



TA Set-Aside Application

SRTS: Patrick Henry Elem Phase II

Project Status: Scoring

Organization: Richmond City
Project ID: F10-0000002743-R01

General

1. Project Sponsor

Organization

City of Richmond

Name

Selena Cuffee Glenn

Title

Chief Administrative Officer

Address

900 E. Broad St

Address 2

City

Richmond

State

Virginia

ZIP Code

23219

ZIP+4

1907

Email

selena.cuffee-glenn@richmondgov.com

Telephone

(804) 646-7978

Fax

() -

2. Project Manager

Name

Jian Xu

Title

Traffic Operations Engineer

Address

900 E. Broad St

Address 2

City	State	ZIP Code	ZIP+4
Richmond	Virginia	23219	1907
Email	Telephone	Fax	
jian.xu@richmondgov.com	(804) 646-5402	() -	

Project Information

Sponsor DUNS Number

3133640

Is this an existing project?

No

Project Title

SRTS: Patrick Henry Elem Phase II

Provide a description of the project and a clearly defined scope of the improvements to be made utilizing Transportation Alternatives funds. Should additional space be needed, please use the Upload Supporting Documents feature. Label the document "Project Description".

This project will improve traffic circulation and pedestrian access and safety in the area of US Route 60 (Semmes Ave.), Forest Hill Ave and 34th St by providing a modernized traffic signal at Semmes Ave and Forest Hill Ave and Dundee Ave. The signal will include a mast arm design including pedestrian signal heads, ADA approved wheelchair ramps and high visibility crosswalk pavement markings. Patrick Henry Elementary School is in this immediate area.

Project Short Description

A modern traffic signal at Semmes Ave., Forest Hill Ave. and Dundee Ave. Traffic operational and pedestrian enhancements in this area that extends to 34th St.

Select primary category of eligibility even if other categories may apply.

Improvement or system that will provide safe routes for non-drivers (includes Safe Routes to School)

Does this project qualify as a "Safe Routes to School" project based on this criteria below?

- Eligible infrastructure activity
- Project is located within 2 miles of an elementary / middle school (K-8th)

Yes

Do you wish to pursue this as a SRTS project?

No

Location

Location

Districts Served

- Richmond

MPOs Served

- Richmond
Regional
Transportation
Planning
Organization

PDCs Served

- Richmond
Regional

Jurisdictions Served

- Richmond City

According to the 2010 Census, is the population of your locality less than 5,000?

No

Is this project located within a Transportation Management Area (TMA)?

Yes

Identify beginning and ending termini as referenced on the location map.

Start Location

Semmes Ave at 34th St

End Location

Forest Hill Ave at Dundee Ave

ZIP Code

23225

ZIP +4

1907

Funding

Project Funding

Total Project Cost* is to be limited to the project described in this application and based on the beginning and ending termini provided. This should not be considered the “whole” of a multi-phased project. According to the attached Detailed Cost Estimate (Project Budget), the following project costs can be demonstrated:

TA Funding (Current/Prior/Future) needed for this project - Cannot exceed 80% of Total Project Cost \$400,000

Local 20% Match Required - Based on the TA Funding above. Field Autocalculated. \$100,000

Other Project Funds (Non-TA Funds) - Include local funds, other grants and donations \$0

Total Project Cost* - Sum of above; should match the attached Detailed Cost Estimate (Project Budget) \$500,000

Federal Transportation Alternatives Funding

	This Application (FY2019-FY2020)	Prior TA Funding Received
Federal TA Funds	\$400,000	\$0
Local 20% Match	\$100,000	\$0

Do you plan to use in-kind to meet all or part of the 20% local match requirement?

No

If not using in-kind, identify the proposed funding source(s) for the required match on this project.

City Capital Improvement Program if TA FY19 federal funds are approved.

A local 20% match contribution is required – how much additional local contribution (above the required 20%) is proposed? Include this amount in Other Project Funds (Non-TA Funds).

\$0

Is there additional (above the 20% match) non-sponsor or non-local funding secured at this time - other grants, state funds, corporate donations, etc.?

No

If federal funds are expended on PE, regulations require that the project progress to a completed construction phase. In the event that additional TA funding is not secured, what funding source(s) will be utilized to complete this project?

CIP

 Concept

Project Concept

Describe the sponsors on-site evaluation to determine the project's constructability and cost. Include the date and identify those who attended the on-site evaluation.

The scope of work includes operational improvements including a modern traffic signal, new ADA ramps, signs and pavement markings. No additional right of way is needed. On site review by Travis Bridewell on September 6, 2017.

Describe any possible challenges or obstacles that could require additional design consideration, cost or design waivers.

Has the local VDOT Office had an opportunity to offer comments regarding the project scope, conceptual project plans, preliminary drawings or cost estimate? Have these comments been incorporated into this application?

No

The use of federal transportation funds requires compliance with the Americans with Disabilities Act (ADA); describe how this project will meet these design requirements. If this is a pedestrian and/or bicycle facility, include a description of the proposed surface (concrete, asphalt, etc.) and width of the completed facility including any bridges.

ADA ramps will be provided at the intersection of Semmes Avenue and Forest Hill Ave and Dundee Ave. Also at Forest Hill Ave. and 34th Street.

Describe any anticipated challenges to meeting ADA design requirements including slope / terrain, width/clearance limitations, historic features, etc.

Is the project located within a designated historic district or within a downtown business district?

No

It is expected that the sponsor will maintain the facility for its useful life. Provide details regarding maintenance and upkeep of the completed facility – identify who will be providing upkeep, what services will be provided, how long the services will be provided and where the funding for these services will come from.

The Department of Public Works will maintain the traffic signal, signs, pavement markings and ramps. These items will be on a routine maintenance schedule.

Project Features

As a pedestrian and/or bicycle facility, mark which best describes the project's primary transportation function:

Commuting to and from workplace

Does this project support or improve an existing or planned highway project?

The modern traffic signal will better manage traffic and pedestrians at the intersection at Semmes Avenue and Forest Hill Ave and Dundee Ave. The ADA ramps will enhance pedestrian safety. The new traffic circulation patterns will improve operation and safety for this immediate area. This is phase two of a two phase project in the immediate area.



Improves Transportation Network

Project Improves Transportation Network

	Response	Supporting Information
Does the project provide new access (access that does not currently exist) to transit stations, commuter lots, bus stops, etc.?	No	
Does the project provide connections to existing regional trails or pedestrian / bicycle facilities? Does the project provide a “missing link” in the existing transportation network?	No	
Does the project provide bicycle/pedestrian facilities where none previously existed?	No	
Does this project increase opportunities to meet daily needs without motorized transportation?	Yes	ADA ramps and high visibility pavement markings.
Does this project add features/devices that will improve bicycle and pedestrian safety (ex. crosswalks, bike/ped signals, lighting, physical barriers to separate facilities, etc.)?	Yes	ADA ramps and high visibility pavement markings.
Does this project incorporate traffic calming design elements such as bump outs, raised intersections, street trees or crosswalks in a contrasting color?	Yes	Forest Hill Avenue will be remarked including narrow lanes to facilitate the new traffic movements and serve as a traffic calming measure.
Is this project in the locality’s local/regional transportation plan? If yes, provide name of plan and date completed.	Yes	The City Master Plan calls for alternate transportation routes for pedestrians and wheel chair use. This project is compatible with juxtaposed land use and will have a positive impact on said properties.



Sponsor's Ability to Administer

Sponsor's Ability to Administer Federal Project

Federal regulations require that the sponsor provide a full-time employee who is responsible for all major project decisions as explained in Chapter 3.1 of the VDOT LAP Manual. This person is referred to as the sponsor's Responsible Person (RP) and may or may not be the Project Manager. Failure to provide a qualified RP may eliminate the project from consideration.

Identify the full-time staff member assigned as the "Responsible Person" for this project:

Name	Title	Years in this position
M. S. Khara	City Engineer	7

39. Describe the experience and / or training that qualifies this individual to be the responsible person for a federal-aid transportation project.

Education/Certifications	Training / Classes	Project Related Experience
20 plus years experience managing and overseeing Federal Aid projects and programs. City of Richmond designated authority to certify VDOT for federal compliance on all projects.	Attended federal and VDOT training on project management, contract management , civil rights, environmental compliance, ROW acquisition, preliminary engineering and others.	Oversees all City sidewalks and street projects.

Select from the following the best choice describing the RP's experience:

The RP has successful experience providing oversight or administering a federal-aid transportation project within the previous five years

Regarding the experience noted above, briefly describe the two (2) most recent federal-aid projects including project scope, phases included (PE, RW, CN), cost and whether or not the project finished on-time and on-budget.

1- UPC # 83930; Biotech Phase 2 - Duval Street Realignment: Design, Right of Way and construction to include free flow ramp onto I-95, roundabout at intersection of N. 8th Street and Duval Street, Utility relocation and environmental clearances (underground storage tank removal). Total cost = \$2.2 million, advertised on July 2010 and constructed by May 2012

Describe the RP's role and responsibilities while overseeing these projects.

Provide oversight in managing projects and assuring and certifying every step of the program management for federal compliance.

Has the RP completed VDOT's Core Curriculum on-line training found on VDOT's Locally Administered Projects webpage?

Yes

VDOT is required by federal regulation to ensure that the sponsor is adequately staffed to ensure the project is satisfactorily completed. Sponsors may supplement their staff with consultants, including for project management duties.

Is the Responsible Person also the Project Manager (PM)?

No

The following local staff member will be assigned as Project Manager: Jian Xu

The sponsor’s staff and their consultants must have a working knowledge of the locally administered projects (LAP) process and the federal regulations affecting federal-aid projects. Select from the following the best choice describing the proposed PM’s experience:

The PM has been lead project manager on one or more federal-aid transportation project(s) within the previous five years

Regarding the experience noted above, briefly describe the two (2) most recent federal-aid projects including project scope, cost and whether or not the project finished on-time and on-budget.

Applicable

Description

- Floyd Bike Boulevard EN13-127-872, PE101, C501, UPC 105209 This project involves all material, labor and equipment necessary to install infrastructure modifications along Floyd Avenue from N. Thompson Street to N. Laurel Street including: the installation of traffic circles, curb extensions, raised crosswalks, marked crosswalks, wheelchair ramps, signs, pavement markings and landscape along Floyd Avenue from N. Thompson Street to N. Laurel Street. \$775,000 - Completed May 31, 2016 - Franklin St Bike Lane EN14-127-924, P101, C501, UPC 106182 This project involves all material, labor and equipment necessary to install a two-way buffered bike lane on Franklin Street, from N. Belvidere Street to N. 9th Street. Improvements include pavement striping and signage along the corridor. The project will create 1.75 lane-miles of buffered bike lanes, and 0.1 lane-miles of shared bike lanes. Cost estimate: \$400,000` Advertisement: October 13, 2017

Describe the PM’s role and responsibilities managing the referenced projects including any challenges / delays encountered. How were these challenges resolved?

Applicable

Description

Provides oversight in managing projects and assuring and certifying every step of the program management for federal compliance.

Provide PM’s most recent experience managing a Transportation Enhancement / Alternatives project include brief project description, history and any challenges encountered.

Applicable

Description

Floyd Bike Boulevard EN13-127-872, PE101, C501, UPC 105209 This project involves all material, labor and equipment necessary to install infrastructure modifications along Floyd Avenue from N. Thompson Street to N. Laurel Street including: the installation of traffic circles, curb extensions, raised crosswalks, marked crosswalks, wheelchair ramps, signs, pavement markings and landscape along Floyd Avenue from N. Thompson Street to N. Laurel Street. \$775,000 - Completed May 31, 2016

Has the PM completed training utilizing FHWA’s Federal Essentials for Local Public Agencies?

Yes

Will the sponsor need to supplement its staff to complete this federal-aid project?

Yes

Select the services that will need to be outsourced:

Environmental	Prepare NEPA document
Design	Design plans, specifications and cost estimates
Construction Engineering / Management & Inspection	Project administration and inspection.
Materials Testing	Concrete, asphalt, signal, sign and pavement markings

Federal regulations require that the sponsor demonstrate “sufficient accounting controls” to administer a federal-aid project. This requirement is identified in Chapter 2.2 of the VDOT LAP Manual. Briefly describe the local financial management system – currently in place that will track / monitor project costs. Include the type of software used (if applicable) and the process by which costs are verified for reimbursement.

The City's Real Time Automated Personnel Identification System (RAPIDS) financial system is an \$18 million dollar financial database that stores and manages data for everything from payroll and benefits to accounts payable and grant projects.

▶▶ Project's Readiness to Proceed

Project's Readiness to Proceed

Design / engineering will be performed:

In-house utilizing a current on-call contract

Is this project part of a larger / multi-phased construction project?

Yes

Include a map clearly identifying the proposed phases and their status, and describe how the prior / future phases relate to this project.

Phase I will install a new traffic signal at Semmes Ave and 34th St along with pedestrian improvements in that intersection. Phase II will change the traffic patterns on Forest Hill Avenue between Semmes Avenue and 34th Street and upgrade the existing traffic signal at Semmes Avenue and Forest Hill with new mast arms, improved pedestrian access by installing ADA and pedestrian signal heads, ADA approved wheelchair ramps and high visibility crosswalk pavement markings.

These funds will not participate in the costs of master plans, feasibility and/or preliminary engineering studies. Has this work been completed using other funding source(s)?

Yes

Attach a copy of the plan / study and briefly summarize the results below.

Council Resolution No.2014-R259-2015-4 adopted January 12, 2015. A traffic study was conducted to determine the best traffic calming measures at the intersection of Semmes Avenue, Dundee Avenue and Forest Hill Avenue to determine how best to improve road conditions, traffic efficiency, and traffic safety at that intersection. VHB prepared a study. The concept plan is attached to this application.

Has design work started?

No

The ability to secure right of way (including easements) needed for a project is critical to a project's success; which of the following best describes the right of way situation for this project:

All right of way required is publicly owned (local and/or state)

This program will not participate in the cost of relocating overhead utilities for scenic beautification or betterment purposes. It will however participate in the costs required to eliminate conflicts. Are there existing utility poles located within the proposed project area that will need to be relocated in order to complete the proposed improvements and/or meet ADA width/clearance requirements?

No

Are there other conflicts / obstacles that must be addressed for the project to move forward?

If awarded, these funds will be available October 1, 2018 - the beginning of the federal fiscal year 2019. How long after this date will you be ready to begin incurring costs for reimbursement?

12 months

 Sponsor Certification

Sponsor Certification

Public Notice Attached

Yes

Date of Public Hearing

2017-09-25

Endorsement Attached

Yes

Date of Endorsement

2017-10-05

Resolution Attached

Yes

Date of Resolution from Project Sponsor

2017-09-25

Sponsor certifies the following:

We are familiar with Transportation Alternatives eligibility criteria and the Locally Administered Projects (LAP) Manual.

Yes

We will provide technical guidance and oversight to staff and/or consultants throughout project development.

Yes

Budget accurately reflects cost of proposed project based on preliminary work performed.

Yes

Project development will comply with all state and federal regulations, including ADA requirements.

Yes

We understand this project must be substantially complete and/or ready for construction within four (4) years of the initial federal funding.

Yes

We will be responsible for ensuring future maintenance and operating costs of the completed project.

Yes

By selecting agree I certify that the above statements are true and correct to the best of my knowledge.

Yes

Sponsor Name

Selena Cuffee Glenn

Date

2017-10-19

Projects Located in a TMA

Describe how the project is consistent with the MPO's current long range transportation plan (LRTP).

The Transportation Advisory Committee reviews the application for consistency with the Long Range Transportation Plan (LRTP). The LRTP includes many transportation improvements such as installing ADA wheelchair ramps, high visibility pavement markings, traffic signals and improved traffic operations

Describe how the project fits within local adopted master plans and specific goals of local and/or state government agencies and other organizations. Describe how the project originates from planning work conducted in the jurisdiction. Note if the project is included in any planning documents and how it supports the local land use plan.

A traffic study was performed that collected and analyzed traffic, crash and operational data that led to alternate concept plans to improve safety and operations. Transportation master plans include transportation elements such as installing ADA wheelchair ramps, high visibility pavement markings, traffic signals and improved traffic operations.

Describe how the project makes the region's transportation facilities safer and less intimidating for pedestrians, bicyclists, and other non-drivers.

ADA approved wheelchair ramps benefits disabled pedestrians. A new traffic signal benefits traffic operations and includes pedestrian traffic signals to benefit pedestrians.

Describe how this project enhances transportation facilities for those with special needs, pursuant to Americans with Disabilities Act (ADA) requirements.

ADA approved wheelchair ramps benefits disabled pedestrians.

Describe all public participation activities to date on the proposed project and what has been done to obtain public and community support. Please also describe any project coordination with other jurisdictions or agencies.

City Council meeting on September 25, 2017 where Resolution 2017-R063 was adopted.

If your project is in the National Capital Region, please answer the following additional questions:

As a regional policy, the TPB seeks to promote the development of Transportation Alternatives in Regional Activity Centers. Is any portion of the project located within a Regional Activity Center?

No

Center:

Is this project located within ¾ miles of a Metrorail (existing or under construction) or commuter rail station?

No

Station:

Describe how the project creates linkages for users to transit and/or employment, as well as how the project fills a gap in the existing non-automobile transportation infrastructure.

ADA approved wheelchair ramps benefits disabled pedestrians.

Detailed Cost Estimate (Project Budget)

Task by Project Development Phase	Project Costs	Project Schedule	
		Tentative Begin Date	Tentative End Date
PRELIMINARY ENGINEERING PHASE			
Engineering/Design Fees			
Environmental Document			
Surveying			
Advance Right of Way <small>(incl. title research, plan/plat prep, appraisals, etc.)</small>			
Add rows as needed...			
Administrative Costs			
PE Phase TOTAL COSTS			
RIGHT OF WAY PHASE			
Right of Way Purchase			
Attorney Fees <small>(incl. negotiation, recording deeds, etc.)</small>			
Utility Relocation			
Add rows as needed...			
RW Phase TOTAL COSTS			
CONSTRUCTION PHASE			
*Include construction line items from engineer's estimate, add rows as needed			
...			
...			
Construction Management			
Inspection Fees			
Materials Testing			
Contingency			
CN Phase TOTAL COSTS			
SUB-TOTAL COST (PE, RW & CN)			
VDOT Project Oversight Charges <small>(Recommend 3.7% of sub-total cost)</small>			
TOTAL PROJECT COST			

[Click to download a template.](#)

PROJECT BUDGET REQUIRED FOR ALL APPLICATIONS

This template is an example to be used in creating a detailed project cost estimate. Prepare a budget that is broken down by developmental phases – Preliminary Engineering, Right of Way and Construction – including specific line items that are appropriate to the project described in this application.

VDOT Project Oversight Charges include coordination, plan review, environmental charges, attendance at the pre-construction meeting, and Civil Rights reviews, as required. Five to seven percent of the total cost of PE, RW, and CN is a good rule of thumb for determining VDOT charges on a Transportation Alternatives Program project.

If this project is part of a larger, multi-phased endeavor, the project budget should only address costs for the specific project scope described in the current application and identified by the termini provided. Remember that with new TA projects, each project segment (termini) will be funded separately receiving a new project agreement and project number. EXCEPTION: If this project has received past TE/TA funds and is a continuation of the proposed TE/TA project as described in previous applications, a separate column should be added to the budget identifying the prior funds received. The current/future application funds should be kept separately, and when added to prior funds, should equal the total project cost.

Provide a general schedule – tentative begin and end dates – for each phase. These dates will assist in planning and preparation for each new developmental phase. Note that a new federal authorization is required for each phase (PE, RW, CN) and must be secured prior to moving forward.

Current Attachments

<p>Description MPO endorsement</p> <p>Attachment Type MPO Endorsement</p> <p>File Name TA S-A Endorse Res - Richmond - SRTS - Patrick Henry - Ph II.pdf</p>	<p>Description Cost estimate</p> <p>Attachment Type Detailed Cost Estimate</p> <p>File Name TA cost estimate for PH Phase II.docx</p>
	<p>Description Principal Atkinsons support</p> <p>Attachment Type Other</p> <p>File Name Letter of support from Principal Atkinson.docx</p>
<p>Description City Council Resolution</p> <p>Attachment Type Resolution of Support</p> <p>File Name Council Resolution 2017-R063.pdf</p>	<p>Description Safe and Healthy Streets Commission Resolution</p> <p>Attachment Type Resolution of Support</p> <p>File Name SHSC Healthy Streets Resolution for FY19 TA Proposals Adopted 101817.docx</p>
<p>Description Concept plan</p> <p>Attachment Type Project Sketch</p> <p>File Name Semmes and Forest Hill area concept.docx</p>	

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