



2022 - 2027 Transportation Improvement Program Road Project Application

Instructions

CDTC's electronic application is powered by Jotform. Save your work as you complete the form, an account is not needed (click "skip" at the bottom of the pop up box). Do not clear the cookies on your computer without saving as your work could be lost. **Jotform is compatible with web browsers such as Google Chrome, Apple Safari, Microsoft Edge and Mozilla.**

Applicants should enter project information in response to all fields as they appear. Required fields are indicated with an asterisk (*). The form will indicate data entry errors using red warnings and will not allow additional data to be entered until errors are corrected.

Submit one (1) application per road. Sponsors may indicate if a group of road applications are to be bundled and evaluated as a single project. For questions related to complex projects, contact CDTC.

Application Sections:

Part A: New Visions 2050 and Certifications

Part B: Sponsor Information

Part C: Project Data

Part D: Cost Estimate and Proposed Funding

Part E: Sponsor Priority and Project Timing

Part F: Application Submission

Applications are to be submitted to CDTC by XXXXX, 2021.

Questions?

Sponsors may contact **Michael V. Franchini**, CDTC Executive Director at (518) 458-2161 or by email cdtc@cdtcmpo.org at any time for assistance. If requested, CDTC staff will review your application before final submission to offer suggestions for improvement.

Part A: New Visions 2050 and Certifications

New Visions 2050

Proposed projects must be consistent with the principles and recommendations in CDTC's New Visions 2050 regional transportation plan. Explore how your project supports implementation of New Visions 2050: <https://www.cdtcmpo.org/nv2050sum>.

Which New Visions 2050 planning and investment principles will the project implement? Provide the page number where the principle is described. *

Note: Page 10 containing the list of planning and investments principles will not count.

Project Eligibility

Project must be eligible for a federal aid program under the Fixing America's Surface Transportation (FAST) Act including the National Highway Performance Program (NHPP), the Surface Transportation Block Grant Program (STBG) and the Highway Safety Improvement Program (HSIP). CDTC's 2022 TIP Update webpage at www.cdtcmpo.org/tipupdate contains details on federal aid programs and eligibility requirements. The webpage also includes the following:

- Functional classification map of roads provided by NYSDOT. Federal-aid cannot be used for pavement projects on roads functionally classified as local.
- [2019 CDTC pavement condition data](#) on non-state federal aid roads.
- [2018 State road condition data](#) (for more current information, contact NYSDOT).
- [CDTC Local Bridge Study Study](#). Bridges are defined as having a span length greater than or equal to 20 feet.
- Data and analysis requirements for HSIP (safety) eligible projects. HSIP funds may be used for safety projects on any public road.

Certification: *

I certify that to the best of my knowledge, the proposed project is federal aid eligible under the FAST Act. Ineligible projects will be removed from consideration.

Project Evaluation

Project will be evaluated by the CDTC staff. 50% of the score is derived from a calculated Benefit/Cost ratio and 50% is derived from a Merit Category Score. Details regarding the evaluation methodology are available on the CDTC website at www.cdtcmo.org/tipupdate. CDTC's Planning Committee and Policy Board are ultimately responsible for project prioritization.

Certification: *

I understand and agree that my project will be evaluated by CDTC staff using CDTC's TIP project evaluation procedures.

Project Administration

State sponsored projects are expected to follow guidelines established by NYSDOT to implement a federal aid project. Local project sponsors should review the [NYSDOT Local Projects Manual](#) for details regarding the administration and management of a locally sponsored federal aid project

Certification *

Project administration and management will be undertaken in accordance with NYSDOT Procedures (state sponsored projects) or the NYSDOT Local Projects Manual (locally sponsored projects).

Project Delivery

All sponsors are expected to complete the project as described in this proposal, if funded. CDTC understands the design process may uncover unexpected challenges that prevent the project from being completed as described. Significant project changes, as described in CDTC's [Guidelines for TIP Amendments](#), may be subject to Planning Committee and, in some cases, Policy Board approval. CDTC staff will track the progress of funded projects to encourage on time project delivery.

Certification *

I certify that the project will be completed as described in this proposal. A significant change to the project limits, project type or project scope will require CDTC Planning Committee approval.

Part B: Sponsor Information

Project Sponsor (Governmental body submitting the Proposal) *

Insert the project sponsor name.

Is this a joint proposal with another municipality/agency? *

Yes

No

Joint Project Sponsor(s)

Insert one or more joint sponsor name

Contact Person

Provide the contact information for the person with direct knowledge of the project.

Name *

Title *

Affiliation *

Address *

Street Address

Street Address Line 2

City State

Zip Code

Phone Number *

Enter a valid phone number.

Email *

Enter a valid email address

Part C: Project Data

Instructions:

Submit one (1) application per road. This application may be used to repave or reconstruct a road, correct pavement deficiencies, repave a road to implement a complete street striping plan, road diet, HOV lane, bus lane, etc., widen a road or build a new road. Sponsors may indicate if a group of road applications are to be bundled and evaluated as a single project. For questions related to complex projects, contact CDTC.

Project Name *

Will this road application be bundled with another application(s) to create a single project? *

Yes

No

Provide the project name(s) of applications to be bundled.

Note: separate road applications must be submitted for bundled projects.

Road Name or Route Number *

Primary Road Name, State Route Number or County Route Number

Primary Owner(s) *

Primary Owner Name

Primary Maintenance Responsibility(/ies) *

Primary Maintenance Jurisdiction

Road Location

Road Location(s) - County *

Insert more than one county name if road crosses a county boundary.

Road Location(s) - City, Town, Village *

Insert more than one City/Town/Village name if road crosses boundaries.

Project Limits

Road Descriptive Project Limit - START *

Describe the START point of the project using cross street names and/or specific street addresses.

Road Descriptive Project Limit - END *

Describe the END point of the project using cross street names and/or specific street addresses.

For state roads, provide the reference markers:

Reference Marker - START

Insert the reference marker closest to the START point of the project.

Reference Marker - END

Insert the reference marker closest to the END point of the project.

Project Purpose and Description

What is the purpose and need for the project? *

Word Limit:0/200

How was the project need identified? *

i.e. State Condition Inventory, CDTC Non-State Federal Aid Condition Inventory or a Local Inventory. Word Limit:
0/200

Describe the scope of work. *

Word Limit:0/200

What is the total project length in center-line miles? *

Provide the 2019-2024 TIP number if related to, adding to, or altering an existing project (include projects in the Post '24 column)

Look up TIP numbers at: <https://www.cdtcmpo.org/2019tipprojects>

Existing Road Information

Provide the most recent pavement surface condition score and year scored.

Surface Condition (0-10)

Year Scored

Pavement Score

Note: CDTC's surface condition scores for local federal-aid roadways are available on the 2022 TIP webpage at www.cdtcmpo.org/tipupdate.

What is the source of the pavement condition surface score? *

Refer to the [NYSDOT Traffic Data Viewer](#) for the next two questions. Only provide count data that is more recent than in the Traffic Data Viewer or for roads not included in the Traffic Data Viewer, if available.

Is a more recent AADT count(s) available than in the NYSDOT Traffic Data Viewer? If so, provide the AADT count(s), count year and source.

Is a more recent % Heavy Vehicles count(s) available than in the NYSDOT Traffic Data Viewer? If so, provide the % Heavy Vehicles count(s), count year and source.

Proposed Road Information

Will the road be widened? *

Yes

No

Explain the need for the widening. *

Word Limit:0/100

Are Right-of-Way (ROW) acquisitions needed? *

Yes

No

Explain the need for the ROW acquisition. *

Word Limit:0/100

Will capacity for motor vehicles be added with the project? *

Yes

No

Explain the need for the additional motor vehicle capacity. *

Word Limit:0/100

Is there a safety problem in the project area, based on crash history? *

Yes

No

Describe the safety problem and how the project intends to address the problem. *

Word Limit:0/100

Is there an operational problem in the project area? *

Yes

No

Describe the operational problem and how the project intends to address the problem. *

Word Limit:0/100

Road Cross Section and Characteristics

Pavement Cross Section for Motor Vehicles

What are the **EXISTING** cross section characteristics of the road for motor vehicles? Provide the dimensions or number of each item in the table below. Insert N/A if not applicable. Combine values for both directions of travel unless otherwise noted.

Existing
Conditions

Total pavement width from curb-to-curb or pavement edge to pavement edge (feet)

Through travel lanes (#)

Travel lane width (feet)

Median type (i.e. divided highway, flush median - two way left turn, raised median, etc.)

Traffic signals (#)

Roundabouts (#)

Shoulder type (i.e. paved, unpaved or no shoulder)

Paved shoulder width (feet)

Total curb length (feet)

Parking lanes (#)

Will any of the existing cross section characteristics for motor vehicles change with the project? *

Yes

No

Provide the PROPOSED cross section characteristics for motor vehicles, specifically any changes or new installations. Insert N/A if the characteristic is not changing with the project. Combine values for both directions of travel unless otherwise noted

Proposed Conditions

Total pavement width (curb-to-curb or pavement edge to pavement edge (feet)

Through travel lanes (#)

Travel lane width (feet)

Median type (i.e. divided highway, flush median - two way left turn, raised, etc.)

Traffic signals (#)

Roundabouts (#)

Shoulder type (i.e. paved, unpaved or no shoulder)

Paved shoulder width (feet)

Total curb length (feet)

Parking lanes (#)

Pedestrian Facilities

Are pedestrian facilities present or being proposed in the project area? *

Yes

No

Provide the EXISTING pedestrian facility characteristics and any PROPOSED changes or new installations in the table below. Insert N/A if not applicable. Combine values for both directions of travel unless otherwise noted.

Existing Facilities

Proposed Facilities

Sidewalk on one or both sides of road

Sidewalk length (feet) - side A of road

Sidewalk width (feet) - side A of road

Sidewalk length (feet) - side B of road

Sidewalk width (feet) - side B of road

High visibility crosswalks (#)

Curb ramps (#)

Other facilities (# or length in feet)

Bicycle Facilities

Are bicycle facilities present or being proposed in the project area? *

Yes

No

Provide the EXISTING bicycle facility characteristics and any PROPOSED changes or new installations, excluding shared travel lanes with motor vehicles, in the table below. Insert N/A if not applicable. Combine values for both directions of travel unless otherwise noted.

	Existing Facilities	Proposed Facilities
On-street bike lane type (standard, buffered, protected, contra flow, cycle track, etc.) - side A of road		
On-street bike lane length (feet) - side A of road		
On-street bike lane width (feet) - side A of road		
On-street bike lane type (standard, buffered, protected, etc.) - side B of road		
On-street bike lane length (feet) - side B of road		
On-street bike lane width (feet) - side B of road		
Off road shared use trail length (feet) - side A of road		
Off road shared use trail width (feet) - side A of road		
Off road shared use trail length (feet) - side B of road		
Off road shared use trail width (feet) - side B of road		
Other facilities (# or length in feet)		

Transit Facilities

Are transit facilities present or being proposed in the project area? *

Yes

No

Provide the EXISTING transit facility characteristics and any PROPOSED changes or new installations in the table below. Insert N/A if not applicable. Combine values for both directions of travel unless otherwise noted.

	Existing Facilities	Proposed Facilities
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Bus lane type - side A of road

Bus lane length (feet) - side A of road

Bus lane width (feet) - side A of road

Bus lane type - side B of road

Bus lane length (feet) - side B of road

Bus lane width (feet) - side B of road

Other facilities (# or length in feet)

Has the cross section changed in any way in the last five years that would not be reflected in satellite or Google Earth imagery? *

Yes

No

Describe the cross section changes. *

Word Limit:0/100

Additional Project Information

Provide any additional project information not covered in other sections of the application. Insert N/A for any short answer questions that do not apply to the project.

Is the project implementing a recommendation from a state, regional or local planning study? *

Yes

No

Name the plan(s) and provide the page number(s) for reference. *

i.e. Capital District Trails Plan, CDTC Linkage Program plans, community comprehensive plans, CDTC Local Road Safety Action Plan, etc. Word Limit: 0 / 50

Will the project be utilizing mitigation fees related to a GEIS? *

Yes

No

Name the GEIS and describe how mitigation fees will support the project. *

Is the facility identified in a county, state or other hazard, security, emergency management or resiliency plan? *

Yes

No

Name the plan(s) and provide the page number(s) for reference. *

Is the project implementing an ADA Transition Plan? *

Yes

No

Name the plan(s) and provide the page number(s) for reference *

Word Limit:0/30

What new access management features, if any, are proposed to be implemented with the project? (Select all that apply) *

None

Shared driveways

Raised medians

Service roads

Dedicated turning lanes

Driveway reduction

Cross-easement access

Other

Describe what other new access management features are proposed to be implemented with the project? *

Review the Smart Growth Public Infrastructure Act criteria at:

https://www.cdtcmpo.org/images/tip/2022tipupdate/Smart_growth_act_criteria.pdf

Describe how the project supports the New York State Smart Growth Public Infrastructure Act criteria. Some of these criteria are captured in NYSDOT's GreenLites Program *

Word Limit:0/100

Describe how the project supports economic development. Consider access to childcare, economic justice, workforce development, life sciences cluster access, veteran participation in the workforce and other topics related to Regional Economic Development Council priorities *

Word Limit:0/100

Will the project have a known impact on an environmentally sensitive feature? *

Yes

No

Describe the impact and any proposed mitigation, if known. *

Word Limit:0/100

Does the project support freight and goods movement? *

Yes

No

Describe how the project supports freight and goods movement. *

Word Limit:0/100

What new pedestrian infrastructure, not already mentioned, are proposed to be implemented with the project? (Select all that apply) *

- None
- Curb extension (bump-outs, bulb-outs)
- Rectangular rapid flashing beacon (RRFB)
- Pedestrian countdown timer
- Accessible push button
- Pedestrian warning sign
- Pedestrian crossing island
- Pedestrian hybrid beacon
- Leading pedestrian interval
- Other

Describe what other new pedestrian infrastructure is proposed to be implemented with the project. *

Word Limit:0/50

What new bicycle infrastructure, not already mentioned, are proposed to be implemented with the project, excluding sharrows? (Select all that apply) *

- None
- Bike boxes
- Intersection crossing markings
- Two-stage turn boxes
- Combined bike lane/turn lane
- Through bike lane
- Bicycle signals
- Other

Describe what other new bicycle infrastructure is proposed to be implemented with the project. *

Word Limit:0/50

What new transit components, not already mentioned, are proposed to be implemented with the project? (Select all that apply) *

None

Transit shelters, including concrete pad and access to board transit

Concrete transit pull-offs (bus bays) adjacent to the roadway

Curb extension at bus stops

Transit signal priority

Park and ride lots of at least 25 spaces

Accessibility above ADA guidelines

Land set aside for future transit components

Queue jumper

Other

Describe what other new transit components are proposed to be implemented with the project. *

Word Limit:0/50

What new complete streets features, not already mentioned, are proposed to be implemented with the project? (Select all that apply) *

- None
- Speed reduction
- Shoulder improvements
- Improved freight access
- Green infrastructure
- On-site stormwater management
- Innovative curbside management
- Other

Describe what other new complete streets features are proposed to be implemented with the project. *

Word Limit:0/50

What travel demand management strategies are supported by the project? (Select all that apply) *

- None
- Carpooling
- Vanpooling
- Car share
- Bike share
- Commuter buses
- Park and ride lots
- Alternative parking strategies
- Other

Describe what other travel demand management strategies are being proposed to be implemented with the project. *

Word Limit:0/50

Will electric vehicle charging infrastructure be installed with the project? *

Yes

No

If known, how many chargers? *

Will the project benefit public health? *

Yes

No

Describe how the project will benefit public health. *

Word Limit:0/50

What new safety features, not already mentioned, are proposed in the project to proactively reduce the risk of fatal or serious injury crashes? (Select all that apply) *

None

Signal timing and phasing adjustment

Traffic signal back plates with retro reflective borders

Intersection warning signs

No turn on red signs (standard or electric)

Parking restrictions at intersections

Intersection or roadway lighting

Flashing beacons at stop controlled intersections

Sight line clearance

Retro-reflective signs and shoulder striping

Curve warning signs

High friction surface treatments

Centerline audible roadway delineators (CARDS)

Shoulder audible roadway delineators (SHARDS)

Safety edge

Traffic calming

Speed feedback signs

Other

Describe what other new safety features are proposed to be implemented with the project. *

Word Limit:0/50

What new advanced technologies to improve transportation system operations are proposed to be implemented with the project? (Select all that apply) *

- None
- Corridor signalization improvements
- TMC operations
- Traffic signal coordination
- ITS/CCTV signage or infrastructure
- Automated data collection
- Automated traffic enforcement
- LED lighting
- Automated Vehicles
- Connected Vehicles
- Real-time travel information communication
- Self-organizing traffic lights
- Dynamic speed limit signs
- Other

Describe what other new advanced technologies are proposed to be implemented with the project. *

Word Limit:0/50

Are any innovative features, new to the region or state, proposed to be implemented with the project? *

Yes

No

Describe the new innovative features proposed to be implemented with the project. *

Word Limit:0/50

Anything else CDTC should know about the proposed project? *

Word Limit:0/100

Part D: Cost Estimate and Proposed Funding

Accurate cost estimates are an important part of the project evaluation process. To assist sponsors and to provide consistency in the development of project costs, CDTC staff has developed unit cost estimates for some project types based on recent federal-aid construction experience. Descriptions of what is available by project type are provided below.

Pavement Reconstruction: CDTC will estimate project cost using its time-tested and updated unit costs. Sponsors can provide information detailing specific ways the project might include exceptional features, for which CDTC unit costs won't apply.

Pavement Preservation: CDTC does not have time-tested unit costs but has gained a better understanding of preservation costs from projects delivered through the 2019-2024 TIP. Sponsors will be relied on heavily for cost estimates as will CDTC's recent federal aid experience. CDTC will screen the estimates for consistency among sponsors and for excessive variance from unit costs provided by NYSDOT Region One.

Sidewalks and Multi Use Trails: CDTC will estimate project cost using its time-tested and updated unit costs. Sponsors can provide information detailing specific ways that their projects might include exceptional features, for which CDTC unit costs won't apply.

Element Specific Bridge Repair: CDTC will use the costs provided by the [2021 Local Bridge Preservation Study prepared by CDM for CDTC as a starting point](#). Sponsors must provide information detailing differences between the scope they are proposing and the one for which cost estimates are provided in the [2021 study](#), and how this affects the cost of the project. CDTC will work with relevant parties to confirm costs of local bridges.

Bridge Replacement: CDTC does not have time-tested unit costs. Therefore, sponsors will be relied on heavily for estimates. But, given that these types of projects have routinely been underestimated, CDTC will screen the estimates for consistency among sponsors and for excessive variance from unit costs provided by NYSDOT Region One.

Other: For projects for which CDTC does not have a procedure, sponsors will be relied on heavily for estimates. CDTC will screen the estimates for consistency among sponsors and for excessive variance from like projects of which it is aware.

CDTC's unit costs should serve as a point of reference for above project types to ensure the proposed project cost is in line with federal aid experience. CDTC staff will be using its unit costs to confirm sponsor costs, when available. If sponsor costs are substantially different than CDTC's unit costs, the sponsor will need to justify the difference. CDTC's unit costs are available on the CDTC website at www.cdcmpo.org/tipupdate.

Estimated Project Cost

Provide all cost estimates in 2021 \$'s. Default calculated values may be replaced with custom values that better represent project costs. All costs will be inflated by CDTC staff based on the year of project construction. Use round numbers, no decimals.

Construction Cost (\$) *

Inspection Cost/Contingency (\$) = 10% of Construction Cost *

Design - Select the project type. *

Road Reconstruction

New Road

All Other Road Projects

Design Cost (\$) = 18% of Construction Cost *

Design Cost (\$) = 10% of Construction Cost *

Right-of-Way (ROW) Acquisition Cost, if applicable (\$)

ROW Incidentals, if applicable (\$) = \$20,000 minimum

ROW Incidentals is a phase normally required before the purchase of ROW (Acquisition). If you included ROW Acquisition ("R" in the TIP) as a cost above, you should include ROW Incidentals ("I" in the TIP), for a lesser amount.

Source of cost estimate: *

Funding Proposal

The maximum federal fund request is 80% of the Total Project Cost. The minimum local match requirement is 20% of the Total Project Cost. All sources of funding are to be noted below. Use round numbers, no decimals.

Federal Funds Requested = 80% of Total Project Cost, maximum *

Required Local Match = 20% of Total Project Cost, minimum *

Additional Local Funds or Funds from Other Sources Beyond the Required Match

These funds would be in addition to the required Local Match.

List the source(s) of all local matching funds. *

i.e. State or local general funds, bonds, impact or mitigation fees, user fees, public/private partnerships, intermunicipal financial partnering, etc. Word Limit:
0/100

Part E: Sponsor Priority and Project Timing

Sponsor Priority

Indicate the priority of the proposed project to the sponsor when multiple project applications are submitted. If only one project is proposed by a sponsor, enter 1

What is the priority of this project with respect to other projects proposed by the sponsor? 1 is highest priority. *

Numbers only. A unique priority must be provided by sponsors with multiple project proposals.

Preferred Design and Construction Years

Note: The federal fiscal year begins on October 1st and ends on September 30th.

What year do you prefer to start preliminary design? Select one. (The preferred year to start preliminary design is not guaranteed.) *

1st year (2022-2023) of 2022-2027 TIP

2nd year (2023-2024) of 2022-2027 TIP

3rd year (2024-2025) of 2022-2027 TIP

What is your preferred construction year? Select one. (The preferred year for construction is not guaranteed.) *

1st year (2022-2023) of 2022-2027 TIP

2nd year (2023-2024) of 2022-2027 TIP

3rd year (2024-2025) of 2022-2027 TIP

4th year (2025-2026) of 2022-2027 TIP (for beyond preservation projects only)

5th year (2026-2027) of 2022-2027 TIP (for beyond preservation projects only)

Part F: Application Submission