

Capital District
Transportation Committee

May 2, 2018

2018 CDTC/CDRPC Technical Assistance Program

Introduction

The Capital District Transportation Committee (CDTC) and the Capital District Regional Planning Commission (CDRPC) introduced a new Technical Assistance Program for 2018. The program is intended to fill gaps in local level planning needs and to enhance capacity to advance planning initiatives that resonate with one or more of the Quality Region Principles of the New Visions 2040 Regional Transportation Plan.

Program Guidelines

Technical assistance is limited to local government planning projects in CDTC's planning area that are well defined, short-term in nature, and do not compete with consultant activities. Eligible projects include, but are not limited to, transportation planning and analysis, land use planning, project support and development, data analysis and mapping. CDTC and CDRPC reserved nearly \$58,000 in the 2018-2020 Unified Planning Work Program to support this program at a maximum of 100 staff hours per project. Applicants are required to commit a 25% match in cash or in-kind services to be documented and submitted to CDTC. A solicitation was held in February with a March 9th application deadline.

Selection Process

CDTC/CDRPC received six proposals from the following entities: Towns of Knox, Guilderland, Rotterdam, Niskayuna and Wilton and Schenectady County. CDTC and CDRPC staff reviewed the six applications and vetted them for eligibility and completeness. The project selection considerations were:

- Projects must advance the goals of CDTC's New Visions 2040 Regional Transportation Plan
- Municipalities must submit a letter demonstrating project support, commitment and contributions
- The role of CDRPC and/or CDTC is well defined
- Total CDTC/CDRPC staff-time contribution generally should not exceed 75 hours
- Inter-municipal or joint projects are viewed favorably
- Availability of CDTC and CDRPC resources
- Geographic distribution of project proposals

All six applications required additional clarification and in most cases asked for more staff assistance than CDTC/CDRPC had resources for. Staff evaluated the proposed scope of the request against the maximum hours available for each project and adjusted the scope accordingly. Staff then shared the adjusted scope with the sponsor to confirm that the proposed assistance would be adequate to the initiative and would be used to develop a final budget. In addition, staff developed a work plan outlining general timelines for each project. During this process one applicant, that Town of Knox, withdrew their submission as the Town moved forward using its own resources.

Recommended Projects

In order to maintain schedules and complete these projects by the end of the current fiscal year, CDTC and CDRPC request your approval of the following five projects at the May Planning Committee Meeting. Note

that the work plan for two proposed projects (Guilderland and Rotterdam) is still being finalized but given a funding balance of over \$17,000, any shortfalls in the budget estimates can be covered.

Guilderland: Using information that comes out of the Regional Trails Plan as well as discussions with staff within the Town of Guilderland, technical assistance will be provided to the Town for trail mapping and identification by type, review of existing trail planning documents, assistance with the development of an RFP for trail planning and participation by CDTC/CDRPC staff on a trails plan study advisory committee.

Niskayuna: This initiative intends to assist the Town of Niskayuna to identify non-motorized transportation connections (bicycle and pedestrian facilities) that could provide travel options to Craig Elementary and the Jewish Community Center (JCC) over Balltown Road and to adjacent land uses. This effort will be consistent with the Town’s Complete Streets policy and opportunities to coordinate with the CDTC Complete Streets Policy Implementation project, which is about to be awarded to the Town for 2018, should be considered. Technical assistance will be provided to assess existing conditions in the Balltown Road/JCC/Craig Elementary School area using existing traffic studies and a site visit. A review of complete streets concepts will be undertaken along with the identification of study area options.

Rotterdam: This initiative intends to refine capital project concepts identified in the Town of Rotterdam’s 2015 Brownfield Opportunity Area (BOA) study on NYS Route 5S between NYS Route 103 (Bridge Street) and Parkis Street. The BOA study discusses trail connections at the railroad tracks and to the Mohawk River, streetscape improvements on NYS Route 5S and welcome/wayfinding signs. Technical assistance will be provided to the Town to inventory and map available existing transportation conditions, suggest priority improvements (crosswalks, signage etc.) to enhance pedestrian safety in the study area, identify next steps including a project fund source matrix and facilitation of a public meeting.

Wilton: A traffic evaluation was completed for the segment of NYS Route 50 between Old Gick Road and Jones Road to identify potential feasible alternatives to alleviate heavy traffic and improve safety. The study was funded by two developers as their contribution towards impacts and to assist the Town by providing them a technical document that can be used to identify mitigation projects. Technical assistance will be provided to the town to review the traffic study, assess the mitigation proposals and identify alternative approaches to mitigation including travel demand management.

Schenectady County: This initiative will provide the County with the foundational elements for a county-wide park utilization plan. Technical assistance will be provided to coordinate available background information between the County departments, create an inventory of existing park assets, conduct a gap analysis with recommendations and develop a park user survey.

Sponsor	When to Initiate	CDTC/CDRPC Hours	CDTC/CDRPC Budget (75%)	Local Match (25%)	Total Budget
Guilderland	Fall	100	\$9,780	\$3,260	\$13,040
Niskayuna	Spring	65	\$6,914	\$2,305	\$9,219
Rotterdam	Fall	100	\$9,257	\$3,086	\$12,343
Schenectady County	Summer	100	\$8,390	\$2,797	\$11,187
Wilton	Summer	60	\$6,416	\$2,139	\$8,555
Total:		425	\$40,757	\$13,587	\$54,344