Completed Project Justification Package Example

Nature of the Problem:
Describe the nature of the problem that the project intends to mitigate or fix. For example, is it designed to address a current congestion, operational or safety problem? Is it designed to replace or reconstruct a deficient bridge or pavement? Is it designed to support or enhance use of public transit? Is it designed to improve the pedestrian or cycling environment?

Main Street in the Town of Sunnydale provides essential access to the central downtown commercial district and adjacent residential neighborhoods and is in need of a full reconstruction. The project is intended to improve motorist, bicycle and pedestrian safety, create a transit supportive environment and improve the overall flow of traffic through the corridor. In addition, the project intends to eliminate deficient pavement conditions that are a result of high traffic volumes and poor drainage.

Project Description:
Prepare a narrative describing what will be done to address the problem described above. Be as specific as possible by including the following:

- Brief project history.

  The need for this project was first explored three years ago as part of local planning work.

- All project elements, their location and design specifications.

  Improvements include the following:
  - **Full depth reconstruction of the travel and parking lanes**
  - **Replacement of deteriorated sidewalks and crosswalks**
  - **Add ADA compliant curb ramps**
  - **Modernize/replace traffic signals**
  - **Improve the visual character of the area by providing plantings, new street trees and sod**
  - **Add two bike racks at either end of the corridor**
  - **Add bulb outs at all intersections**
  - **Provide bus shelters at two locations**
  - **Replace and update street signs**

- Note the need for drainage work, utility relocation, curbing, culvert installation or replacement, and other ancillary work.

  - **Install new closed drainage system and separate the storm water system from the sanitary sewer system**
  - **Replace drainage grates with bicycle safe grates**
  - **Relocate 10 utility poles**
  - **Replacement of deteriorated curbs**

- Include a location map, sketches, and renderings (attach to the completed Project Justification Package)

- Indicate if right-of-way is needed. If so, how much and where.

  Two locations will require 200 SF of ROW to accommodate the proposed bus shelters. These locations are indicated on the attached map.

Project Type (check all that apply)**:**

X Transit	X Intersection Improvement
X Traffic Operations	X Roadway Repaving, Rehabilitation or Reconstruction
X Bicycle/Pedestrian	X Complete Streets
☐ Additional Roadway Capacity	X Economic Development
☐ ITS	☐ Bridge
X Safety	X ADA Compliance Project

Supporting Data:
Please provide the following information. Indicate N/A if the data item is not related to the proposed project. (Attach detailed data summaries to this application, if needed.) Much of this information can be obtained from data and analysis available from NYSDOT, CDTC, CDTA or municipal or consultant studies, etc.

Please tell us as much as you can about the existing and proposed traffic and land use conditions associated with the proposed project. For projects with cross section or intersection treatments that will be significantly different in various sections of the overall project limits, please provide the following information for each relevant section – do not average for the whole project limits.

Existing Conditions:

- Functional Classification: **Urban Principal Arterial**
- Road name or route number: **Main Street NYS Route 1**
- Project limits: (from/to) **Avenue A to Avenue F**
- Project length (ft or miles): **1.5 miles (7920 linear feet)**
- Number of travel lanes: **4 travel lanes**
- Width of travel lanes (ft): **12 foot inside lane, 13 foot outside lane**
- Pavement type: **Asphalt**
- Pavement condition score: **5 from Avenue A to D, 6 from Avenue D to F**
- Shoulder type (paved/unpaved): **None…Parking lane instead**
- Shoulder width (ft): **N/A**
- Median type (raised/flush): **Flush**
- Median width (ft): **16 feet**
- Width of parking lane (ft): **8 feet both sides of street**
- Sidewalk width (ft): **5 feet both sides**
- Bike lane width (ft): **none**
- Multi-use Path width (ft): **none**
- Average annual daily traffic (vehicles/day): **25,000 AADT**
- Hourly traffic volumes (widening and new roadways only): **N/A**
- Peak hour vehicle & pedestrian counts (at intersections): **N/A**
- Annual number, type, & location of vehicle, pedestrian, bicycle crashes: **See attached sheet with three years of complete crash data from 2006 through 2008.**
- Transit route(s) in project area: **Yes. CDTA Route 100**
- School bus route in project area (Yes or No): **Yes. Elementary School is located on Main Street just outside of the project area.**
- Number & location of transit stops: **2 major stops and 2 minor on each side of road. See attached map for locations.**
- Number & location of bus pullouts: **None**
- Number & location of commercial driveways (for intersection and arterial management projects only): **All driveways are noted on the attached map.**

Proposed Project Characteristics:

- Number of travel lanes: **4 travel lanes**
- Width of travel lanes (ft): **11 feet for all four travel lanes**
- Shoulder type & width (ft): **None**
- Median type & width (ft): **Flush 12 feet**
- Intersection turn lanes & width (ft): **None are being proposed. Existing turn lanes will remain.**
- Width of parking lane (ft): **8 feet both sides**
- Sidewalk width (ft): **5 feet both sides**
- Bike lane width (ft): **5 feet both sides**
- Multi-use Path width (ft): **N/A**
- Intersection Traffic Control (Replace existing signal(s)? New signal(s)? Replace or New Pedestrian Signal(s))? : **Replace all four traffic signals and add pedestrian countdown timers**
- Crosswalk location & type: **Replace all crosswalks at the four intersections as noted on the map. Crosswalks will be ladder style white paint.**
- Anticipated reduction in number of commercial driveways: **None**
- Number & location of transit stops: **Same**
- Number & location of bus pullouts: **None**
- Does the project include landscape or streetscape features? (Y/N): **Yes. New Street trees, sod and other plantings.**

Project Costs:

Accurate costs estimates are an important part of the benefit/cost scope of the project evaluation. Accurate cost estimates can prevent unintentional over-programming or under-programming of the TIP. Perhaps just as important, is that the costs of the candidate projects be consistent so all projects are treated equally. The latter indicates the value of an unbiased single source for all cost estimates.

CDTC staff has developed unit cost estimates for reconstruction and some additional project types based on recent federal-aid construction experience. Therefore, sponsors should complete the worksheet below using CDTC unit costs as applicable. The unit costs will be posted on the CDTC website at www.cdtcmpo.org on September 21, 2009. If the project includes an element(s) for which CDTC has no empirical unit costs or other experience, please provide a cost estimate and indicate its source for each element. Examples of such sources include:

☐ Professional judgment
X Consultant for the community or agency
☐ Preliminary engineering report
☐ Estimate prepared by NYSDOT

Project cost estimates will be inflated by CDTC staff. Construction cost inflation is a mutually agreed upon factor calculated by NYSDOT and CDTC based on inflation trends. The inflation factor is currently under review.

Project Costs:

Estimated Project Costs		Proposed Project Funding	
Construction Costs (in 2010 $)	**$13,000,000**	Federal Funds Requested* *	**$15,400,000**
+ Inspection Cost (12%)*	**$1,560,000**	+ Additional Local Funds	**$2,000,000**
+ All Design Phases (18%)*	**$2,340,000**	+ Funds from Other Sources	**$0**
+ Right-of-Way	**$500,000**		
Total Project Cost (in 2010 $)	**$17,400,000**	Total Funding	**$17,400,000**

* Percentages shown are percentages of construction cost
** Include 20% local match

Describe any conditions that would affect project costs (steep slopes, poor soils, utility relocation or reconstruction, curb replacement, drainage or stormwater improvements, culvert reconstruction, etc.)

- **Install new closed drainage system and separate the storm water system from the sanitary sewer system**
- **Replace drainage grates with bicycle safe grates**
- **Relocate 10 utility poles**
- **Replacement of deteriorated curbs**

Project Priority:
Sponsors submitting multiple projects for the same project type should provide an indication of the relative priority of each project (high, medium, low).

Priority Level: **High**

Transportation Improvement Program (TIP) Project Solicitation
Project Justification Package
Part C: Relationship to New Visions 2030 and Other Local & Statewide Plans

The following questions are designed to identify New Visions 2030 principles that are being addressed by the proposed project. All answers must be direct and brief. For example, for a project proposing new capacity, pointing to an access management plan that has been adopted by the municipality can be one way to show how the project meets the land use management requirements of New Visions 2030. A repaving project that includes sidewalk repair and high visibility crosswalks can point to New Visions 2030 principles related to infrastructure renewal and multi-modalism.

1. Does the project advance a specific recommendation from a completed Linkage Study, or similar planning study or municipal program (i.e. Municipal comprehensive plan, bike/ped plan, sub area study, Generic Environmental Impact Study (GEIS), etc.)? **X Yes** ☐ No

   If **Yes** please indicate the name and date of the study and include appropriate citations, excerpts or pages from the plan.

   The Main Street Corridor Study was completed in 2005 through the NYS Quality Communities grant program. See the attached documentation regarding the study recommendations for the Main Street Corridor.

2. Describe how the project is related to the long-range metropolitan transportation plan known as New Visions 2030 and its principles, strategies and actions. (www.cdtcmpo.org/rtp2030/nv.htm)

   This project implements a number of New Visions 2030 actions included an improved pedestrian, bicycle and transit environment, improved traffic operations, likely slower traveling speeds in keeping with the context of this corridor and overall improved safety for all roadway users.

3. For projects adding capacity to the transportation system, describe how the project is consistent with CDTC's Congestion Management Process? (www.cdtcmpo.org/rtp2030/materials/cm-doc.pdf)

   This project will not be adding capacity for motor vehicles.

4. Linear capacity improvement projects are required to be linked to land use management actions. Describe the sponsor commitment to a local land use/transportation plan, access management, the construction of new local streets or the provision of supplemental transit services.

   This project will not be adding capacity. However, the entire project is linked to a new zoning overlay district implemented following the completion of the Corridor Study.

5. Describe the public process used to generate the local plans or other public support for the proposed project.

   Two public workshops will held during the Main Street Corridor Study process in addition to a business owner survey, a resident survey and a formal presentation to the Town Council. $2 M in additional funds can be applied to this project due to the implementation of a mitigation fee program in the corridor.

6. Describe the community context surrounding the project location (i.e. examples might include: downtown/town center, on a community shopping street, nearby uses such as a school, along a transit route, suburban arterial with a description of surrounding land uses, etc.)

   This is the town center/main street area of the community. The project area contains a number of large retail establishments with residential development in subdivisions off the main street area and behind the commercial structures. An elementary school is located one half mile outside the project area.

7. Is there a new economic development initiative being planned or constructed which would be dependent on this project? Describe the nature of the initiative and how the proposed project will support it.

   Yes. The corridor study recommended a mixed use environment for the corridor. The overlay zoning code encourages a mix of residential with commercial. A developer is proposing a large retail/residential complex in the project area and the proposed project will serve to complement this development and will help to revitalize the project area. The developer is being required to pay mitigation fees which will be applied toward the additional local match for this project.

8. If the project is a bicycle/pedestrian project, how does it enhance the overall local and regional bike/ped transportation system?

   The project is part of the CDTC bike/ped Priority network and will improve the pedestrian and bicycling environment through the corridor to connect to another section of the roadway which was reconstructed with bike and ped elements four years ago.

9. Describe how the project may potentially impact various categories of roadway users or land uses near the intersection(s) and along the adjacent roadway. For example, will land access be enhanced or diminished for certain parcels? Will pedestrian crossing distances be increased? Decreased? Will transit riders be impacted? Etc.

   No driveways are being eliminated as part of this project. Crossing distances for pedestrians will be reduced through the provision of bulb outs at the major intersections. Bike lanes will improve the riding environment for bicyclists. Transit buses will have improved station areas for customers and ADA compliant curb ramps and replaced sidewalks will also improve the pedestrian environment for transit customers.

10. Who will be responsible for the maintenance of the completed project (snow removal, grass trimming, repair, wiring, lights, etc.)? Please include a statement of willingness from the responsible party to fully maintain the completed project.

    The town of Sunnydale pledges to maintain the sidewalks and plantings along with the local business association. The NYSDOT will be responsible for snow removal on the main street as this roadway is a state highway. CDTA will maintain the bus shelters.

11. If the project is near or crosses a jurisdictional boundary, is it consistent or complimentary with the facility in the adjacent jurisdiction? Please explain.

    The project area does not cross and is not adjacent to another jurisdiction.

12. Could the project encroach on or impact any historic, environmental, or recreational areas? If yes, provide as much specific information as possible. If wetland (or other) mitigation is necessary, are plans in place to implement mitigation? Is there a cost implication? (For general location information on select natural and cultural resources see New Visions 2030 maps at http://www.cdtcmpo.org/em-maps.pdf)

    No. The project area is already built out and there are no historical, environmental or recreational issues.

13. Describe any inter-modal connections that are being created or enhanced by the proposed project.

    Pedestrian, bicycle and transit connections will be enhanced by this project.

14. Does the project improve freight access? □ Yes **X No**

    If **Yes**, explain how: