

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 (see www.cdtcmpo.org/techassist for complete details). Generally, technical assistance provided under this program will be for local planning projects that are well defined, short-term in nature and related to CDTC's New Visions 2040 plan. The proposed projects do not have to be specific to traditional transportation planning. Eligible projects can be, but are not limited to, transportation planning and analysis, land use planning, project support and development, and data analysis and mapping.

Eligibility

Eligible applicants include municipalities within the designated planning area of the Capital District Transportation Committee in the counties of Albany, Rensselaer, Saratoga, and Schenectady. For projects to be considered for this program, the total staff time commitment of CDTC and CDRPC should generally not exceed 75 hours. The total project cost will be determined by CDTC/CDRPC staff once the scope is defined and the value of staff time is calculated. Applicants must submit a project description, a list of tasks that CDTC/CDRPC staff would undertake and an estimate of the local match and its source, which will be valued at not less than 25% of the actual project cost. Cash and in-kind match are both acceptable for the local share. At the conclusion of the project, the applicant will be required to document the actual cash or in-kind match contribution.

Applications and Evaluation

The submission deadline was March 9, 2018 and six proposals were received. They are summarized in Table 1. CDTC and CDRPC staff met to screen the applications and the requested work. All six will require follow up with the project sponsors to confirm the role that CDTC/CDRPC staff will have in each effort, finalize a task list for CDTC/CDRPC staff and to identify and finalize the number of hours of staff time required. CDTC and CDRPC intend to complete this step in early April so sponsors can be notified of an award by the end of the month. Sponsors awarded technical assistance should expect that the initiation of their project with CDTC and CDRPC will be dependent on the availability of staff and will be phased in over the next six months.

Table 1: Technical Assistance Program Proposals

Sponsor	Project Name	Brief Description	Proposed Funding	
			Local Cash	In-kind Services
Guilderland	Trail Network Inventory and Planning	The town requested CDRPC/CDTC assistance with trail mapping and assisting with the selection of a planning consultant as the town pursues a trails master plan.	\$15,000	\$3,500
Knox	Public Meeting Facilitation for a Business District Designation	The town is considering rezoning a portion of NYS Route 146 as a business district. As part of this effort, the Town Board has asked the Planning Board to evaluate the concept and solicit public input from Town residents. The town is requesting CDRPC assistance with meeting facilitation and to answer questions that may arise from that meeting.	\$0	\$1,931
Niskayuna	Balltown Road / Craig / Schenectady JCC	The Schenectady JCC/Craig Elementary/Balltown Road area serves a high amount of vehicular traffic but is currently not friendly to pedestrians or bicycles. With little to no safe crossings, the Town would like to examine the area to see what Complete Street treatments can be applied and if there is a safe way to get people to the JCC and Craig outside of a car.	\$0	\$5,034
Rotterdam	Rotterdam Junction Main Street Revitalization	This effort would build upon the Town's Brownfield Opportunity Area (BOA) Study in 2012. The Town is particularly interested in implementing transportation and streetscape improvements on Main Street from State Route 103 east to Parkis Street. The concepts include streetscape improvements, directional, informational and interpretive signage, a gateway entrance, and sidewalk improvements. The Town is looking for technical assistance with data analysis, mapping, budget preparation, right-of-way analysis and grant writing.	\$3,000	\$1,574
Schenectady County	County Park/Preserve Utilization Plan	The purpose of this project is to gather all pertinent recreational, topographical and physical layout information and data about each of the County parks and preserves and to synthesize and compile this data for internal use by the County in capital planning and for preparing and disseminating park information to the public. Also, a user questionnaire will be developed as a tool to assist the County with evaluating the usage of the parks and preserves.	\$0	\$3,750
Wilton	NY Route 50 at Jones Road and Old Gick Road	A traffic evaluation was completed for the segment of Route 50 between Old Gick Road and Jones Road to identify potential feasible alternatives to alleviate congestion and improve safety. The Town is requesting technical review services of the existing documents prepared as well as assistance with identifying and pursuit of grant/funding opportunities.	\$7,500	\$1,951