Expires – When LPP is issued

HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)

I. BACKGROUND

The current Highway Safety Improvement Program (HSIP) Guidelines are included in the Local Assistance Program Guidelines (LAPG) as Chapter 9. The latest version, dated November 29, 2007, was used for Cycle 2 of the HSIP. With the upcoming call for Cycle 3 HSIP projects, HSIP guidelines were updated and issued in this Office Bulletin with the intent of issuing a formal LPP at a later date. Once the LPP process is completed, this Office Bulletin will expire.

II. POLICY

In addition to many formatting changes, the major policy changes from the previous HSIP cycles include the following:

- The Traffic Data Category has been removed. It was introduced in Cycle 2 but never implemented. These Guidelines contain only two categories: Safety Index and Work Type. Funding for each category is proposed to be 50-70% Safety Index and 30-50% Work Type.

- Three (3) rating factors were removed from the Work Type category: Urgency of project, Project site is within a listed location in the Five Percent (5%) Report, and Project implements a prioritized safety action item in the SHSIP report. These factors are included under the 'rating rubrics' (new) for the remaining five rating factors.

- The "status report" requirement has been removed. DLAEs may be asked to request status reports from local agencies only when the agency does not meet delivery expectations of four primary milestones, e.g., FTIP Amendment; PE Authorization; CON Authorization; Project Close-out. The number of Milestones that will be tracked has also been reduced from seven to four.

- Rating rubrics have been added for the five rating factors to be used in the project selection process.

- Attachments have been added to the Application Form and are now included in the rating factors. Applications that do not include the required attachments will be disqualified.

III. PROCEDURE

Upon execution of this Office Bulletin, the District Local Assistance Engineers (DLAEs) will notify all local agencies that Caltrans is soliciting HSIP projects. Local agencies will be asked to submit their applications to the DLAE within approximately 3 months. The selection and prioritization process will be a joint effort by Headquarters and District Local Assistance offices.

When the recommended list of projects is developed and approved for funding, the Districts will notify applicants of the results.

IV. APPLICABILITY/IMPACTS

The attached Highway Safety Improvement Program Guidelines will be used by local agencies applying for funds for Cycle 3 of the HSIP. No significant impacts to the program or applicants are anticipated. Chapter 9 of the Local Assistance Program Guidelines will be updated when the LPP process is completed at a later date.

Recommended: _____ 7/21/09
Randy Ronning, Highway Safety Program Coordinator — Date
Office of Bridge and Safety Programs

Approved: _____ 7/21/09
Yin-Ping Li, Office Chief — Date
Office of Bridge and Safety Programs

Attachments:
1) Attachment 1 – HSIP Guidelines
2) Attachment 2 – HSIP Application