



# 2022 - 2027 Transportation Improvement Program Bicycle Facilities 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 bicycle project. Projects may consist of more than one bicycle facility. Use this application to resurface or reconstruct existing bicycle facilities, to construct new bicycle facilities. Bicycle facilities may be on road (i.e. bike lanes) or off-road (i.e. shared use trails). Also use this application to widen existing bicycle facilities or to install bicycle related traffic control devices.

DO NOT use this application if the project proposes road repaving to install bicycle facilities or a complete street.

Sponsors may indicate if a bicycle project proposal is to be bundled and evaluated with other applications as a single project. For questions related to complex projects, contact CDTC.

Consultants may prepare all or part of project applications on behalf of municipalities but they may not participate in a competitive solicitation for consultant services for the same project, unless the consultant has been procured through a competitive process that included subsequent phases of the project, such as design, construction support, and construction inspection of the project. For more information on Consultant Procurement see [Chapter 6 of the NYSDOT Local Projects Manual](#).

### **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 November 5, 2021 at 5 p.m.**

## Questions?

Sponsors may contact Sandy Misiewicz, CDTC Executive Director at 518-458-2161 or by email [tip@cdtcmpo.org](mailto:tip@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: [www.cdtcmpo.org/nv2050sum](http://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

All projects 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/2022tip](http://www.cdtcmpo.org/2022tip) contains details on federal aid programs, eligibility requirements and transportation data.

**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

All projects 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.cdtcmpo.org/2022tip](http://www.cdtcmpo.org/2022tip). 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

State

City

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 bicycle project. Projects may consist of more than one bicycle facility. Use this application to resurface or reconstruct existing bicycle facilities, to construct new bicycle facilities. Bicycle facilities may be on road (i.e. bike lanes) or off-road (i.e. shared use trails). Also use this application to widen existing bicycle facilities or to install bicycle related traffic control devices.

DO NOT use this application if the project proposes road repaving to install bicycle facilities or a complete street.

Sponsors may indicate if a bicycle project proposal is to be bundled and evaluated with other applications as a single project. For questions related to complex projects, contact CDTC.

**Project Name \***

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

Yes

No

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

**Bicycle facility primary owner(s) \***

Primary Owner Name

**Bicycle facility primary maintenance responsibility(/ies) \***

Primary Maintenance Jurisdiction

## Project Purpose and Description

**What is the purpose and need for the project? \***

Word Limit:0/200

**How was the project need identified? \***

Word Limit:0/200

**Describe the scope of work. \***

Word Limit:0/200

**Was this project proposed for funding in the 2021 NYSDOT TAP/CMAQ Program?**

Yes

No

**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: [www.cdtcmpo.org/2019tipprojects](http://www.cdtcmpo.org/2019tipprojects)

## **Bicycle Facility Location and Type**

**County Location(s) \***

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

**City, Town or Village Location(s) \***

For linear bicycle facilities, provide the trail name or road name the facility is on or adjacent to and the start and end points. Provide for up to five linear bicycle facilities. If more than five linear facilities are proposed, upload a map as described below.

	Facility Name	Start point (i.e. street names, intersections, place names, lat/long coordinates, etc.)	End point (i.e. street names, intersections, place names, lat/long coordinates, etc.)
Facility 1	<input type="text"/>	<input type="text"/>	<input type="text"/>
Facility 2	<input type="text"/>	<input type="text"/>	<input type="text"/>
Facility 3	<input type="text"/>	<input type="text"/>	<input type="text"/>
Facility 4	<input type="text"/>	<input type="text"/>	<input type="text"/>
Facility 5	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

Provide the facility name, matching those provided in the previous question, as well as the facility type (i.e. bike lane, cycle track, shared use trail, buffered bike lane, protected bike lane, contra-flow bike lane, etc.) and the typical width for up to five linear bicycle facilities. If more than five linear facilities are proposed, upload a data file as described below.

	Facility Name	Facility Type	Facility Width (feet)
Facility 1	<input type="text"/>	<input type="text"/>	<input type="text"/>
Facility 2	<input type="text"/>	<input type="text"/>	<input type="text"/>
Facility 3	<input type="text"/>	<input type="text"/>	<input type="text"/>
Facility 4	<input type="text"/>	<input type="text"/>	<input type="text"/>
Facility 5	<input type="text"/>	<input type="text"/>	<input type="text"/>

What new bicycle infrastructure, not already mentioned, is proposed to be implemented with the project, excluding sharrows or shared-use arrows? (Select all that apply) \*

None



- Bike boxes
- Intersection crossing markings
- Two-stage turn boxes
- Protected bike lane at intersections
- Intersection through bike lane
- Bicycle signals
- Other

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

Word Limit:0/50

## Proposed Project Information

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

- Yes
- No

**Describe the need for and likely amount of ROW acquisition. \***

Word Limit:0/100

**Is utility relocation required in the project area?**

- Yes
- No

**Describe the need for utility relocation.**

**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

## **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:  
50

0  
/

**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:  
[www.cdtcmppo.org/images/tip/2022tipupdate/Smart\\_growth\\_act\\_criteria.pdf](http://www.cdtcmppo.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
- High visibility crosswalks

- Curb ramps
- 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 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
- Road diet/lane reduction
- Lane width reduction
- Speed reduction
- Shoulder improvements
- 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 the following project types based on recent federal-aid construction experience:

- Pavement Reconstruction
- Pavement Preservation
- Sidewalks and Shared Use Trails
- Element Specific Bridge Repair
- Bridge Replacements

CDTC's unit costs should serve as a point of reference for the 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. Details regarding CDTC's unit costs are available on the CDTC website at [www.cdtdcmo.org/2022tip](http://www.cdtdcmo.org/2022tip).

## Estimated Project Cost

Provide all cost estimates in 2021 \$'s. Use commas and round numbers for each entry, no decimals. The total project cost is automatically calculated and should match the total project cost in the funding proposal. All costs will be inflated by CDTC staff based on the year of project construction.

**Construction Cost (\$) \***

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

**Design Cost (\$) = 18% 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 commas and round numbers for each entry, 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, regardless of application type. If only one project is proposed by the sponsor, enter 1.

**What is the priority of this project with respect to other projects proposed by the sponsor, regardless of application type? 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

Submit