

10 Strategic Transport Modeling Protocol

Once a TIS application has been submitted and reviewed, the Reviewer will determine whether a strategic transport modeling exercise is necessary. This would typically only apply to a TMP or some Standard TIS.

If it is determined that model forecasting is required, then an official application should be submitted to the DoT following DoT procedure for all modeling projects using the Transport Modeling Application Form. This application requires details on the scope of modeling work, development location, land-use, and model inputs and outputs requested.

The Transport Modeling Application Form should be filled in by transport consultants and submitted to the DoT Traffic Studies Section Head and copied to the DoT Transport Modeling Section contact person. The application is used to determine the extent of transport modeling required and the protocols to be followed.

The Transport Modeling Application Form will be provided by the DoT Modeling Section.

The DoT Modeling Reviewer will assess the application and determine the relevant modeling protocol from the following options:

- Outsource Modeling
- DoT In-house Modeling
- Other

A description of each modeling protocol is provided below. Any violations to the modeling protocol process or reporting requirements would be counted against the transport consultant.

10.1 *Outsource Modeling Protocol*

10.1.1 Once this modeling protocol is selected, DoT will forward the request to the classified consultants for modeling work for their review and cost estimate if a suitable consultant has not already been identified. The proposals will be evaluated by DoT and the final selection will be communicated to the consultant or agency that has initiated the request.

10.1.2 All electronic modeling files (2 DVDs) and a summary report must be presented to DoT for review in order to gain approval of the modeling effort. The reporting requirements are detailed in the Outsource Modeling Report Checklist provided by DoT.

10.1.3 The DoT Network Coding Guide should be STRICTLY followed and any variations to standard model processes should be highlighted and justified.

10.1.4 The Statement of Liability section of the Modeling Report Checklist must be signed by a professional with a minimum of 6 years of experience with modeling work.