

Wisconsin Transportation Management Plan (WisTMP) System User Guide

2.0



August, 2022

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1. Introduction

1.1 Description

The FHWA Final Rule on Work Zone Safety and Mobility (2004) requires all states to develop a Transportation Management Plan (TMP) process. A TMP lays out a set of coordinated transportation management strategies and describes how they will be used to manage the work zone impacts of a road project. Transportation management strategies for a work zone may include but are not limited to temporary traffic control measures and devices, public information and outreach, and operational strategies such as travel demand management, signals retiming, and traffic incident management. The scope, content, and level of detail of a TMP may vary based on the State or local transportation agency's work zone policy and the anticipated work zone impacts of the project.

The Wisconsin Department of Transportation (WisDOT) Facilities Development Manual (FDM) 11-50 defines a process for TMP preparation, review, revision, and approval stages that runs in parallel with the project development lifecycle. Post-approval revisions and amendments are also possible. The overall TMP workflow may include input from the project design team, the Regional traffic section, Bureau of Project Development and the Bureau of Traffic Operations. FHWA review and approval is also required on federal oversight projects. Depending on the complexity of the project, different levels of traffic data analysis are incorporated into the TMP. Although the 60% TMP approval date is recorded on the DSR, an important feature of the WisDOT TMP process is to recognize the TMP as a living document that should be reviewed and modified during the course of the project.

1.2 Objectives of the WisTMP system:

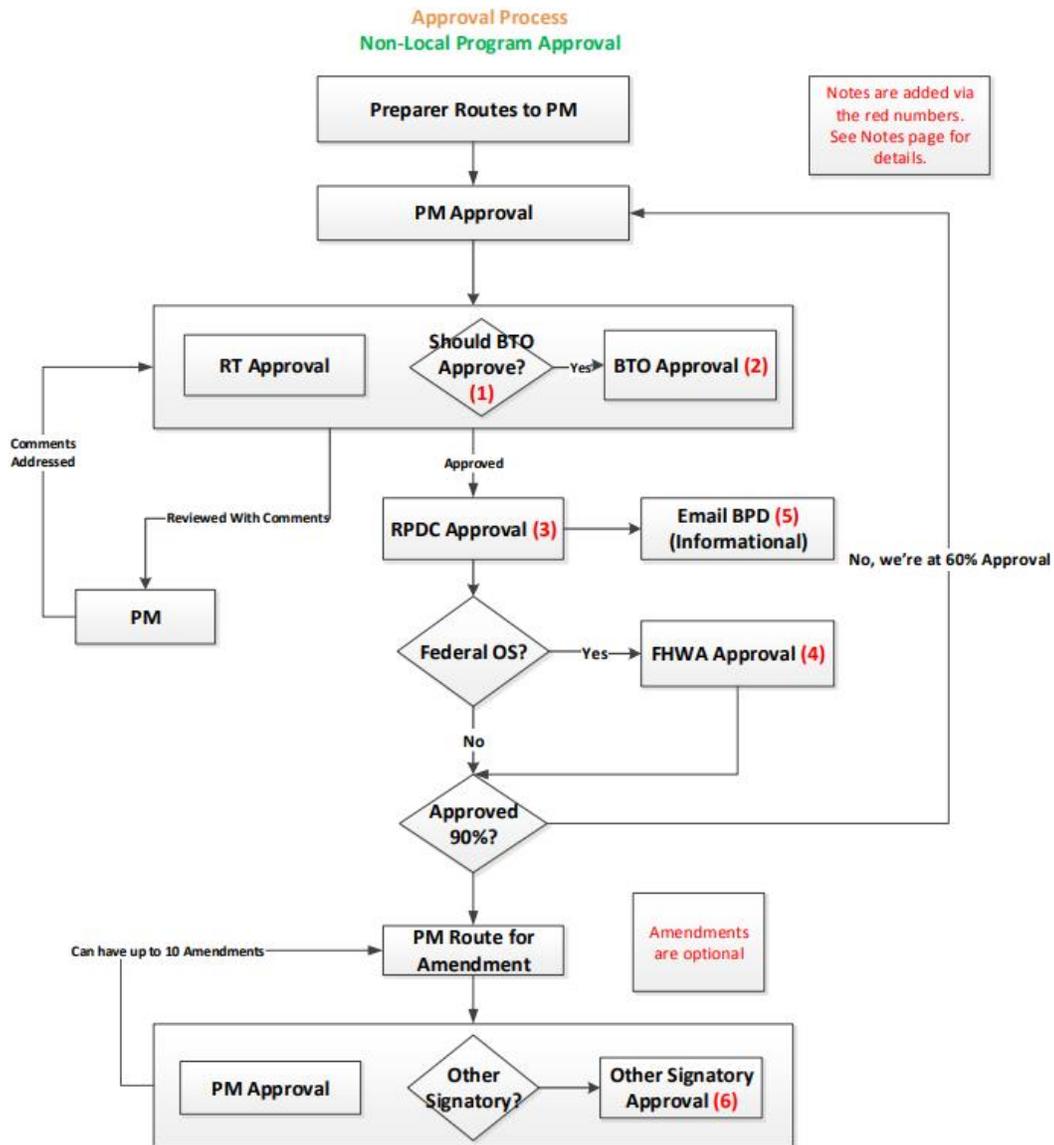
The WisTransPortal online TMP System is a centralized, web-based system to manage the preparation, approval and revision process. It provides a searchable online repository of all Wisconsin TMPs, and provides capabilities to leverage TMP information for performance measures, mapping, and integration with other traffic operations and safety data. Its main objectives are:

- Enhancement of TMP document sharing and collaboration.
- Streamline the TMP preparation and approval process.
- Improve data quality and consistency across TMPs.
- Facilitate ongoing access, review, and revision of a TMP over the full project lifecycle.
- Leverage TMP information for additional work zone planning and operations applications.
- Archive TMPs on the WisTransPortal.

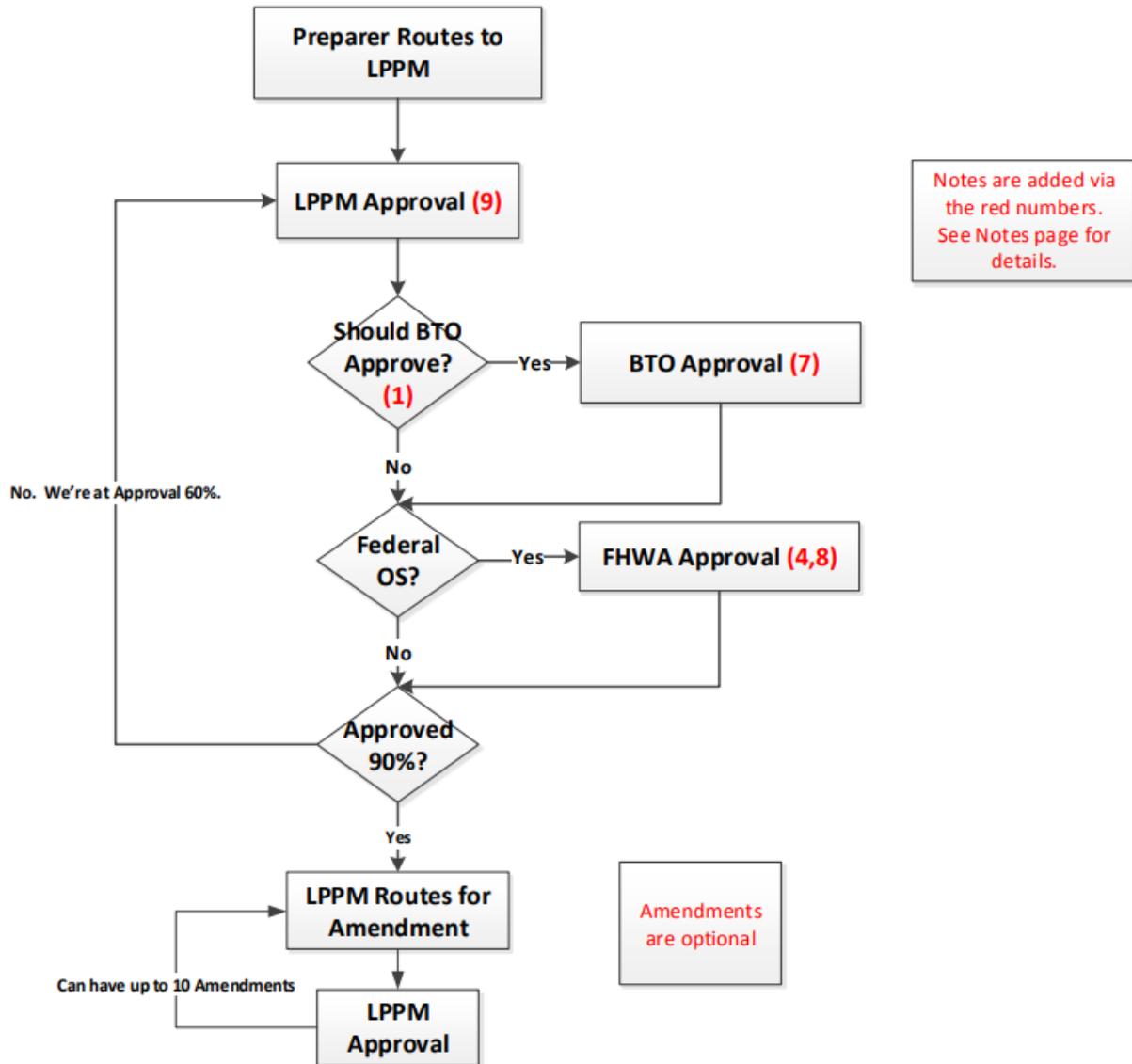
2. TMP Process

The TMP process is very similar in creating the initial document if the project is either a local program or state project. A difference occurs in the approval process of the TMP. The design process is not affected by these different approval processes. Shown below are two different flow charts of the TMP process.

2.1 TMP Flow Charts



Approval Process
Local Program Approval



Notes

1. Assumes that the TMP Types are changed from 4 Types to 3 Types.

TMPs that have any of the following should be routed to BTO for Approval:

- All Type 3 projects
- Any project with the any of the following:
 - Federal Oversight
 - Innovative Contracting(lane rental, enhanced liquidated damages, etc...)
 - Speed Declarations on 65 or 70 mph routes
 - Nonstandard mitigation strategies
 - Law Enforcement mitigation

2. If the RTE has not signed the TMP yet, and the TMP is changed, meeting the criteria for BTO Approval (see Note 1), then the TMP is routed for BTO Approval as well.

3. If RPDC has not signed the TMP yet, and the TMP is changed, meeting the criteria for BTO Approval (see note 1), then we reverse RPDC routing & reroute to BTO.

4. If FHWA has not signed the TMP yet, and the FedOS changes to No, then we reverse FHWA routing.

5. BPD is no longer an approver, but should retain the ability to view “current” versions of a TMP that has been approved by RPDC but prior to FHWA approval.

6. Before PM Routes for Amendment, the PM has the option of adding Other Signatories that the Amendment should be routed to. The PM has the option of removing them as well. The PM and any Other Signatory must sign the Amendment for it to be approved.

7. If BTO has not signed the TMP yet, and the TMP is changed as to not need BTO approval (per the criteria in Note 1), then BTO routing is reversed.

8. If FHWA has not signed the TMP yet, and the TMP is changed, meeting the criteria for BTO Approval (see Note 1), then FHWA routing is reversed, and the TMP is rerouted to BTO.

9. The MC position is being eliminated. The LPPM now will create the TMP and route it.

2.2 TMP Statuses

Throughout the life of a TMP within the WisTMP system, a TMP will be assigned different statuses. This begins with a CREATED status during the preliminary design stage and ends with a COMPLETED status after construction is finalized. Below is a brief description of the different TMP statuses.

CREATED: A TMP is assigned the CREATED status when a Project Manager (PM) first sets up the TMP.

UNDER PREPARATION: A TMP is assigned the UNDER PREPARATION status when the PM performs a “Route for Preparation” action.

SUBMITTED FOR PM APPROVAL: A TMP is assigned the SUBMITTED FOR PM APPROVAL status when a Preparer performs a “Route for PM Approval” action. The TMP can be routed for Approval (60%) only after PM approves at this stage.

PM APPROVED (60%): A TMP is assigned the PM APPROVED (60%) status when the PM signs the TMP under Approval 60%.

SUBMITTED FOR REVIEW (60%): A TMP is assigned the SUBMITTED FOR REVIEW (60%) status when the PM performs a “Route for Review (60%)” action.

SUBMITTED FOR APPROVAL (60%): A TMP is assigned the SUBMITTED FOR APPROVAL (60%) status when the PM performs a “Route for Approval (60%)” action. Approval of the RT, Bureau of Traffic Operations (BTO), and Regional Project Development Chief (RPDC) will be required before the Federal Highway Administration (FHWA) approval.

APPROVED (60%): A TMP is assigned the APPROVED (60%) status when all signatories have approved.

PM APPROVED (90%): A TMP is assigned the PM APPROVED (90%) status when the PM has signed the TMP under Approval 90%.

SUBMITTED FOR REVIEW (90%): A TMP is assigned the SUBMITTED FOR REVIEW (90%) status when the PM performs a “Route for Review (90%)” action.

SUBMITTED FOR APPROVAL (90%): A TMP is assigned the SUBMITTED FOR APPROVAL (90%) status when the PM performs a “Route for Review (90%)” action. Approval of the RT and RPDC will be required before BTO and FHWA approval.

APPROVED (90%): A TMP is assigned the APPROVED (90%) status when all signatories approve.

SUBMITTED FOR AMENDMENT: A TMP is assigned SUBMITTED FOR AMENDMENT SIGNATURE status when the PM or Preparer performs a “Route for Amendment” action.

AMENDED: A TMP is assigned AMENDED status when it is signed by PM. Amendments correspond to edits after 90% approval. Multiple Amendments will be numbered serially (e.g. AMENDED1, AMENDED2 etc...)

COMPLETED: A TMP is assigned COMPLETED status when the PM performs a “Mark as Completed” action. COMPLETED TMPs will not show up in anyone’s Inbox. TMPs will not get COMPLETED status automatically. The Complete function will only apply to TMPs after 60% approval.

3. System Roles

The WisTMP system utilizes many different roles to complete a project. These roles have different abilities within the system when completing a TMP. Listed below are the different roles which can be assigned within the system.

Viewer: The viewer roll will be issued to any user that has a WisTransPortal account. This person will be able to view the TMP, but not enter the editing stage of the TMP portal or approve documents. A user without any role in a project will automatically be considered a viewer. The viewer is not required to have a WisTMP user profile.

Preparer: This user will have the ability to prepare the TMP and is assigned by the PM for the TMP team.

Reviewer: A reviewer is assigned by the PM with the ability to view and comment on a TMP. The Reviewer may only provide comments on the specific TMP for which they are assigned. The reviewer does not have any editing capabilities.

Project Manager (PM): The project manager is the user which will initially perform the TMP creation. The PM will complete the final signing of the TMP before it can be approved and continue in the approval process. The initial PM can also add additional PM's to the project and other team members.

Project Manager Designee: The PM Designee is assigned to a project by the PM and has the same functions as the Preparer. However, the PM designee also has the ability to manage preparers and reviewers from the team.

Approvers: Approvers are users who complete the final approval of the TMP. The PM is also included in this group of users. Types of approvers are listed below:

- **PM:** The PM is the user responsible for the creation and approval of a created TMP.
- For State Projects, the Regional Traffic (**RT**) engineer, the Regional Project Development Chief (**RPDC**), the Regional Project Development Supervisor (**RPDS**), will be able to sign and approve TMPs at 60%, 90%, and amendment stages.
- Bureau of Traffic Operations (**BTO**) will be able to approve all Type 3 and 4 TMPs as well as all TMPs with Federal Oversight.
- For projects that have Federal Oversight, the Federal Highway Administration will be able to sign and approve TMPs.

Administrator: This user will be able to create and edit both System and WisDOT messages, and manage current WisTMP users. The administrator will also be able to delete TMP's not in use.

4. WisTransPortal Account

4.1 WisTransPortal Account Creation

A WisTransPortal account is needed to access the WisTMP system at the lowest level. To create a brand new WisTransPortal account start by going to the home page for the WisTransPortal System <http://transportal.cee.wisc.edu/> and navigating to the Web Applications page and to the WisTMP page. Here there are several links to various things related to the WisTMP system. Once enabled, the Wisconsin TMP System LIVE link¹ will redirect to the WisTMP system. The WisTMP User Manual and Documentation can be found by selecting this link². To access the WisTMP training site select the Wisconsin TMP System Training Site link³. To find WisDOT regional contacts and tech support select the WisTMP Contact Information link⁵. To request an account to the WisTransPortal System select the New User Account Request Form link⁴.

Wisconsin Traffic Operations and Safety Laboratory
The WisTransPortal System

The WisTransPortal system serves the computing and data management needs of the [Wisconsin Traffic Operations and Safety \(TOPS\) Laboratory](#). The project scope includes support for ITS data archiving, real-time traffic information services, transportation operations applications, and transportation research. [Learn more.](#)

Home > Web Applications > TMP Login | Forgot User ID or Password | Contact | Help

Wisconsin TMP System - Transportation Management Plans

- Home**
- Services
- Products
- Applications
- Documents
- Traffic Video
- Resources

- Wisconsin TMP System LIVE Site**
Enter the Wisconsin TMP System **live** site. 1
- WisTMP User Manual and Documentation**
WisTMP User Manual and other training resources. 2
- Wisconsin TMP System Training Site**
Enter the Wisconsin TMP System **training** site. 3
- New User Account Request Form**
Online form to request a WisTMP login account. 4
- WisTMP Contact Information**
WisDOT regional contacts and technical support. 5

[About](#) | [Contact](#) | [Help](#) | [TOPS Lab](#)

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Opening the New User Account Request Form link brings up the following page. Fill in all of the required information fields. In the Resources field⁶ enter “Wisconsin Transportation Management Plan (WisTMP) System.”

Home > Data Services > General Accounts > Login Access Welcome, aheadtke | Manage Account | Logout | Contact | Help

WisTransPortal Data Hub

User Account Request Form

For assistance, see the [account services](#) page or email accounts@topslab.wisc.edu.

Step 1: To request a WisTransPortal login account, complete the information below and press **Next**. Required fields are marked with asteriks. Press **Cancel** to return to the account services page without completing your request.

Title:	<input type="text"/>	Mr., Ms., Lt., etc.
*First Name:	<input type="text"/>	
*Last Name:	<input type="text"/>	
Desired User ID:	<input type="text"/>	Ex: bbadger. See note below.
*Email Address:	<input type="text"/>	
*Confirm Email:	<input type="text"/>	
*Job Title:	<input type="text"/>	
*Organization:	<input type="text"/>	
*Primary Phone:	<input type="text"/>	Ex: 555-555-5555
Secondary Phone:	<input type="text"/>	Ex: 555-555-5555
*Resources:	<input type="text" value="6"/>	Indicate which parts of the WisTransPortal you are requesting to access.
Comments:	<input type="text"/>	

Once all the required fields are filled in on the request form, check for errors, then select Next⁷.

WisTransPortal Data Hub

User Account Request Form

For assistance, see the [account services](#) page or email accounts@topslab.wisc.edu.

Step 1: To request a WisTransPortal login account, complete the information below and press **Next**. Required fields are marked with asterisks. Press **Cancel** to return to the account services page without completing your request.

Title:	<input type="text"/>	Mr., Ms., Lt., etc.
*First Name:	<input type="text" value="John"/>	
*Last Name:	<input type="text" value="Doe"/>	
Desired User ID:	<input type="text" value="WisDotdoe"/>	Ex: bbadger. See note below.
*Email Address:	<input type="text" value="John.Doe@example.com"/>	
*Confirm Email:	<input type="text" value="John.Doe@example.com"/>	
*Job Title:	<input type="text" value="Project Engineer"/>	
*Organization:	<input type="text" value="Wisconsin DOT"/>	
*Primary Phone:	<input type="text" value="555-555-5555"/>	Ex: 555-555-5555
Secondary Phone:	<input type="text"/>	Ex: 555-555-5555
*Resources:	<input type="text" value="Wisconsin Transportation Management Plan (WisTMP) System"/>	
	Indicate which parts of the WisTransPortal you are requesting to access.	
Comments:	<input type="text"/>	

7 Next Reset Cancel

This page provides one last opportunity to check the request form for errors. To complete the account creation, select Finish⁸ to submit the request form for review. An e-mail response with your log-in details should be e-mailed to you within 1-2 business days.

WisTransPortal Data Hub

User Account Request Form

For assistance, see the [account services](#) page or email accounts@topslab.wisc.edu.

Step 2: Confirm the information below and press **Finish** to complete the request. Press **Back** to correct any information from the previous page. Press **Cancel** to return to the WisTransPortal data services page without completing your request.

Desired User ID: WisDotdoe

Name: John Doe

Email: John.Doe@example.com

Job Title: Project Engineer

Organization: Wisconsin DOT

Primary Phone: 555-555-5555

Secondary Phone:

Resources: Wisconsin Transportation Management Plan (WisTMP) System

Comments:

Back

Finish

Cancel

8

5. WisTMP Login/Logout

5.1 Login.

To enter the WisTMP system <http://transportal.cee.wisc.edu/tmp/>, first login to the WisTransPortal system. The login form will appear automatically for users not already logged in when entering the WisTMP system. Fill in the required fields and select Login¹.

WisTransPortal Login Form

Please enter your User ID and Password information.

Welcome to the WisTransPortal. This system is maintained by the [Traffic Operations and Safety Laboratory](#) at the University of Wisconsin-Madison. Unauthorized access is strictly prohibited.

User ID:

Password:

1

[Forgot User ID or Password?](#) 2

User IDs and passwords are case sensitive. This site requires cookies. For help with your account send mail to transportal@topslab.wisc.edu or click on the links below for further information.

[WisTransPortal Home](#) | [Account Information](#) | [Contact Information](#)

To request misplaced or forgotten account credentials, select Forgot User ID or Password?². The link brings up this page. Fill in the required fields related to the desired information and select either Get User ID³ or Reset Password⁴. The information will be sent to the email address entered in that field.

WisTransPortal - Account Help

WisTransPortal email support: transportal@topslab.wisc.edu.

Forgot User ID

Enter the Email Address associated with your WisTransPortal account to have your User ID sent to you by email.

Email Address:

3

Forgot Password

Enter the User ID and Email Address associated with your WisTransPortal account to receive instructions by email to reset your password.

Email Address:

User ID:

4

[WisTransPortal Home](#) | [Account Information](#) | [Contact Information](#)

5.2 Manage WisTransPortal Account

Once inside the WisTMP System, the Manage Account⁵ link will bring up the general WisTransPortal account management page to add/alter profile information and/or change the account's password.

The screenshot shows the home page of the Wisconsin Transportation Management Plan (WisTMP) System. At the top, there is a navigation bar with links for Home, Create, Search, Admin, Help, Resources, and Contact. Below this, a user greeting reads "Welcome, KMKLAKESIDE" followed by a "Manage Account" link and a "Logout" link. The "Manage Account" link is highlighted with a yellow box and a yellow number 5. The main content area is titled "Home" and contains a brief introduction: "This is the landing page of the WisTMP system. TMPs that needs your attention are placed in the Inbox section, TMPs associated with you are in the Active TMPs section and TMP you bookmarked are in the Bookmarked TMPs section." Below this, there are two sections: "MESSAGES" and "INBOX". The "MESSAGES" section lists two messages: "Test Subject (WisDOT Message)" and "Beta version available (System Message)". The "INBOX" section is a table with columns for TMP ID, Type, Design ID, County, Highway, and PM User ID.

Wisconsin Transportation Management Plan (WisTMP) System

[Home](#) [Create](#) [Search](#) [Admin](#) [Help](#) [Resources](#) [Contact](#)

Welcome, KMKLAKESIDE [Manage Account](#) [Logout](#)

Home

This is the landing page of the WisTMP system. TMPs that needs your attention are placed in the Inbox section, TMPs associated with you are in the Active TMPs section and TMP you bookmarked are in the Bookmarked TMPs section.

MESSAGES

- [Test Subject \(WisDOT Message\)](#)
- [Beta version available \(System Message\)](#)

INBOX

TMP ID	Type	Design ID	County	Highway	PM User ID
--------	------	-----------	--------	---------	------------

Selecting the Manage Account⁵ link brings up the WisTransPortal Account Management page. To add/alter the information displayed, select the Edit Profile⁶ link. To change the password associated with this account select the Change Password⁷ link. Selecting the Exit Account Management⁸ link will redirect to the WisTransPortal home page.

WisTransPortal Account Management

[Exit Account Management](#) | [Logoff WisTransPortal](#)

This page is for use by WisTransPortal account holders. Unauthorized access is strictly prohibited.

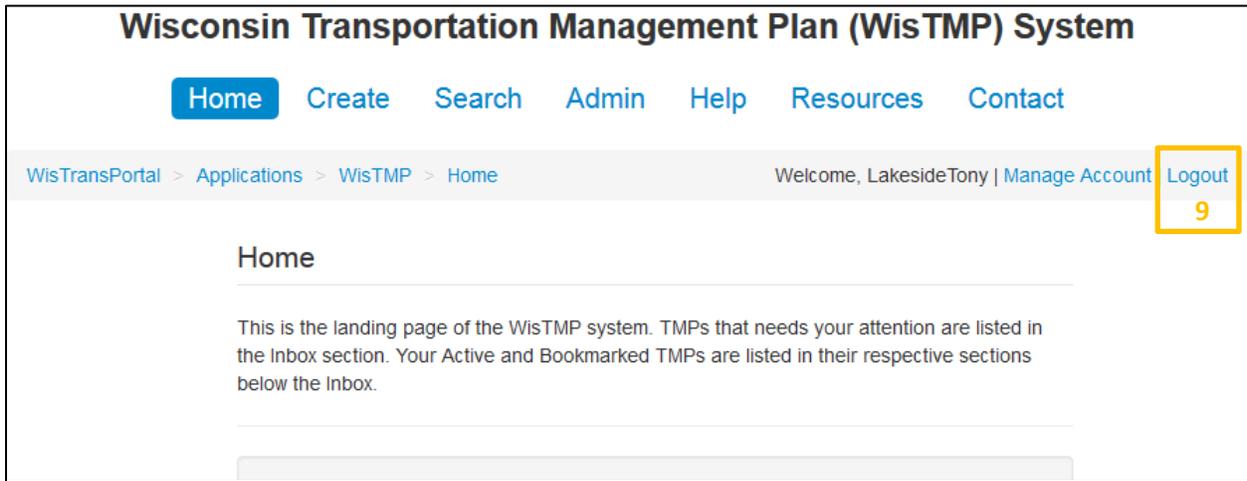
For assistance mail transportal@topslab.wisc.edu or see the WisTransPortal [Contact Information](#) page.

WisTransPortal User Account Profile	
User ID:	KMKLAKESIDE
Name:	Kevin Klipstein
Email:	kevinklipstein@yahoo.com
Title:	Project Engineer
Organization:	Lakeside Engineers
Phone:	262-397-7236
Created:	01/08/2014
Modified:	
6 Edit Profile Change Password Exit Account Management 8	

7

5.3 Logout

To logout of the WisTMP System, select the Logout⁹ link in the top right corner of the page.



Wisconsin Transportation Management Plan (WisTMP) System

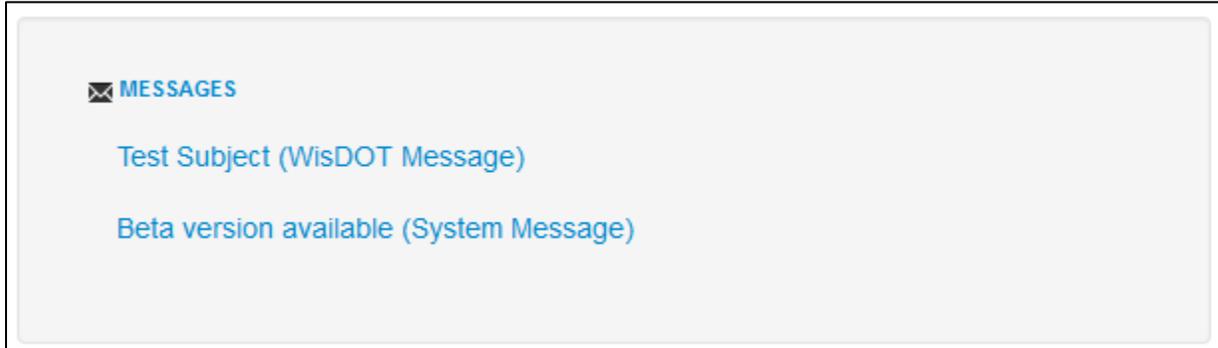
[Home](#) [Create](#) [Search](#) [Admin](#) [Help](#) [Resources](#) [Contact](#)

[WisTransPortal](#) > [Applications](#) > [WisTMP](#) > [Home](#) Welcome, LakesideTony | [Manage Account](#) [Logout](#)⁹

Home

This is the landing page of the WisTMP system. TMPs that needs your attention are listed in the Inbox section. Your Active and Bookmarked TMPs are listed in their respective sections below the Inbox.

The Messages¹ section displays the current System Messages and WisDOT Messages posted by the system administrators. System Messages are system wide notifications related to maintenance windows, software updates, etc. WisDOT Messages are statewide notifications related to TMP guidance, workflow, etc.



The Inbox² section displays all the TMPs that require an action from the specific user logged into the system.



The Active TMPs³ section displays all the TMPs associated with the logged in user that do not have a COMPLETED status.

ACTIVE TMPs						
	TMP ID	Type	Design ID	County	Highway	PM User ID
View	1128	Type 4	1009-10-19	DANE	US 12 EB	bbadger
View	1121	Type 3	1009-10-19	DANE	US 12 EB	bbadger
View	1131	Type 2	3030-05-30	DODGE	US 151 NB	bbadger
View	1137	Type 2	3433-00-33	EAU CLAIRE	US 12	awgreco
View	1122	Type 4	1009-10-19	DANE	US 12 EB	bbadger
View	1120	Type 3	1009-10-19	DANE	US 12 EB	bbadger
View	1123	Type 4	1009-10-19	DANE	US 12 EB	bbadger
View	1124	Type 3	1009-10-19	DANE	US 12 EB	bbadger
View	1126	Type 3	1009-10-19	DANE	US 12 EB	bbadger
View	1129	Type 4	1009-10-19	DANE	US 12 EB	bbadger
View	1130	Type 3	des-temp-580784			bbadger
View	1133	Type 1	3030-05-30	DODGE	US 151 NB	bbadger
View	1134	Type 3	3433-00-33	EAU CLAIRE	US 12	bbadger
View	1135	Type 4	4545-10-49	DOOR	WIS 42	bbadger
View	1136	Type 4	1228-25-00	MILWAUKEE	I-43	dotcmq
View	1127	Type 3	1009-10-19	DANE	US 12 EB	bbadger
View	1125	Type 3	1009-10-19	DANE	US 12 EB	bbadger
View	1119	Type 2	1009-10-19	DANE	US 12 EB	bbadger
View	1118	Type 3	9000-32-22	DOOR	US 42 NB	bbadger
View	1132	Type 2	1009-10-19	DANE	US 12 EB	bbadger

The Bookmarked TMPs⁴ section displays all the TMPs that do not have a COMPLETED status that are also bookmarked by the user for inclusion in this section. Bookmarking is done in the TMP General interface.

BOOKMARKED TMPs						
	TMP ID	Type	Design ID	County	Highway	PM User ID
View	1137	Type 2	3433-00-33	EAU CLAIRE	US 12	awgreco

7. Create a TMP

7.1 Creating a TMP using a Design ID:

The PM role has the ability to initially CREATE a TMP in the system. On the Home screen click on the Create¹ tab near the top of the page.

Wisconsin Transportation Management Plan (WisTMP) System Training Site

[Home](#) **1 Create** [Search](#) [Admin](#) [Help](#) [Resources](#) [Contact](#)

Home

This is the landing page of the WisTMP system. TMPs that need your attention are listed in the Inbox section. Your Active and Bookmarked TMPs are listed in their respective sections below the Inbox.

MESSAGES

- [WisTMP system is now live \(WisDOT Message\)](#)
- [Hello \(System Message\)](#)

INBOX

TMP ID	Type	Design ID	County	Highway	TMP Status
--------	------	-----------	--------	---------	------------

Once the create TMP page appears enter the TMP Type and Region² from the pull-down menus. If the TMP is for a Local Program Project, the PM must choose Yes³. Select if the project has Federal Oversight⁴. Type in the Design ID, or if there is not one associated with the project, check the box No Design ID⁵. If the project has been entered into FIIPS, it can be selected from the drop-down list and the other categories will be auto filled. After filling in the Design ID, select the County and Highway from the pull down menus⁶ if they did not autofill. If the project has not been entered into FIIPS, the category will turn bold indicating that the field still needs to be filled in⁵.

Create TMP

Create a new TMP record by entering the basic FIIPS design and construction project information. Required fields are marked with an asterisk. Click **Create** to save changes and create a new TMP. The system will route this TMP automatically for preparation after creation. Click **Back** to return to the previous page without saving.

This page will expire after 30 minutes of idle time.

2 * TMP Type

* Region

3 * Local Program Yes No

Created Comment ★

4 * Federal Oversight Yes No

* Design Information

5 * Design ID No Design ID

Project Title

6 * County

* Highway

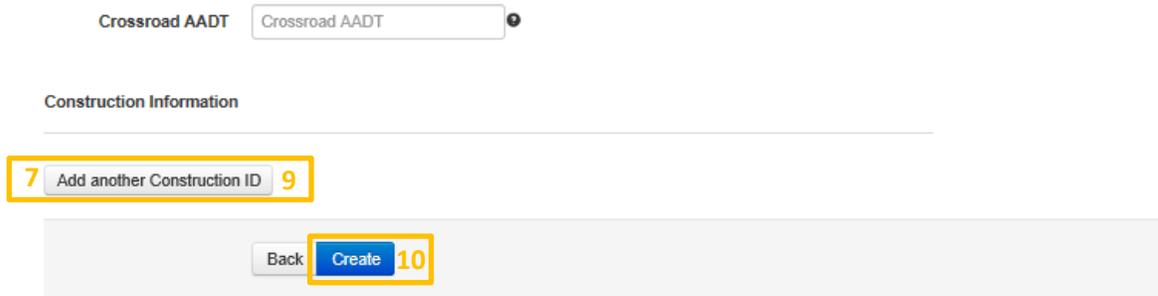
Construction Year

Mainline AADT

Crossroad AADT

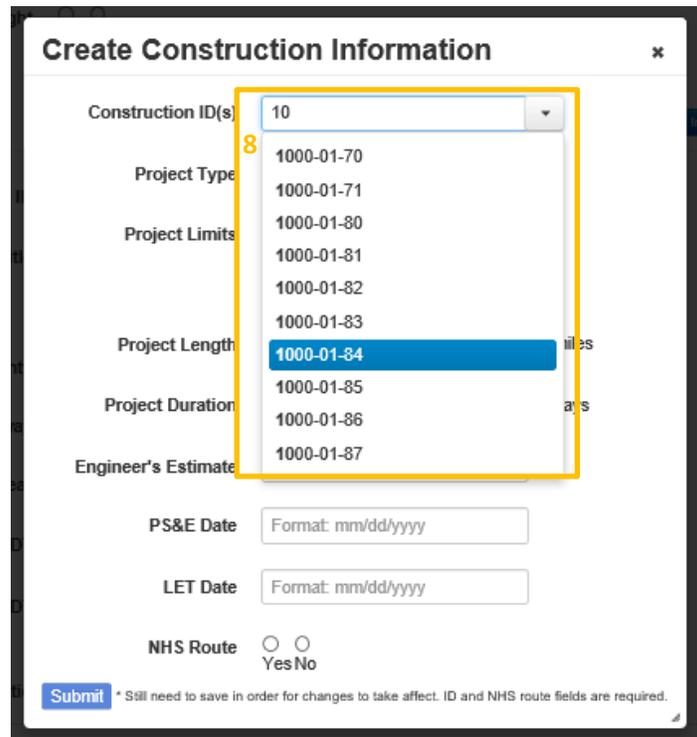
★ If the project is advanceable make note of that in the created comment

To enter the Construction ID(s)⁷, click on the Add another Construction ID button.



In the pop-up window enter the Construction ID(s)⁷. Once the Construction ID starts to be typed in, a drop down of the 10 closed matching options will appear⁸. If the project has been entered into FIIPS the rest of the fields will autofill once the Construction ID is selected from the list. Any information that is not auto-filled will need to be filled in. For projects with multiple Construction ID's another Construction ID may be added, select the Add another Construction ID⁹ button on the bottom of the page. After filling out all available information select Create¹⁰. Once the TMP is created, the page will be redirected to the Team tab.

A Construction ID is required field for a TMP.



7.2 Initial Team Setup

Once information has been entered and the user selects create, the page is redirected to the team selection page. Notice the user that created the TMP is already listed. *Please note that adding team members at this point is optional.* Select the Add¹ menu on the interface.

The screenshot displays the Wisconsin Transportation Management Plan (WisTMP) System interface. At the top, the title "Wisconsin Transportation Management Plan (WisTMP) System" is shown with a "Training Site" badge. Below the title is a navigation menu with options: Home, Create, Search, Admin, Help, Resources, and Contact. The breadcrumb trail reads "WisTransPortal > Applications > WisTMP > TMP Details". On the right, it says "Welcome, aheidtke | Manage Account | Logout".

Below the breadcrumb trail are tabs for "General", "Attachments", "Team", "Routing", "Approval", and "History". The "Team" tab is active. The page displays the following information:

- TMP ID:** 4478 (Design ID:1406-19-82)
- Current TMP Status:** Under Preparation

A yellow box highlights a button labeled "1 Add" with a dropdown arrow.

	User ID	Name	Phone	Email	Team Role
Remove	aheidtke	Andrew Heidtke	608-267-7830	andrew.heidtke@dot.wi.gov	Project Manager (PM)

At the bottom left, it states: "aheidtke entered WisTMP as Project Manager (PM)", "WisTMP Version: 2.0 (Last updated on: 03-12-2019)", and "Wisconsin Traffic Operations and Safety Laboratory". At the bottom right, there are logos for "Wisconsin POPs" and the "Wisconsin Department of Transportation".

Notice the different options that can be assigned to added team members². Select the appropriate role for the team member to be added. The Preparer can add and edit content within the TMP. The PM Designee has the same functions as a Preparer and can also manage team member. A Reviewer may be added to the TMP to be able to view and comment on the TMP, but not edit. *Please note that RT, RPDC, and BPD approval roles do not need to be added to individual TMP teams as reviewers.*

The screenshot shows the 'Wisconsin Transportation Management Plan (WisTMP) System' interface. The navigation bar includes 'Home', 'Create', 'Search', 'Admin', 'Help', 'Resources', and 'Contact'. The breadcrumb trail is 'WisTransPortal > Applications > WisTMP > TMP Details'. The user is logged in as 'Welcome, aheadtke' with links for 'Manage Account' and 'Logout'. The 'Team' tab is selected, showing a table with columns for 'Name', 'Phone', 'Email', and 'Team Role'. One team member, Andrew Heidtke, is listed as 'Project Manager (PM)'. An 'Add' dropdown menu is open, showing options: 'Add PM', 'Add PM Designee', 'Add Preparer', and 'Add Reviewer'. A yellow box highlights the dropdown menu and the number '2' next to the 'Add' button. At the bottom, there is a footer with the version '2.0' and logos for WISCONSIN TOPS and WISCONSIN DEPARTMENT OF TRANSPORTATION.

After selecting a role, a user will need to be selected³. The individual selected will now have the created TMP within their active TMP interface.

The screenshot shows the 'Wisconsin Transportation Management Plan (WisTMP) System' interface with a dropdown menu open. The dropdown menu lists various users, including 'BPD, Bucky (wistmp_bpd, Bureau of Project Development)' which is highlighted with a yellow box and the number '3'. The background shows the same navigation and breadcrumb trail as the previous screenshot, but the 'Team' tab is not visible. The footer includes the version '2.0' and logos for WISCONSIN TOPS and WISCONSIN DEPARTMENT OF TRANSPORTATION.

Once a user is selected they will appear on the project Team tab⁴.

Wisconsin Transportation Management Plan (WisTMP) System Training Site

Home Create Search Admin Help Resources Contact

Portal > Applications > WisTMP > TMP Details Welcome, aheadtke | Manage Account

General Attachments **Team** Routing Approval History

TMP ID: 4478 (Design ID:1406-19-82)
Current TMP Status: Under Preparation

Add ▾

	User ID	Name	Phone	Email	Team Role
4 <input type="button" value="Remove"/>	aheadtke	Andrew Heidtke	608-267-7830	andrew.heidtke@dot.wi.gov	Project Manager (PM)
<input type="button" value="Remove"/> <input type="button" value="Edit"/>	wistmp_bpd	Bucky BPD		wistmp@gmail.com	Preparer

Once the initial TMP team is setup, navigate to the Routing⁵ tab to begin to route the TMP to the preparer(s) and begin preparation.

Wisconsin Transportation Management Plan (WisTMP) System Training Site

Home Create Search Admin Help Resources Contact

Portal > Applications > WisTMP > TMP Details Welcome, aheadtke | Manage Account

General Attachments Team Routing **Approval** History

5

Routing

TMP ID: 4478 (Design ID:1406-19-82)
Current TMP Status: Under Preparation

On the routing page select the Route for Preparation⁶ icon to the TMP to the inbox of the preparer(s) to start filling out the body of the TMP.

The screenshot displays a web interface for routing a document. At the top left, there is a button labeled "Back To Approval Status". Below this, the section is titled "Routing". A grey box contains the text "Last Route For: Not Routed Yet" and "TMP is in the inbox of:". Below this, another grey box states "This routing action will send TMP to the inboxes of following people:" followed by the names "Tony Bublitz" and "Preparer". At the bottom of this section, a blue button labeled "Route for Preparation" with a yellow number "6" next to it is highlighted with a yellow rectangular border.

8. View/Edit a TMP

8.1 Viewing a TMP

After selecting a TMP from any area of the system (Bookmarks, Inbox, Active TMPs, Search, etc...) all of its content and information may be accessed. The drop down box¹ next the Print² icon allows a user to chose which version of the selected TMP to view. The Print² icon will allow printing of the selected version.

General Attachments Team Routing Approval History

TMP ID: 4478 (Design ID:1406-19-82) 1 Current 2 Print

Current TMP Status: Under Preparation

View TMP Details

Expand All Collapse All Validate Form Delete Home Bookmark

- Section 1 - Project Info [Edit](#)
- Section 2 - Project Description [Edit](#)
- Section 3 - Existing Conditions [Edit](#)
- Section 4 - Work Zone Strategies [Edit](#)
- Section 5 - Work Zone Impacts [Edit](#)
- Section 6 - Traffic Analysis [Edit](#)
- Section 7 - Public Information Strategies [Edit](#)
- Section 8 - Incident Management Strategies [Edit](#)
- Section 9 - Staging Plans [Edit](#)
- Section 10 - Additional Information [Edit](#)

Reviewer Attachments -

Selecting any section heading³ will expand that section and reveal its content.

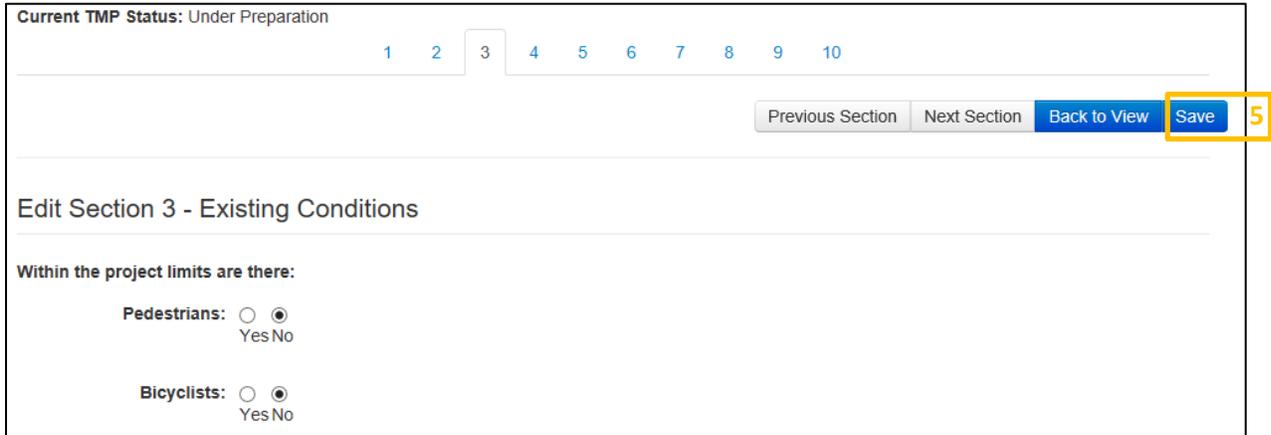
The screenshot shows the 'View TMP Details' interface. At the top, there are buttons for 'Expand All' (highlighted in blue), 'Collapse All', 'Validate Form', 'Delete', 'Home', and 'Bookmark'. Below this are three section headings: 'Section 1 - Project Info', 'Section 2 - Project Description 3' (highlighted with a yellow box), and 'Section 3 - Existing Conditions 3' (highlighted with a yellow box). Each heading has an 'Edit' button to its right. Under 'Section 2', there is a sub-heading 'Brief description of work activities:' followed by the text 'This projects will work on the roadway.' and an 'Add Comment' button. Under 'Section 3', there is a sub-heading 'Within the project limits are there:' followed by a list: 'Pedestrians: No', 'Bicyclists: No', and 'Transit Service: No'.

8.2.1 Editing a TMP Using Edit Button

The edit tab will allow the user to add content or make changes to a created TMP. The Edit function will be restricted to Preparers, PM Designees and PMs in the Team section. If a user is able to edit the currently viewed TMP, selecting the Edit⁴ icon will bring up the edit screen. Once in the edit screen most of the information on this screen can be edited.

This screenshot shows the 'View TMP Details' page with the 'Current TMP Status: Under Preparation' at the top. The interface is identical to the previous screenshot, but the 'Edit' button next to 'Section 1 - Project Info' is highlighted with a yellow box and labeled with a '4'. The other 'Edit' buttons for 'Section 2' and 'Section 3' are also visible.

Once the sections are edited make sure to save⁵ the page.



The screenshot shows a web interface for editing a Traffic Management Plan (TMP). At the top, it says "Current TMP Status: Under Preparation". Below this is a horizontal navigation bar with numbered tabs from 1 to 10. Tab 3 is currently selected and highlighted. To the right of the tabs are four buttons: "Previous Section", "Next Section", "Back to View", and "Save". The "Save" button is highlighted with a yellow box and has a small yellow square with the number "5" next to it. Below the navigation bar, the main content area is titled "Edit Section 3 - Existing Conditions". Underneath, there is a heading "Within the project limits are there:" followed by two radio button options: "Pedestrians: Yes No" and "Bicyclists: Yes No". Both "No" options are selected.

8.2.2 Edit a TMP Using Edit Wizard

Besides using the TMP button, users can use the edit button in each of the sections to use the edit wizard function. To start, click on the Edit¹⁷ the button for a section that needs edit.

Section 3 - Staging Plan

3. Briefly describe the staging planned for maintaining traffic:

17 Edit

Add Comment

In the next window, make the changes as necessary and click Save to save the current section. Click Previous Section¹⁸ to go to previous section or Next Section¹⁹ to go to next section. Th Back²⁰ button will take user to View TMP details Page and Save²¹ button will save the current changes

General Attachments Checklists Team Routing Approval History

TMP ID: 3022
Current TMP Status: Submitted for Review (60%)

Only current version is Editable
This page will expire after 30 minutes of idle time

Previous Section 18 Next Section 19 Back 20 Save 21

3. Briefly describe the staging planned for maintaining traffic:

Previous Section Next Section Back Save

If the Previous or Next Section is selected, the user will be asked to Confirm Changes. The user can choose to discard changes using Continue without Save²² or save changes using Save and Continue²³. Or cancel using Not Yet²⁴.

Confirm changes

⚠ Are you sure you want to continue? All unsaved changes in this section will be lost!

Continue without save 22 Save and Continue 23 Not Yet 24

Section 9. TMP Sections and Functions

The WisTMP Form 2.0 was designed to adjust to what users were entering. Once information is entered into Sections 1-4, the rest of the form will only require users to enter what needed. Another new feature is form validation. Form validation allows the PM to see if all the required fields are completed. Validation can be initiated by the PM or will happen automatically when the TMP is routed.

9.1 Section 1 – Project Info

Section 1 includes basic project details. Subsection 1C- Location will impact Section 6, creating a table for delay and queue information that is used by the Decision Support Tool, and Section 9, which populates the Vehicle Size Restrictions table.

To complete the Location section, Select the Add Highway or Add Local Road button which will bring up a pop-up window. In the “Highway” section select the project highway.

Select a begin and an end landmark for the project. The landmark is considered a well-known location near the project. To be more precise, select a direction that the project start or end is from the landmark along with entering a distance. For more information click on (View Quick Guide) in the window. This process must be done for each direction of traffic.

Add Highway (View Quick Guide)

Navigation Mode: Map Satellite

Choose Begin Landmarks Choose End Landmarks

Map: Satellite

Thunder Bay
Superior National Forest
Bemidji
Duluth
MINNESOTA
St. Cloud
Minneapolis
WISCONSIN
Green Bay
Rochester
Oshkosh
MICHIGAN
Grand Rapids
Madison
Milwaukee
Chicago
Naperville
IOWA
Cedar Rapids
Des Moines
Iowa City
Peoria
ILLINOIS
Ann Arbor
Fort Wayne

Begin County: SHEBOYGAN

End County: SHEBOYGAN

Highway: I-43 NB

Closure Type: Mainline

Begin Landmark: Select Begin Landmark

Distance From: in miles

Direction From: Select Direction From

End Landmark: Select End Landmark

Distance From: in miles

Direction From: Select Direction From

Confirm Cancel Reset

9.2 Section 2 Project Description

Section 2 is where a brief description of the project will be written along with the attachment of the Work Zone Impact Assessment. For projects on the State Highway system the Work Zone Impact Assessment is required for the 60% Approval. Blank Work Zone Impact Assessment forms can be found in the Resources tab of the TMP. See Section 10 for adding attachments.

9.3 Section 3 Existing Conditions

The first seven questions in Section 3 will impact other sections.

1. When Yes is selected on Pedestrian, a text box will be opened up in Section 9 for users to fill out that describes how Pedestrians will be accommodated. A pedestrian plan detail is also expected.
2. When Bicyclists, Transit Service, Railroads, Airports, Commercial waterway have Yes selected, additional information will be requested in Section 5 – Work Zone Impacts.
3. When Controlled Intersections have Yes selected, additional information the additional subsection, Section 6+ - Intersection/Temporary Signal, will open up in Section 6 – Traffic Analysis.

Edit Section 3 - Existing Conditions

Within the project limits are there:

Pedestrians: Yes No 1

Bicyclists: Yes No

Transit Service: Yes No

Railroads: Yes No 2

Airports: Yes No

Commercial waterway: Yes No

Controlled intersections: Yes No 3

Dynamic message boards: Yes No

9.4 Section 4 – Work Zone Strategies

Section 4 is where users select the strategies that will be used on the project. Some of the Strategies that are selected will open up additional fields in other parts of the TMP. The following is a list:

- Lane Closures opens Section 6+ Lane Closure Hours
- Detour Route opens Section 6+ Detour Route
- Temporary Traffic Signal opens Section 6+ Intersection/Temporary Signal

The following will open up Section 6+ Road User Costs and route the TMP to BTO:

- “Low bid” design-build
- “Enhanced” Liquidated Damages
- Interim Liquidated Damages
- Cost Plus Time Bidding
- Incentive/Disincentive Clauses
- Lane Rental

Choosing the Non-standard Mitigation Strategy will activate Section 10 and route the TMP to BTO. This will then require that Attachment 5.5 from FDM 11-50 be attached to the TMP in Section 10.

Temporary Speed Limit Reduction/Temporary Speed Zone Declaration will require the document to be attached and the TMP will be routed to BTO if the project is on the interstate or route 65 MPH and greater.

For all the strategies provide a brief reason on why they have been chosen for the project in the the Comments/Justification column. In the Cost column provide an estimated cost of the strategy if it will incur a capital expense for the project. For the 60% Approval costs should be planning level estimates with little precision. For the 90% Approval the costs should match what is in the PS&E Estimates. Break the costs down as much as possible and assign them to the most appropriate strategy.

9.5 Section 5 Work Zone Impacts

In this section describe how work zone impacts will be mitigated for various items. The section will have certain fields to enter based on some of the entries made in Section 3 Existing Conditions. List the various holidays or special events that occur during the project. Check with the local officials for special events and times that traffic impacts may need to be mitigated. Typically, this information is used to develop the special provisions for work restrictions.

9.6 Section 6 – Traffic Analysis

In Section 6, each location that has been identified in Section 1, will be populated in a list. By clicking on the marker⁹ in the first column the location will be shown.

Section 6+ - Traffic Analysis

What is the anticipated travel delay during the project for each impacted roadway?

#	Location Description	WZ Capacity (vphpl)	Delay (min)	Queue (mi)	Delay Cause
9 1	I-39 SB from MILE MARKER 166 to I-39 SB/I-90 EB TO WIS 81 WB (S-W)		10	11	12

How was the work zone capacity determined?

Please attach the following documents:

1. Capacity Calculations - required for all Type 2 and greater
2. Delay Calculations - required for all Type 2 and greater

If there are delays or queuing at a location add the values to the table and select what is causing the issue.

Delay Cause

If a Delay¹⁰ time or Queue¹¹ length are added to the location information the cause of the delay must be also be added¹².

- Lane Closure-Enter this if there is a lane closure causing the delay or queue
- Full Closure with Detour-Enter this if the route is closed to through traffic and is being taken on a detour add the extra travel time to the delay
- Flagging-Enter this if flagging is causing delay or queuing
- Signal-Enter this if any type of signal is causing the delay
- Lane Restriction- Enter this if there is a lane restricted or shift causing the delays

Section 6+ - Traffic Analysis

What is the anticipated travel delay during the project for each impacted roadway?

#	Location Description	WZ Capacity (vphpl)	Delay (min)	Queue (mi)	Delay Cause
No records found.					

How was the work zone capacity determined?

Note: If locations have not been entered into Section 1C or are on the local systems the No records found will appear.

When traffic analysis has been completed please attach it to this location of the TMP. In most cases this will be an output from the Work Zone Traffic Analysis Tool for uninterrupted flow facilities or Syncro for interrupted flow facilities.

Section 6+ - Lane Closure Hours

a) Are there restrictions on when lane closures are allowed?

Yes No

b) What hours/days are lane closures permitted?

[Empty text box for lane closure hours/days]

c) If the project is reporting zero delay, show the delay incurred if the lane closures hours identified are not followed: ?

[Empty text box for delay incurred]

When Lane Closure are selected in Section 4 a question will be asked if there are restrictions on the lane closures. If answered Yes, two more fields will appear asking what the restrictions are and the consequences of not following the restrictions.

Section 6+ - Detour Route

Detour Information

Detour Route	Normal Travel Time (min)	Detour Travel Time (min)	Detour Distance (mi)	
No records found.				

Add new row

Please attach the following documents:

- 1. Detour Routes - required. Correspond the Detour Route list with the name of the attachment.

When the Detour strategy is selected in Section 4, additional information will be requested for it in Section 6. The normal travel time of the roadway under construction will need to be recorded, and the travel time on the detour route will need to be entered. Also enter the detour route distance. Also attach the detour route map to this section of the TMP.

Section 6+ - Intersection/Temporary Signal

Are any intersection traffic control changes proposed?

[Empty text box for intersection traffic control changes]

Please attach the following documents:

- 1. Turn Counts - if available
- 2. Signal Timing - if available

When the controlled intersection is selected in Section 3 as yes, a text box will appear asking if there are any changes to intersection traffic control. Attach any supporting documents for changing intersection configuration.

Section 6+ - Road User Costs

What are the road user costs for the project?

Please attach the following documents:

1. Road User Cost Calculations - required

When any of the Alternative Contracting strategies are selected in Section 4 the Road User Cost section will open up. For projects on uninterrupted flow facilities a Work Zone Analysis Tool output is needed. This output should provide support for the inclusion of the strategy based on the overwhelming impact to traffic shown by the road user costs. This would typically mean two outputs would be attached to the TMP, one showing traffic without the restrictions such as lane rentals and one showing traffic with the restrictions in place. For projects on road with interrupted flow, the New Jersey spreadsheet or version of it should be used to provide support for the strategy selected.

9.7 Section 7 – Public Information Strategies

In Section 7 preparers will select the various strategies that will be used to inform the public about the project during construction. Also required to be completed with Section 7 is the Public Information and Outreach Plan(PIOP) document. This form can be found in the Resources portion of the WisTMP for editing. Once the PIOP is completed attach it to this section of the TMP.

9.8 Section 8 – Incident Management Strategies

Section 8 is where the project should determine how to manage incidents. This section will be dependent on the size and impact of the project. Smaller projects will need to focus on making sure the contacts of the local officials is made. This list needs to be maintained throughout the life of the project. For larger projects an Incident Management Plan should be developed in coordination with the local first responders. This should include Emergency Route Maps and Work Area Access Maps. In most cases some of these materials will not be available until after the project has been awarded. Attach any completed document to this section in the TMP.

9.9 Section 9 – Staging Plans

Briefly describe the staging planned for maintaining traffic:

Vehicle Size Restrictions:

#	Location Description	Min lane width to maintain (ft)	Min lane width plus shoulder (ft)	Min Height (ft)Ⓢ	Min shy distance to CBTP (ft)
1	I-39 SB from MILE MARKER 166 to I-39 SB/I-90 EB TO WIS 81 WB (S-W)				

Please attach the following documents:

1. Staging Plans - required
2. Pedestrian Plans - required if Pedestrians present

In Section 9 provide a brief overview of the project staging and how traffic will be staged. If the project will have multiple stages a narrative maybe attached as a pdf to the TMP. Attach the conceptual staging to the TMP at 60% and the final staging plan at the 90% TMP. If pedestrians are identified in Section 3 additional information will be required detailing how pedestrian access will be maintained.

In the Vehicle Size Restrictions table enter the minimum width thresholds for each location entered. If height restrictions exist enter those as well.

9.10 Section 10 – Non-Standard Strategies

If the Non-Standard Strategy is selected in Section 4/7/8 then Section 10 will be opened up and will need to be filled out. This will begin the process for additional review by other regions and BTO. All supporting documents for the Non-standard strategy should be attached here.

9.11 Deleting a TMP

In some situations a TMP will need to be deleted.

The screenshot shows a web interface for managing Transit Impact Plans (TMPs). At the top, there is a header for 'Section 19 - Transit Impacts Strategies'. Below this is a navigation bar with several buttons: 'Edit' (blue), 'Delete' (grey with '13' below it), 'Complete' (grey with '14' below it), 'Back', and 'Bookmark' (with a bookmark icon). The 'Delete' and 'Complete' buttons are highlighted with a yellow border. Below the navigation bar is a section for adding a general comment, with the text 'Add General Comment' and a large empty text area. At the bottom of this section is a 'Submit Comment' button.

The Delete¹³ function will allow only the PM to delete a TMP. An optional comment can be entered while deleting a TMP. A TMP can be deleted only before 60% approval.

9.12 Completing a TMP

The Complete¹⁴ function will allow the PM to mark a TMP status as COMPLETE, *at the completion of the construction project*. Users can enter an optional comment when completing a TMP. The Complete function will only apply to TMPs after 60% approval.

9.13 Bookmarking a TMP

These functions are also available at the top of the TMP page as well. While on this screen the user may want to Bookmark¹⁵ the TMP for easier access on the home screen. Bookmarking a TMP will help the user access the TMP much easier on the home screen. Although all projects the user may be associated with will be listed in the “Active TMPs” section on the Home tab, if a project needs more attention the bookmark function may be very useful. Selecting the Home¹⁶ icon while in view mode will take the user back to the Home tab.

View TMP Details

The screenshot shows the 'View TMP Details' interface. At the top, there are two buttons: 'Expand All' (blue) and 'Collapse All' (grey). To the right, there are four buttons: 'Edit' (blue), 'Delete' (grey), 'Home' (grey with a yellow border and the number '16' above it), and 'Bookmark' (grey with a yellow border, the number '15' above it, and a bookmark icon). Below these are two expandable sections: 'Section 1 - Project Info' and 'Section 1A - Project Information'. The 'Section 1A' section is expanded, showing the following details:

- * **TMP Type:** Type 2
- * **Region:** SW
- * **Local Program:** No
- Created Comment:** test type 2

10. Attachments

10.1 Viewing Attachments

Attachments can be viewed in two locations in the TMP. The first location is on the TMP form. This requires the preparer to attach documents to the specific sections of the TMP. This allows reviewers to see materials discussed in the section without having to go to the Attachments tab.

Section 2 - Project Description

Brief description of work activities:

Proposed improvements include resurfacing the asphalt pavement on IH 39 and most of the ramps through a thin mill and overlay. Additional improvements include resurfacing of CTH HH between the IH 39 on and off ramps, replacement of select sections of guardrail, replacement of inlet and outfall structures on the USH 10 southbound ramps, geometric improvements to the USH 10 northbound on ramp, high-friction surface treatment on the northbound lanes under the BUS 51 overpass at the north end of the project, pavement marking, and shoulder rumble strips.

Construction will take place under single lane closures and nighttime ramp closures.

Construction is currently scheduled for 2025, but could occur as early as 2023.



The second is the Attachments tab. The Attachments¹ tab is where all attachments to the main body of the TMP can be found, such as tables, charts, and appendices. Depending on user role, users may upload and download files of various formats. Original file formats are preserved with no post processing. The content of attachments is not searchable.

Attachments that are uploaded in the section will appear in the Attachments tab under the section it was uploaded under.

	Files	Description	Modified By	Modified On
<input type="checkbox"/>	Appendix A	Project Location Map	TMP-Preparer	11/12/2015 08:19
<input type="checkbox"/>	Appendix B	Construction Staging	TMP-Preparer	11/12/2015 08:19
<input type="checkbox"/>	Tables 2	Tables and Charts from TMP body	TMP-Preparer	11/12/2015 08:20

Within each folder² the individual attachment files can be found.

Tmp_1153/Tables

[↑ Parent Directory](#)

	Files	Description	Modified By	Modified On
<input type="checkbox"/>	Table 11.1.JPG		Admin	01-10-2014 04:41
<input type="checkbox"/>	Table 3.1B.JPG		Admin	01-10-2014 04:41
<input type="checkbox"/>	Table 3.2.JPG		Admin	01-10-2014 04:41
<input type="checkbox"/>	Table 6.C1.JPG		Admin	01-10-2014 04:41
<input type="checkbox"/>	Table 6.C2.JPG		Admin	01-10-2014 04:41
<input type="checkbox"/>	Table 6.C3.JPG		Admin	01-10-2014 04:41
<input type="checkbox"/>	Table 9.1.JPG		Admin	01-10-2014 04:41

10.2 Add/Edit Attachments

Once a TMP is created the user will have the option to attach documents to the TMP. These attachments can be any document needed to reinforce data entered in the TMP fields. Uploaded files and folders may be deleted, but only a PM can empty the trash bin.

	Files	Description	Modified By	Modified On
No records found.				
<input type="button" value="Trash"/>				
<input type="button" value="Upload File"/> <input type="button" value="New Folder"/> <input type="button" value="Rename"/> <input type="button" value="Edit Description"/> <input type="button" value="Move To"/> <input type="button" value="Delete"/>				

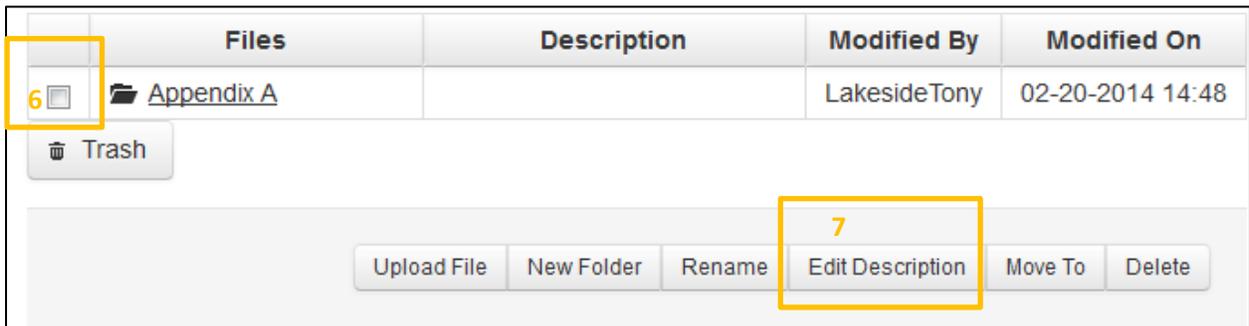
Start by selecting the New Folder³ icon to begin by creating a folder. A prompt will appear to name the folder right away. Select the Submit⁵ icon to save the name and finish the creation. The name can always be changed later by using the Rename⁴ function.

New Folder ✕

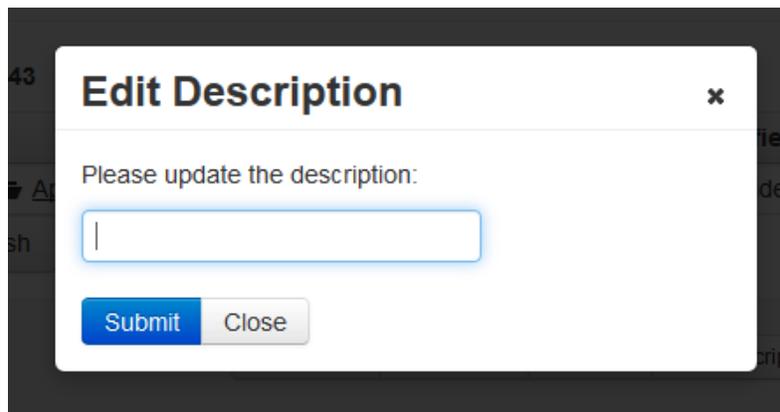
Enter folder name

5 Submit
Close

To add a description to a folder first select the check box⁶ next to the desired folder. Then select the Edit Description⁷ icon to add or edit the description of the selected folder.



A prompt will appear to add/edit a description.

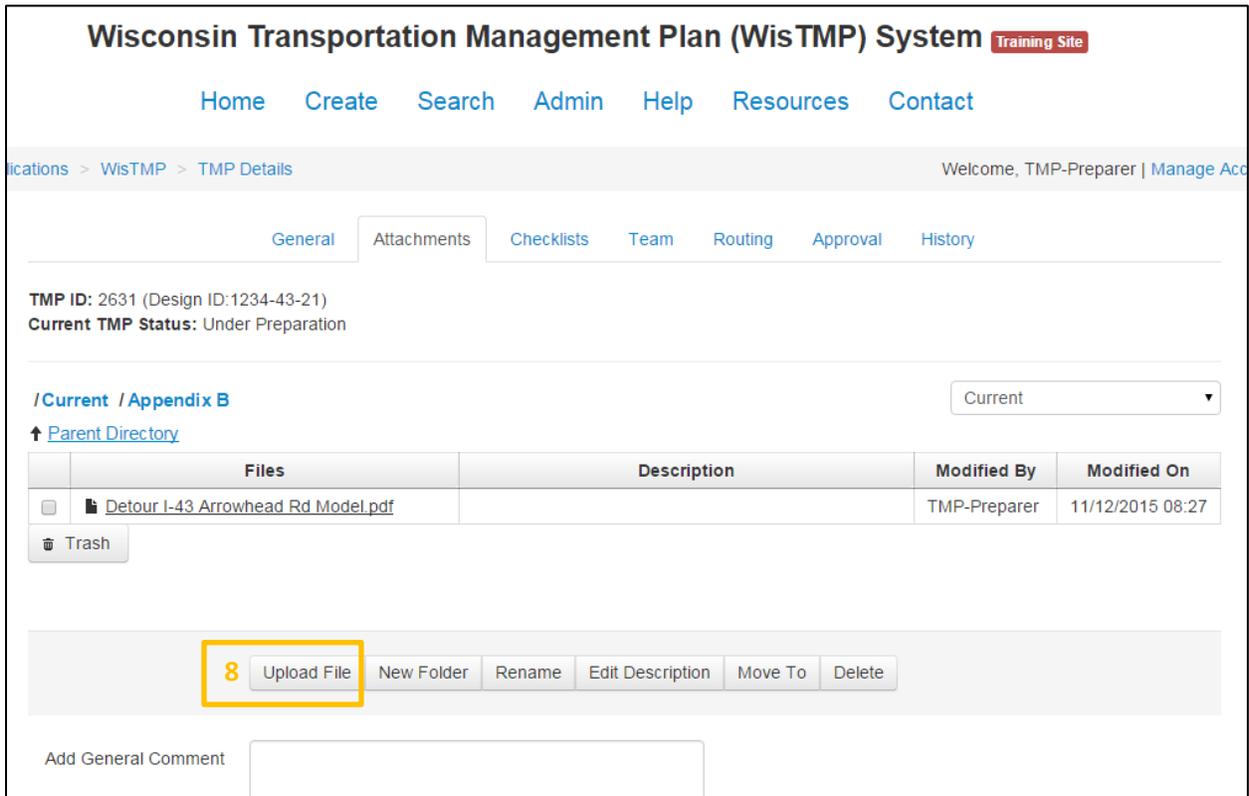


Below is a suggested format for folder naming and description convention.

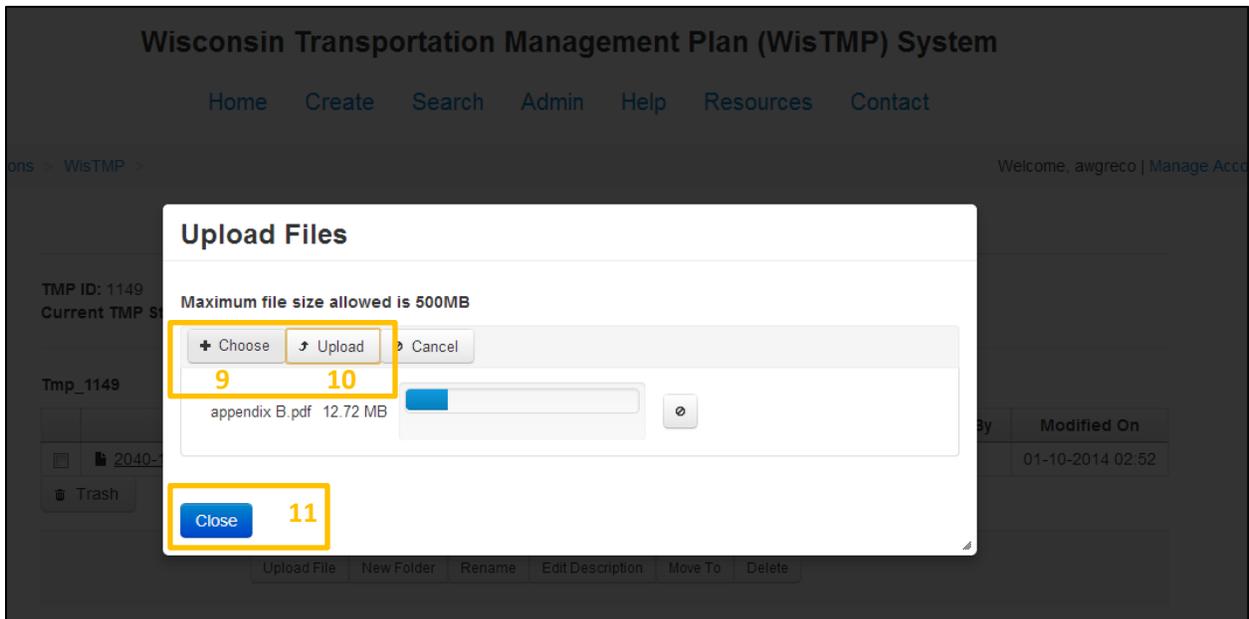
	Files	Description	Modified By	Modified On
<input type="checkbox"/>	Appendix A	Project Location Map	Admin	01-10-2014 04:39
<input type="checkbox"/>	Appendix B	Construction Staging	Admin	01-10-2014 04:39
<input type="checkbox"/>	Appendix C	Traffic Counts	Admin	01-10-2014 04:39
<input type="checkbox"/>	Appendix D	Traffic Analysis Summary	Admin	01-10-2014 04:39
<input type="checkbox"/>	Appendix E	WisDOT Checklists	Admin	01-10-2014 04:39
<input type="checkbox"/>	Appendix F	EMS and First Responders	Admin	01-10-2014 04:39
<input type="checkbox"/>	Appendix G	MCTS Route	Admin	01-10-2014 04:39
<input type="checkbox"/>	Tables	Tables and Charts from TMP body	Admin	01-10-2014 04:39

Trash

To add an attachment, select the Upload File⁸ icon.



The user is then brought to an upload screen. Select the Choose⁹ icon to browse local files and select the attachment to upload. Select the Upload¹⁰ icon to complete the upload process. Once the uploaded document is completely uploaded select the Close¹¹ icon to return to the TMP.



11. Team

11.1 Viewing a Team

The Team¹ tab displays all current members of the selected TMP's team.

	User ID	Name	Phone	Email	Team Role
Remove	TMP-PM	TMP PM	555-555-5555	ein@lakesideengineers.com	Project Manager (PM)
Remove Edit	TMP-Preparer	TMP 11Preparer	555-555-5555	ein@lakesideengineers.com	Preparer

11.2 Adding Team Members

On a created TMP the user (only PMs and PM Designees) will have the opportunity to assign team members to the TMP. These team members will have different roles assigned to them.

- PM – The PM can create, manage team members, edit, route, and approve a TMP. This user will be a WisDOT employee in most cases.
- PM Designee – The PM Designee has the same functions as a Preparer and can also manage team member.
- Preparer – The preparer can add and edit content within the TMP.
- Reviewer – The Reviewer can only view the TMP. No editing can be completed under this team role. A Reviewer may also comment on the TMP as long as they remain members of the team. Please note that RT, RPDC, and BPD approval roles do not need to be added to individual TMP teams as reviewers.

Once in the Team tab, select the Add² icon to begin adding a user to the current TMP's team.

Wisconsin Transportation Management Plan (WisTMP) System Training Site

[Home](#) [Create](#) [Search](#) [Admin](#) [Help](#) [Resources](#) [Contact](#)

[Locations](#) > [WisTMP](#) > [TMP Details](#) Welcome, TMP-PM | Manage Account

[General](#) [Attachments](#) [Checklists](#) **Team** [Routing](#) [Approval](#) [History](#)

TMP ID: 2631 (Design ID:1234-43-21)
Current TMP Status: Under Preparation

Add 2

	User ID	Name	Phone	Email	Team Role
Remove	TMP-PM	TMP PM	555-555-5555	ein@lakesideengineers.com	Project Manager (PM)
Remove Edit	TMP-Preparer	TMP 11Preparer	555-555-5555	ein@lakesideengineers.com	Preparer

Select the appropriate role³ for the team member to be added.

Wisconsin Transportation Management Plan (WisTMP) System Training Site

[Home](#) [Create](#) [Search](#) [Admin](#) [Help](#) [Resources](#) [Contact](#)

[Locations](#) > [WisTMP](#) > [TMP Details](#) Welcome, TMP-PM | Manage Account

[General](#) [Attachments](#) [Checklists](#) **Team** [Routing](#) [Approval](#) [History](#)

TMP ID: 2631 (Design ID:1234-43-21)
Current TMP Status: Under Preparation

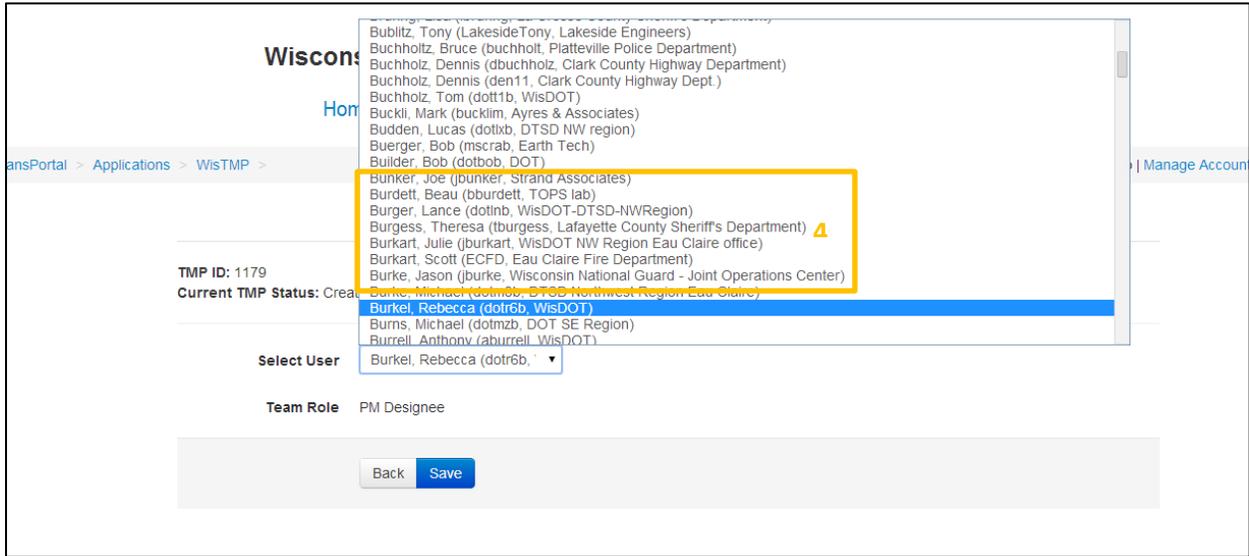
Add 3

- Add PM
- Add PM Designee
- Add Preparer
- Add Reviewer

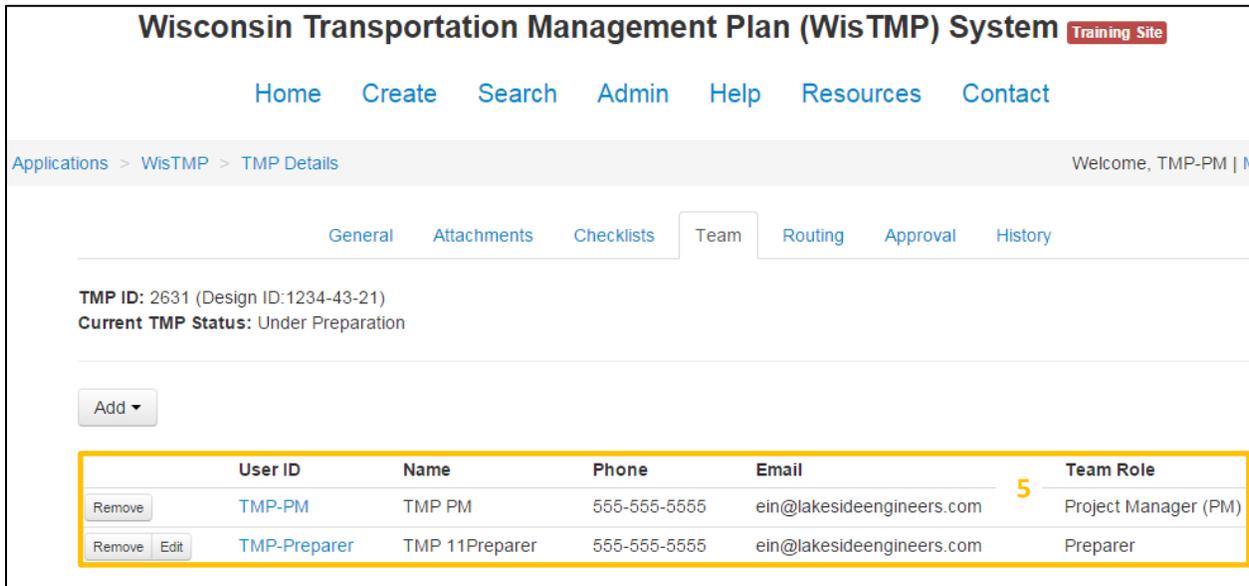
	ID	Name	Phone	Email	Team Role
Remove	PM	TMP PM	555-555-5555	ein@lakesideengineers.com	Project Manager (PM)
Remove Edit	Preparer	TMP 11Preparer	555-555-5555	ein@lakesideengineers.com	Preparer

PM as Project Manager (PM)
(Last updated on: 07-07-2015)
Operations and Safety Laboratory

After selecting a role, select a user⁴ from the list of approved users for the role.



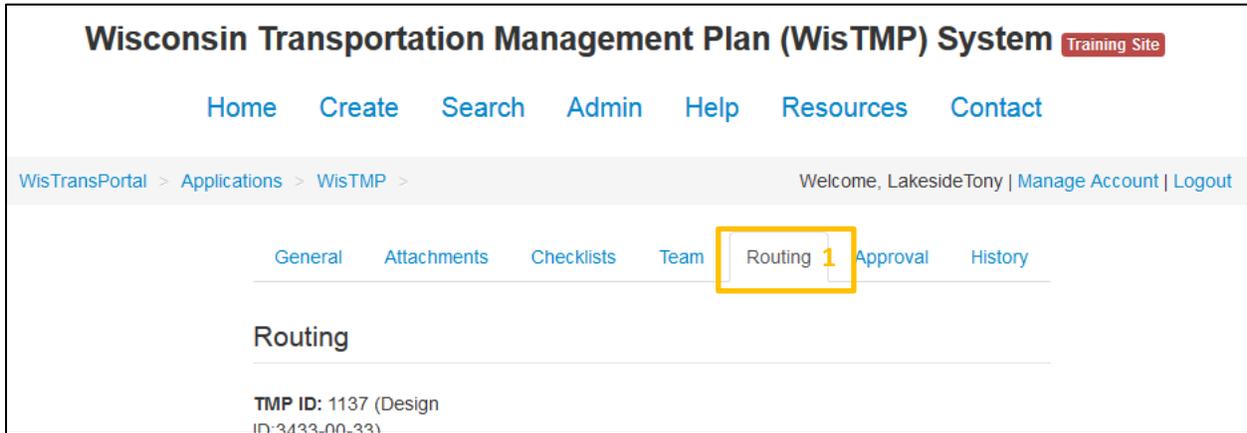
Once a user is selected they will appear on the project team tab⁵. The individual selected will now have the created TMP within their active TMP interface.



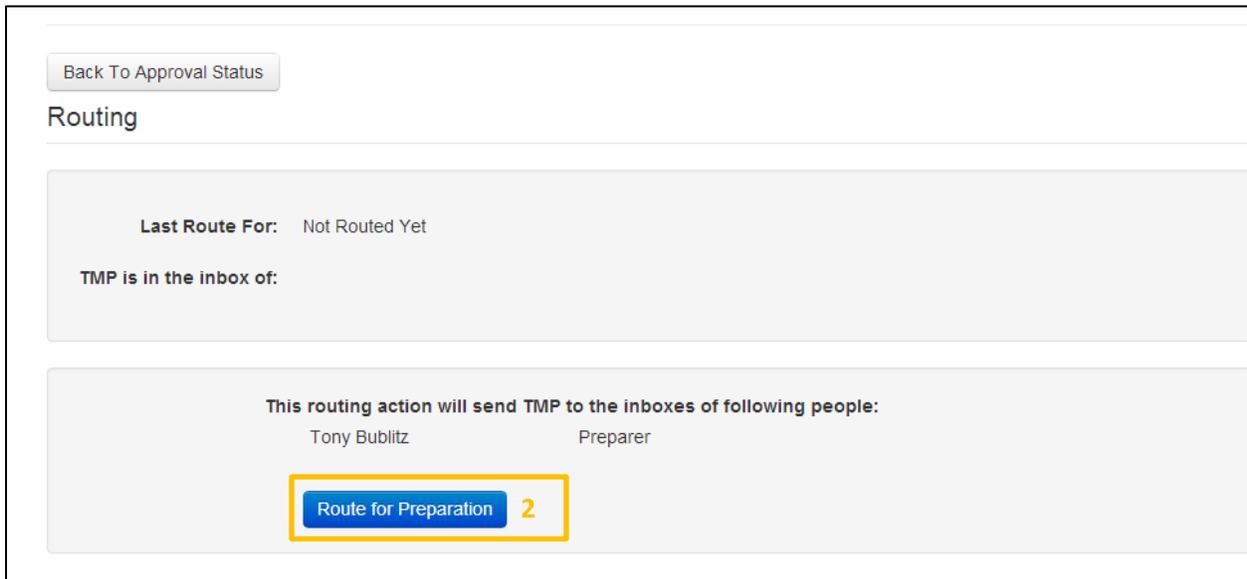
12. Routing and Approval

12.1 Routing

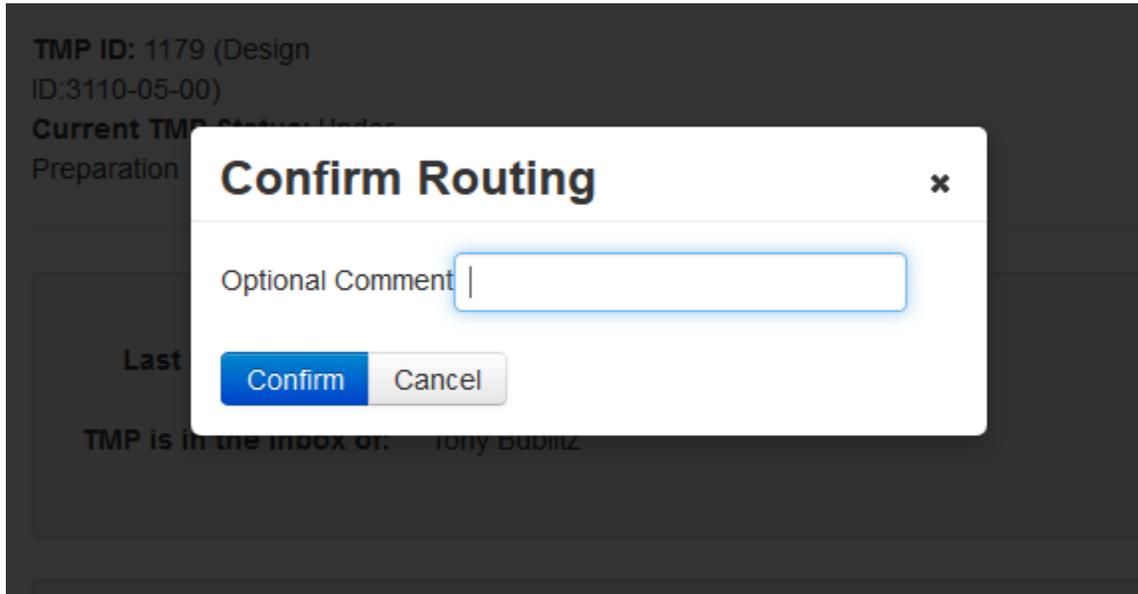
Routing a TMP for approval will send the document to WisDOT officials to approve or reject the created TMP. When a TMP is routed to a user, the TMP will show up in the Inbox section of the Home tab and the WisTMP system will send an email to notify the user of this. To route a TMP select the Routing¹ tab for that TMP.



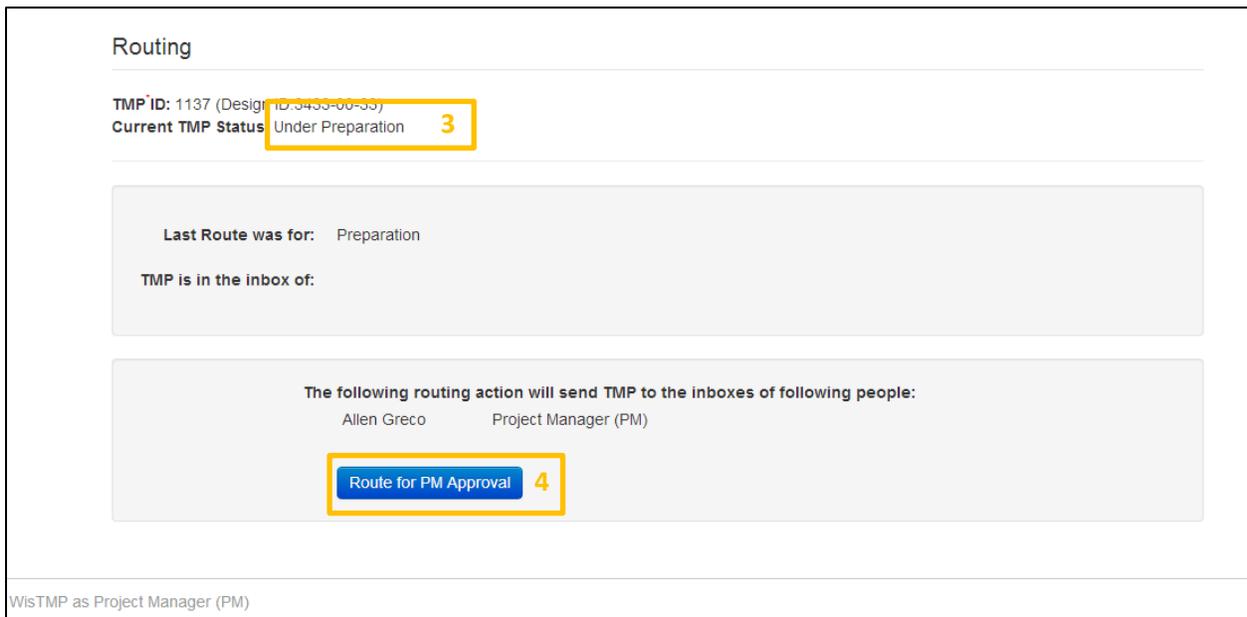
To begin the routing process select Route for Preparation². This will then send the TMP to the inbox of the preparer(s).



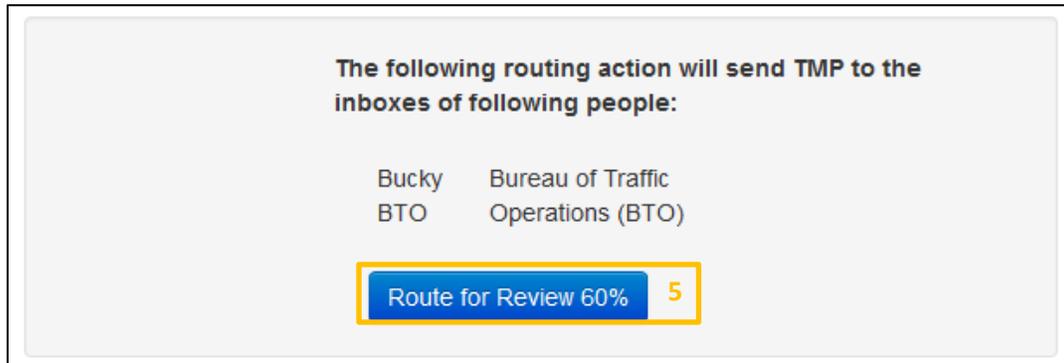
Every time a TMP is routed there will be the option to leave any comments related to the routing during the confirmation step.



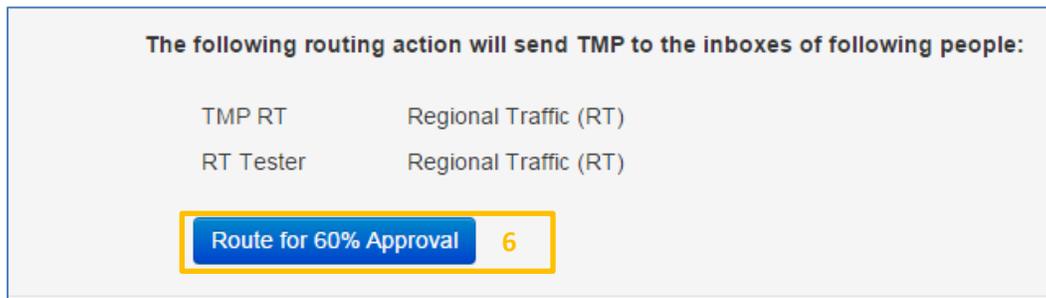
The status of the TMP will change after routing³. Once the TMP is initially completed, the option will be given to the preparer to Route for PM approval⁴. At this time the PM can approve the TMP for further work.



Once the PM has signed and approved the TMP for 60% or 90% the TMP will need to be routed for review. Selecting the Route for Review⁵ icon will send the TMP to the inboxes of the RT and BTO rep relevant for the TMP for review as well as send them an e-mail notification.



After a TMP has been reviewed, it can be routed for approval by the PM. Selecting the Route for Approval⁶ icon will send the TMP to the inboxes of the RT, RPDC, and BPD representative for approval in that order of approval. The RPDC will not receive the TMP for approval until after the RT has approved it. Likewise, BPD will receive the TMP after the RPDC has approved it. They will all receive an e-mail notification when it is time for them to review and approve. For TMPs with Federal oversight the system will route the TMP to the FHWA representative once the BPD representative has signed it. For Local Program Projects, the PM will receive the TMP in their Inbox for approval after the Prepares have routed the TMP for approval.



Once the TMP is approved the review and approval process starts again for the next phase (90%, amendment, or complete).

If an amendment must be added to the TMP a routing selection⁷ is available to route the TMP back to the PM for amendment approval. The TMP may need to be signed by certain parties before the amendment is approved.

Routing

TMP ID: 2643 (Design ID:9876-54-31)
Current TMP Status: Approved (90%)

Last Route was for: Approval (90%)

TMP is in the inbox of:

The following routing action will send TMP to the inboxes of following people:

Rebecca Sutton Project Manager (PM)

Other Signatory

Select User ⁷ Add

Route for Amendment

12.2 Approving

Users with appropriate authorization will be able to sign a TMP through the use of an electronic signature. Signatories will only be able to sign TMPs that are in their Inbox. Signatures cannot be undone. To sign or approve a TMP start by selecting the Approval⁸ tab for the TMP.

Wisconsin Transportation Management Plan (WisTMP) System Training Site

[Home](#) [Create](#) [Search](#) [Admin](#) [Help](#) [Resources](#) [Contact](#)

WisTransPortal > Applications > WisTMP > Welcome, LakesideTony | [Manage Account](#) | [Logout](#)

[General](#) [Attachments](#) [Checklists](#) [Team](#) [Routing](#) **Approval ⁸** [History](#)

Approval Status

TMP ID: 1137 (Design ID:3433-00-33)

The first time approval is required is after the initial completion of the TMP when the preparer routes the TMP for PM approval. The PM must Sign⁹ before any further routing or approving can be done.

Approval (60%)

Action	Signature Role	Signature Status	Signatory	Signed On
9 	Project Manager (PM)	Not Signed		

During the review phase reviewers will need to select the Review¹⁰ icon to notify the PM that their review is complete.

Action	Reviewer Role	Review Status	Reviewer	Reviewed On
10 	Bureau of Traffic Operations (BTO)	Not Reviewed		
	Regional Traffic (RT)	Not Reviewed		

After a TMP has been routed, certain users will need to Sign¹¹ the document. Signing a TMP will notify the PM of who has signed and when it was signed. Once all required parties have signed the document for approval the TMP can be routed once again to the next step (60%, 90%, amended, or complete).

Review (90%)

Reviewer Role	Review Status	Reviewer	Reviewed On
Regional Traffic (RT)	Not Reviewed		

Approval (90%)

Signature Role	Signature Status	Signatory	Signed On
Project Manager (PM)	Signed	Rebecca Sutton	11/13/2015 11:22 AM
Regional Traffic (RT)	Signed	TMP RT	11/13/2015 11:24 AM
Regional Project Development Chief (RPDC)	Signed	TMP RPDC	11/13/2015 11:24 AM
11 	Bureau of Project Development (BPD)	Not Signed	

Every time a TMP is signed or reviewed there will be the option to leave any comments related to the signing during the confirmation step.



The image shows a dialog box titled "Confirm Signature" with a close button (X) in the top right corner. Below the title is a label "Optional Comment" followed by a text input field. At the bottom of the dialog, there are two buttons: "Confirm" (highlighted in blue) and "Cancel" (grey).

13. History

The History¹ tab displays the history of changes and stages for the selected TMP as well as all comments made about the TMP.

GeneralAttachmentsChecklistsTeamRoutingApprovalHistory **1**

TMP ID: 2631 (Design ID:1234-43-21)
Current TMP Status: Submitted for Review (60%)

Modified By	Modified Date	Status	Comments
TMP-PM	11/12/2015 10:16 AM	Submitted for Review (60%)	TMP PM routed TMP for Review (60%)
TMP-PM	11/12/2015 10:13 AM	PM Approved (60%)	TMP PM signed TMP towards 60% Approval.
TMP-Preparer	11/12/2015 10:00 AM	Submitted for PM Approval	TMP 11Preparer routed TMP for PM Approval
TMP-Preparer	11/12/2015 08:54 AM	Under Preparation	TMP-Preparer modified TOP checklist.
TMP-Preparer	11/12/2015 08:49 AM	Under Preparation	TMP-Preparer modified TOP checklist.
TMP-PM	11/12/2015 07:57 AM	Under Preparation	TMP PM routed TMP for Preparation
TMP-PM	11/11/2015 03:54 PM	Created	TMP PM added Preparer : TMP 11Preparer (TMP-Preparer)
TMP-PM	11/11/2015 03:42 PM	Created	A new TMP has been created.

14. Email

Emails are sent to various people associated with the project throughout the preparation, review, and approval process. ***(Per the workflow implemented in 2019, RT's and BTO's Review and Approval are mandatory for Type 3 projects, BPD will no longer be approver but will be notified about Type 3 project when RPDC approves at 60% or 90%)***

	TMP Action:	E-mail Notification To:
1	PM selects "Route for Preparation"	Preparers and PM Designee
2	"Route for PM Approval" selected	PM
3	PM approves the TMP	Preparers and PM Designee
4	PM selects "Route for Review 60% (or 90%)"	RT and BTO (Mandatory for Type 3 project)
5	RT or BTO reviews the TMP	PM
6	PM selects "Route for 60% (or 90%) Approval"	RT and BTO (Mandatory for Type 3 project)
7	RT and BTO approves the TMP	RPDC, PM, Preparer, and PM Designee
8	RPDC approves the TMP	BPD (Informational notification if Type 3 project), PM, Preparer, and PM Designee
9	FHWA approves the TMP	PM, Preparer, and PM Designee
10	PM selects "Route for Amendment"	PM and Other Signatory
11	Other Signatory approves amendment	PM, Other Signatory, Preparer, PM Designee

15. Search

The Search¹ tab allows any user to retrieve one or more TMPs based on certain predefined search criteria. Each record in the Search Results list will have a link to open that particular TMP. The Search Results list can also be downloaded to a CSV file. All search features are available to all user roles. To search for a TMP start by selecting the Search¹ tab at the top of the page.

The screenshot shows the 'Wisconsin Transportation Management Plan (WisTMP) System' search interface. At the top, there is a navigation bar with links for Home, Create, Search (highlighted with a yellow box and a '1'), Reports, Admin, Help, Resources, and Contact. Below the navigation bar, the breadcrumb trail reads 'WisTransPortal > Applications > WisTMP > Search' and the user is logged in as 'Welcome, aheadtke | Manage Account | Logout'.

The main heading is 'Search'. Below it, a brief instruction states: 'Use this interface to search and retrieve any TMP (Active or Completed) in the system. Click View in the results table to open a particular TMP for viewing or editing. Download CSV will return all search results in a comma separated value file format.'

The search criteria are organized into several sections:

- TMP Type:** Radio buttons for Type 1, Type 2, Type 3, and Type 4.
- Status:** A dropdown menu currently set to 'Active and Approved'.
- Restrict Results To:** Checkboxes for Local Program, NHS Route, OSOW Route, and FHWA Oversight.
- Mainline AADT:** Input fields for Minimum and Maximum values.
- Construction Year:** An input field.
- Region/County:** A dropdown menu set to 'ALL'.
- Highway:** A dropdown menu.
- LET Begin Date:** An input field.
- LET End Date:** An input field.
- Advanced Search Box (blue border):** Contains input fields for 'TMP ID', 'Design ID' (with format 'xxxx-xx-xx'), and 'Construction ID' (with format 'xxxx-xx-xx'). A note below states: '* Parameters within this box will override everything else.'

At the bottom, there is a search bar with a 'Search' button and a 'Reset' button. To the right, there are controls for 'Order By' (set to 'TMP ID'), 'Descending' (checked), and 'Results Per Page' (set to '25').

The search function has several options to help narrow down the search results. These basic parameters can all be used in conjunction with one another.

TMP Type <input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2 <input type="checkbox"/> Type 3 <input type="checkbox"/> Type 4	Restrict Results To: <input type="checkbox"/> Local Program <input type="checkbox"/> NHS Route <input type="checkbox"/> OSOW Route <input type="checkbox"/> FHWA Oversight	Region/County ALL <input type="button" value="v"/> Highway <input type="button" value="v"/>
Status Active and Approved <input type="button" value="v"/>	Mainline AADT Minimum <input type="text"/> Maximum <input type="text"/>	LET Begin Date <input type="text"/>
	Construction Year <input type="text"/>	LET End Date <input type="text"/>

Use one of the override parameters when searching for a specific TMP. Using one of these parameters ignores any options selected in the basic parameters.

TMP ID <input type="text"/>
Design ID <input type="text"/>
Construction ID <input type="text"/>
* Parameters within this box will override everything else.

Search results appear as follows with several options² to alter the order and number of results displayed as well as what category to order the results by.

Order By Results Per Page

TMP ID ▼

Descending ▼

25 ▼

2

The total number of records is : 1137

Current page: 1

	TMP ID	Type	Design ID	Const. ID(s)	Project Title	County	Highway	Status	Last Modified Date
<input type="button" value="View"/>	8680	Type 2	NO DESIGN ID	1009-12-98	Southwest Region Wide	LA CROSSE	Other - Various Highways	Submitted for Review (90%)	08/17/2022 02:31 PM
<input type="button" value="View"/>	8677	Type 2	1009-42-28	1009-42-29	NC REGION, EPOXY PAVEMENT MARKING	WAUPACA	Other - Various Highways	Approved (90%)	08/09/2022 03:08 PM
<input type="button" value="View"/>	8672	Type 2	1650-02-03	1650-02-83	BOSCOBEL - READSTOWN	VERNON	US 61	Approved (90%)	08/02/2022 08:38 AM
<input type="button" value="View"/>	8671	Type 2	5770-02-01	5770-02-71	LONE ROCK - STH 154	RICHLAND	WIS 130	Approved (60%)	08/10/2022 07:34 AM
<input type="button" value="View"/>	8661	Type 1	7397-01-00	7397-01-70	T ROCK, LYNN LINE ROAD	WOOD	Other - Local Road	Approved (60%)	08/10/2022 11:37 AM

To download a copy of the search results click the Download CSV³ icon. There is an option for just a CSV or an ExtendCSV. The CSV option only have basic project information for the TMP. The ExtendCSV has more fields to report out.

The screenshot shows a search results interface. At the top, there are buttons for 'Search' and 'Reset'. Below them, the 'Order By' dropdown is set to 'TMP ID' and the 'Results Per Page' dropdown is set to '25'. A 'Download CSV' button is highlighted with a yellow box and contains a '3' icon. Above this button, a dropdown menu is open, showing 'ExtendCSV' as the selected option. Below the search controls, it says 'The total number of records is : 1137'.

The results appear in Microsoft Excel as seen below.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	TMP ID	TMP Type	TMP Statu	Region	Local Prog	Design ID	Project Tit	County	Highway	Constructi	Project Ty	Project Lir	Project Le	Project Dl	Engineer's	AADT
2	1118	TYPE_3	Under Pre	NE	No	9000-32-2	STURGEON DOOR		US 42 NB	9000-00-9	CONST MI TEST LIMIT	8.5	300	1039895	60000	
3	1119	TYPE_2	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-6	CONST OF SEMINOLE	0.01	650	107271.9	10000	
4	1120	TYPE_3	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-6	CONST OF SEMINOLE	0.01	650	107271.9	10000	
5	1121	TYPE_3	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-9	CONST OF FISH HATC	5.6	700	1007272	15000	
6	1122	TYPE_4	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-6	CONST OF SEMINOLE	0.01	650	107271.9	10000	
7	1122	TYPE_4	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-9	CONST OF FISH HATC	5.6	700	1007272	15000	
8	1123	TYPE_4	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-6	CONST OF SEMINOLE	0.01	650	107271.9	10000	
9	1124	TYPE_3	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-9	CONST OF FISH HATC	5.6	700	1007272	15000	
10	1125	TYPE_3	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-6	CONST OF SEMINOLE	0.01	650	107271.9	10000	
11	1126	TYPE_3	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-6	CONST OF SEMINOLE	0.01	650	107271.9	10000	
12	1126	TYPE_3	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-9	CONST OF FISH HATC	5.6	700	1007272	15000	
13	1127	TYPE_3	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-6	CONST OF SEMINOLE	0.01	650	107271.9	10000	
14	1128	TYPE_4	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-9	CONST OF FISH HATC	5.6	700	1007272	15000	
15	1129	TYPE_4	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-6	CONST OF SEMINOLE	0.01	650	107271.9	10000	
16	1129	TYPE_4	Under Pre	SW	No	1009-10-1	C MADISO DANE		US 12 EB	1009-10-9	CONST OF FISH HATC	5.6	700	1007272	15000	

Each TMP found in the search has the option to be viewed by clicking the View⁴ icon.

View ⁴	1148	Type 2	2040-17-00	2040-14-70	Lovers Lane/108th Street	MILWAUKEE	US 45	awgreco	01-08-2014 08:49
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16. Admin

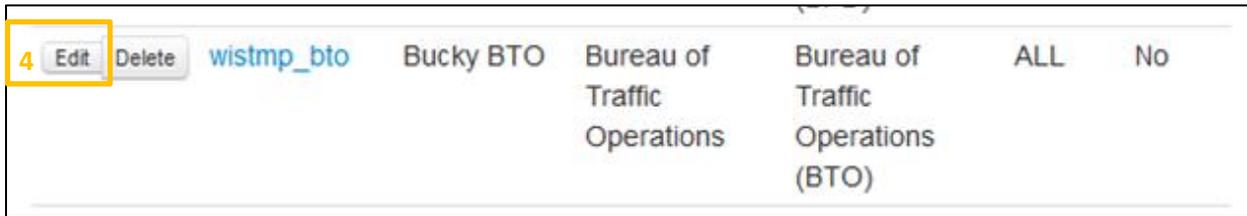
The Admin¹ tab allows access to system-wide administrative capabilities. All Admin functions require Admin authorization. To access Admin content, start by selecting the Admin¹ tab at the top. There are two available sections for Administrators to alter, Manage Users² and Manage Messages³.

16.1 Manage Users

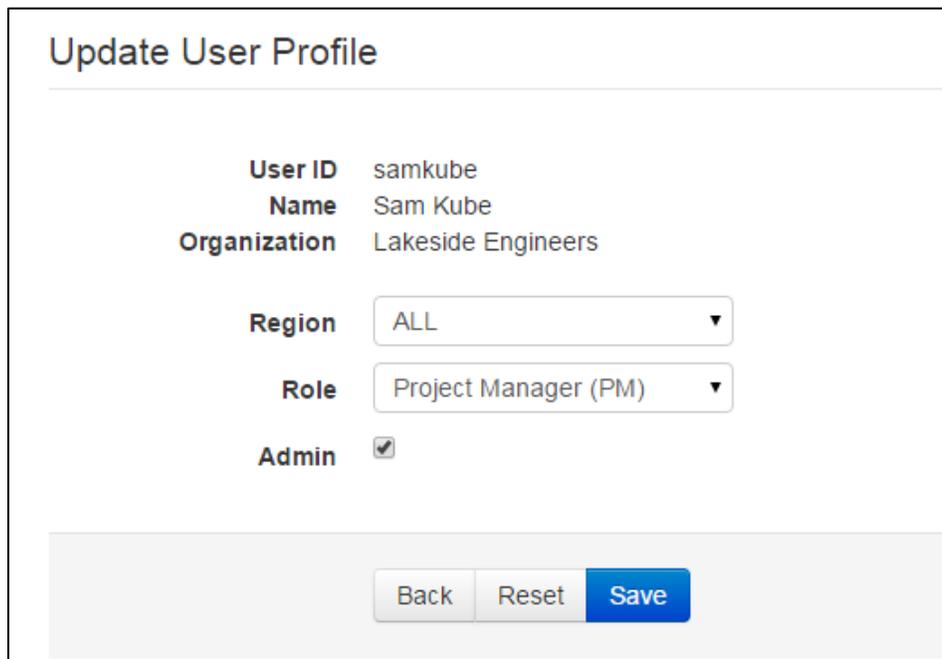
The Manage Users² section allows viewing/editing of user account information within the TMP section of WisTransPortal.

Manage Users							
Add user to WisTMP System							
action	User ID	Name	Organization	Role	Region	Admin	
Edit Delete	Scpaulus	Susan Paulus	Lakeside engineers	Project Manager (PM)	SE	Yes	
Edit Delete	LakesideTony	Tony Bublitz	Lakeside Engineers	Project Manager (PM)	ALL	Yes	
Edit Delete	wistmp_fhwa	Bucky FHWA	FHWA	Federal Highway Administration (FHWA)	ALL	No	
Edit Delete	wistmp_bpd	Bucky BPD	Bureau of Project Development	Bureau of Project Development (BPD)	ALL	No	

Selecting the Edit⁴ icon next to a user brings up their profile for editing.

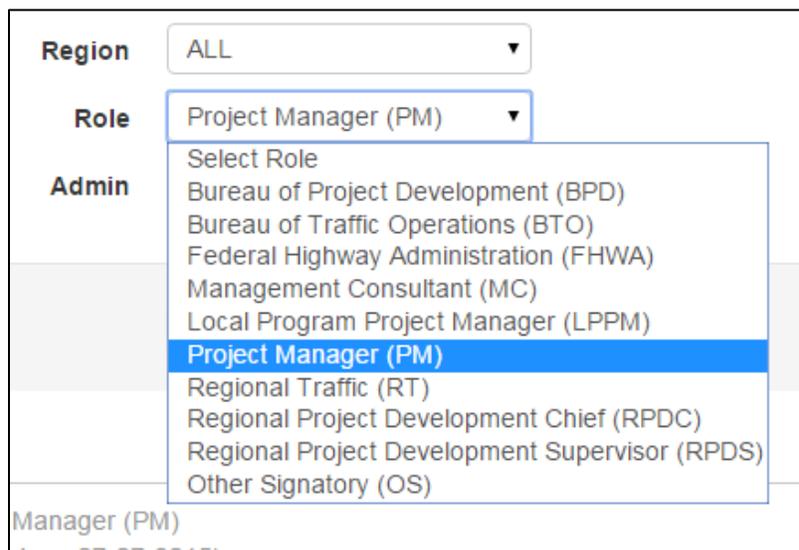


The chosen account may be modified in several ways.



A screenshot of the 'Update User Profile' form. The form displays the following information: User ID: samkuba, Name: Sam Kube, Organization: Lakeside Engineers. Below this, there are dropdown menus for 'Region' (set to ALL) and 'Role' (set to Project Manager (PM)). There is also a checkbox for 'Admin' which is checked. At the bottom of the form are three buttons: 'Back', 'Reset', and 'Save'.

These are all of the possible roles available within the user management frame.



16.2 Manage Messages

The Manage Messages³ section allows viewing/editing of system wide messaging within the TMP section of WisTransPortal. To post a new message, fill out the information in the Post a new Message Section⁵, and select Save⁶.

Manage Messages

System Messages ⓘ

Action	Message ID	Message Subject	Message Type
--------	------------	-----------------	--------------

WisDOT Messages ⓘ

Action	Message ID	Message Subject	Message Type
<input type="button" value="Edit"/> <input type="button" value="Delete"/>	301	WisTMP system is now live	wisdotMessage

Post a new Message 5

Message Type WisDOT Message System Message

Message Subject

Message Body

6

When the Edit⁷ icon next to a message is selected it appears below with its information filled in the Post a new Message section.

Action	Message ID	Message Subject	Message Type
7 Edit Delete	150	Test Subject	wisdotMessage

Here the message may be edited and updated.

Post a new Message

Message Type WisDOT Message System Message

Message Subject

Message Body

17. Help

The Help tab provides system related help and documentation. To access Help content, start by selecting the Help¹ tab at the top.

The screenshot shows the top navigation bar of the Wisconsin Transportation Management Plan (WisTMP) System. The title is "Wisconsin Transportation Management Plan (WisTMP) System". The navigation menu includes "Home", "Create", "Search", "Admin", "Help", "Resources", and "Contact". The "Help" tab is highlighted with a yellow box and a small "1" next to it. Below the navigation bar, there is a breadcrumb trail: "s > WisTMP > Help". The main content area is titled "Help and Training" and contains a list of links:

- **WisTMP System FAQ**
WisTMP System Frequently Asked Questions.
- **WisTMP User Manual**
Download the Wisconsin TMP System User Manual.
- **WisTMP Quick Guides**
 - WisTMP Quick Reference
 - Viewing a TMP - Quick Guide
 - Creating a TMP - Quick Guide
 - Approving a TMP - Quick Guide
- **WisTMP Training Presentation**
Presentation from the WisTMP Regional training sessions.

At the bottom of the page, there is a link: "More documentation is located here."

18. Resources

To access external relevant content, start by selecting the Resources¹ tab at the top.

Wisconsin Transportation Management Plan (WisTMP) System Training Site

Home Create Search Admin Help **Resources** 1 Contact

Home > WisTMP > Resources Welcome, TMP-PM | M

Resources

This interface provides additional resources related to the TMP documentation and request for approval process.

- [FDM 11-50: Traffic Control](#)
- [Work Zone Safety Handbook: Guidelines for Construction, Maintenance, Utility Operations](#)
- [Flagger's Handbook](#)
- [FDM 11-60: Detours](#)
- [FDM 11-50 Attachment 10.1: Public Information Outreach Plan \(PIOP\) Checklist](#)
- [WisDOT Traffic Counts](#)
- [MUTCD](#)
- [TGM 6-2-55: PCMS Use in Construction and Maintenance Projects](#)
- [TGM 6-3-4.5: Width Restrictions](#)
- [TGM 6-3-5: Mitigation Contract: Law Enforcement, Freeway Service Teams, Emergency Services, Traffic Control/Capacity and Multimodal](#)
- [TGM 6-3-10: Work Zone Incident Management Plans \(WZIMPs\)](#)
- [TGM 6-6-20: One-lane Bridges](#)
- [TGM 6-8-15: Highway Advisory Radios \(HAR\)](#)
- [TGM 6-10-20: Signing and Marking - Local Roads](#)

19. Contact

The Contact tab provides system related contact information for TMP business process questions, and for WisTMP system related questions. To access contact information for personnel related to the online TMP system, start by selecting the Contact¹ tab at the top.

Wisconsin Transportation Management Plan (WisTMP) System

Home Create Search Reports Admin Help Resources **Contact** 1

WisTransPortal > Applications > WisTMP > Contact Welcome, aheidtke | [Manage Account](#) | [Logout](#)

Contact

WisDOT Regional Contacts

Most questions about WisTMP usage should be directed to the WisDOT contact person for your region:

NE	Joshua Falk	Joshua.Falk@dot.wi.gov	(920) 492-7165
NC	Cara Abts	cara.abts@dot.wi.gov	(715) 421-8024
NW	Chad Hines	chad.hines@dot.wi.gov	(715) 836-7276
SE	Rebecca Klein	rebecca.klein@dot.wi.gov	(262) 548-8728
SW	Joe Schneider	joseph.schneider@dot.wi.gov	(608) 789-5959

For technical support, including user account related questions, contact: wistmp@topslab.wisc.edu

For additional questions about WisTMP policy and workflow, contact WisDOT BTO:

Andy Heidtke
BTO Work Zone Engineer
Email: Andrew.Heidtke@dot.wi.gov

For all other WisTMP related questions or comments, contact TOPS Lab:

Chris Mills
TOPS Lab Systems Developer
Email: cmills4@wisc.edu

Steven Parker
TOPS Lab IT Program Manager
Email: sparker@engr.wisc.edu