 2019 Type B
- 2019 Type O
- ☆ 2020 Type C
- 2020 Type O

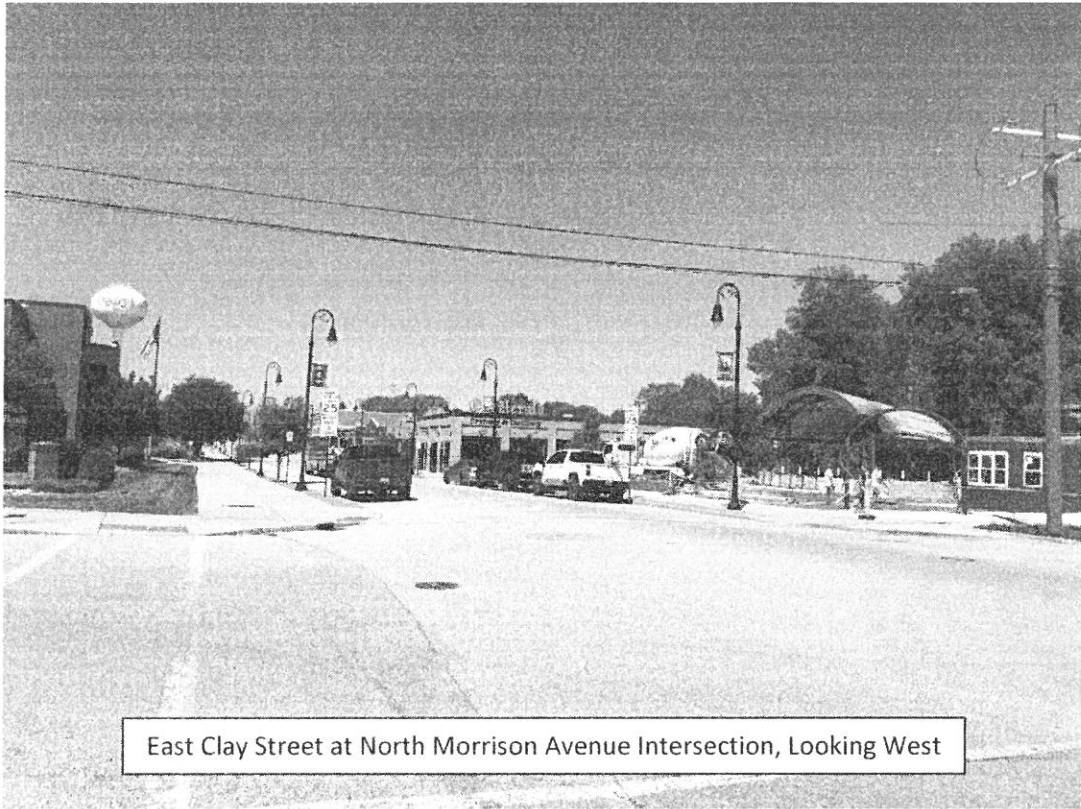




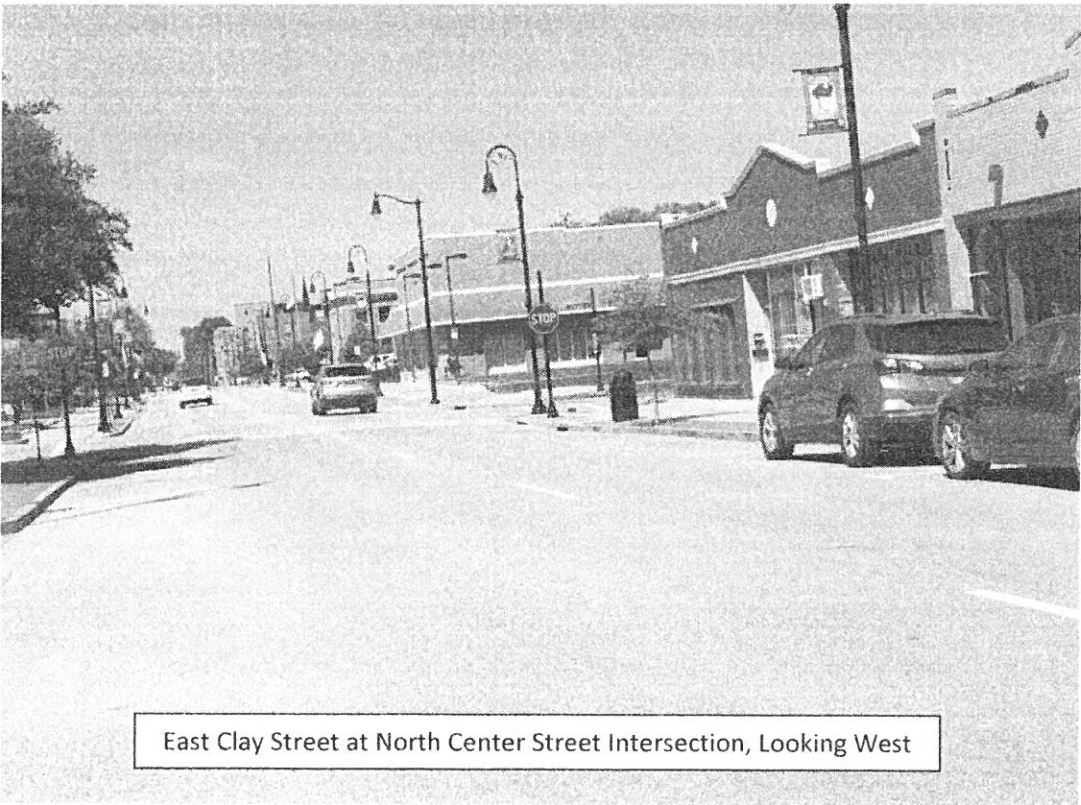
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SECTION 6  
PROJECT PHOTOGRAPHS

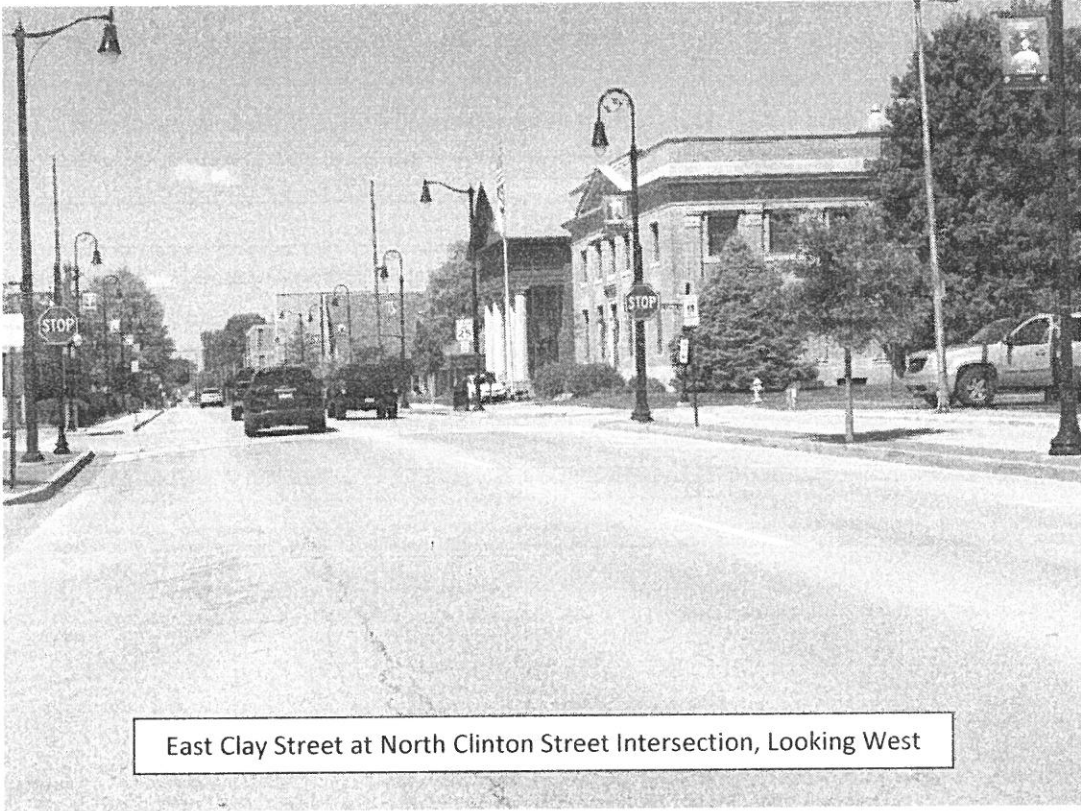
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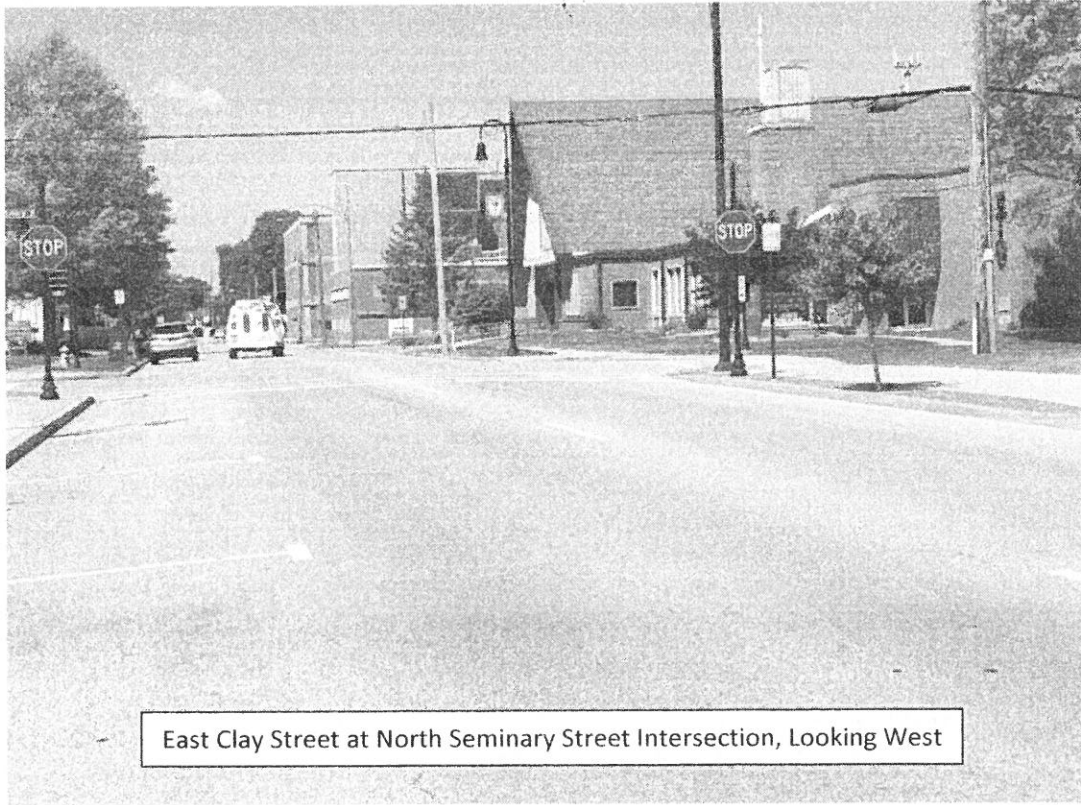
East Clay Street at North Morrison Avenue Intersection, Looking West



East Clay Street at North Center Street Intersection, Looking West



East Clay Street at North Clinton Street Intersection, Looking West



East Clay Street at North Seminary Street Intersection, Looking West

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SECTION 7  
ESTIMATED PROJECT COST BREAKDOWN

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<b>E. Clay &amp; N. Morrison Pedestrian Safety Improvements</b>				
<b>Project Budget</b>				
Item	Quantity	Unit	Unit Price	Amount
Asphalt Removal	370	SY	\$13.00	\$4,810.00
Sidewalk Removal	340	SY	\$5.00	\$1,700.00
Curb Removal	750	LF	\$10.00	\$7,500.00
PC Concrete Sidewalk, 4" Thick	5145	SF	\$10.00	\$51,450.00
Stamped PC Concrete Sidewalk, 4" Thick	875	SF	\$18.00	\$15,750.00
ADA Ramps with Detectable Warnings	28	EA	\$2,000.00	\$56,000.00
PC Concrete Barrier Curb	880	LF	\$40.00	\$35,200.00
Crosswalk	13	EA	\$600.00	\$7,800.00
Stop Bar	10	EA	\$300.00	\$3,000.00
Street Light Relocation	2	EA	\$2,500.00	\$5,000.00
Storm Sewer Remove & Replace	250	LF	\$200.00	\$50,000.00
Inlet Relocation	10	EA	\$1,600.00	\$16,000.00
<b>Sub Total</b>				<b>\$249,400.00</b>
Contingency	1	LS	\$12,500.00	\$12,800.00
Mobilization	1	LS	\$12,500.00	\$12,800.00
Restoration	1	LS	\$12,600.00	\$13,000.00
Engineering	1	LS	\$50,000.00	\$48,000.00
<b>Total</b>				<b>\$336,000.00</b>

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SECTION 8  
PROJECT TIMELINE

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**FY 2024 Highway Safety Improvement Program  
East Clay Street  
City of Collinsville**

<b>Proposed Project Timeline</b>		
Stage	Start Date	Completion Date
Notice to Proceed	09/01/2022	09/01/2022
Phase I & II Engineering	10/03/2022	9/29/2023
Proposed Letting	01/19/2024	01/19/2024
Construction	05/06/2024	08/30/2024

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SECTION 9  
PROJECT NARRATIVE

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# City of Collinsville FY 2024 Highway Safety Improvement Project Narrative East Clay Street Pedestrian Improvements

## History

The segment of East Clay Street, commencing at its intersection with North Morrison Avenue and concluding at its intersection with North Seminary, has long been an entrance into the City's Uptown area and has served as a major portion of the vehicular and multimodal transportation network in the City. East Clay Street is a minor arterial, with an ADT of 4,520 vehicles per day, and consists of two 10-foot driving lanes, two 8-foot parking lanes, and pedestrian accommodations comprised of a sidewalk on the north that is 10-foot or wider and a sidewalk on the south that varies between 4-foot and 5-foot wide. Amenities along this segment of road include the Madison County Transit District (MCT) bus depot and the City of Collinsville Police Department located at the intersection of West Clay Street and North Clinton Street.

In the past decade, this segment of Clay Street has experienced major changes. In 2017 a streetscape and resurfacing project was completed to encourage pedestrian traffic, promote economic development, and increase the longevity of the existing roadway network. Since the improvements made in 2017, the Old Herald Brewery opened on the north side of East Clay Street in 2019, which has significantly increased pedestrian traffic, on-street parking, and vehicular traffic. Old Herald Brewery is currently undergoing a major expansion, that is expected to be completed this year and will include an outdoor event venue, ice cream shop, and sports bar. This expansion is expected to increase pedestrian traffic, on-street parking, and vehicular traffic.

Although the redevelopment of this area has revitalized this street segment, it has also brought with it increased accidents, including pedestrian, vehicular, and bicycle accidents.

## Crashes

There is a history of pedestrian and vehicular accidents along this 0.20 mile portion of East Clay Street, commencing at its intersection of North Morrison Avenue and concluding at its intersection with North Seminary Street. From 2016 to 2020 there were 15 reported crashes; comprised of four type B, one type C, and ten property damage only crashes. Of these accidents one type B and the type C crash involved pedestrians, both of which have occurred since the completion of the streetscaping project in 2017.

The anticipated influx of pedestrian and vehicular traffic is expected to increase the number of pedestrian related accidents in the area. A major cause of the pedestrian related accidents is due to poor pedestrian visibility and long crossing distances.

### Safety Improvements

To reduce the number of pedestrian incidents, the intersections along this segment will be upgraded with bumpouts and high visibility crosswalks with signage. The high visibility crosswalks and signage will help increase driver awareness of pedestrians and the bumpouts will provide a safe refuge and reduce the crossing distance for pedestrians.

Currently there are pedestrian accommodations, but the only improvements to signalize pedestrian traffic are crosswalks and pedestrians are hard to see due to the vehicles parked in the parking lanes.

The benefit-cost ratio for the 5-year analysis period was calculated to be 1.90. The City's goal is to address these pedestrian safety issues before they worsen.

The City of Collinsville is prepared to provide the local match of 10% for these improvements. The total estimated cost for this project is \$336,000, which includes all the contracted work associated with the construction of this project. The City of Collinsville is requesting \$302,400 (90% of the improvement total cost) in funding from the Highway Safety Improvement Program.