

# PROJECT APPLICATION FORM FISCAL YEAR 2017

# **APPLICATION DEADLINE NOVEMBER 1, 2015**

1. Project Sponsor	Name and Title:	Kurt Hodgen, City Manager	
	Organization:	City of Harrisonburg	
	Address:	345 South Main Street	
	City, State, Zip+4:	Harrisonburg, VA 22801-262	
	Telephone/Fax:	(540) 432 - 7701 / (540) 432 -	7778
	E-mail Address:	Kurt.Hodgen@HarrisonburgVA.go	<u>v</u>
2. Project Manager	Name and Title:	Thanh Dang, Transportation & Er	vironmental Planning Mgr
	Organization: Address:	City of Harrisonburg 320 East Mosby Road	
	City, State, Zip+4:	Harrisonburg, VA 22801-262	23
	Telephone/Fax:	(540) 434-5928 / (540) 434-269	
	E-mail Address:	Thanh.Dang@harrisonburgva.gov	
			-
3. Sponsor DUNS Number	070423694	4. Project UPC Number (Existing Projects Only)	N/A
5. Project Title	Safe Routes to School – Spotswood	Elementary School	
	ption of the project and a clearly de Alternatives funds.	efined scope of the improvemen	nts to be made utilizing
This Safe Routes to School project will provide sidewalk, an enhanced crossing location, and flashing school zone lights on Reservoir Street, an urban minor arterial with a speed limit of 25 mph and a 2014 ADT of 11,000 vehicles, for students traveling to Spotswood Elementary School in Harrisonburg, VA. Approximately 500 feet of sidewalk will be constructed along the east side of Reservoir Street between Hawkins Street and Kenmore Street, a Rectangular Rapid Flash Beacon (RRFB) crosswalk with push-button actuation will be installed at the intersection of Norwood Street, and two flashing school zone lights on Reservoir Street. The sidewalk will provide access to students and residents to the east of Reservoir Street that do not currently have sidewalk available to reach the school and whose nearest controlled crossing point is 600 feet away from the proposed crossing point at Norwood Street. The new sidewalk will connect to existing sidewalk along Reservoir Street at the south end of the project and along Hawkins Street at the north end of the project.			
6. Identify beginnin	g and ending termini and provide a	a location man with the project	area clearly marked.
		and project	
Location map attached at bottom of application. <b>Start Location</b> : Reservoir Street & 100' south of Meyers Avenue <b>End Location</b> : Reservoir Street & 100' south of Carlton Street			
	or project location 22801-4321	nee <b>2.10 2000</b> 10111 Neesel voil ou ee	a roo south or earnor surec
Cui i i ci i pi ojest i ceudo.			
7. Project Location			
	within a Transportation Manageme	ent Area (TMA)?	No
If yes, please indicate which MPO area: Northern Virginia Richmond Tri Cities Roanoke			
, 55, p. 555	☐ Hampton Road:	_	<del>-</del>
If project is in a TMA		_ ,	•
If project is in a TMA, complete Attachment A — Supplemental Information for Projects in TMAs			

8. Local Jurisdiction Population (based on 20	10 census data)			
Less than 5,000	⊠ 5,000 to 200,000		☐ Greater than 200,000	
9. Primary Category of Eligibility (Select ONLY	one)			
Select <b>primary</b> category of eligibility even if other	categories may apply.			
Construction of bicycle and pedestrian facilities	has former discours (includes	Cafe Bankar to Cake	<i>n</i>	
☐ Improvement or system that will provide safe rou ☐ Conversion of abandoned railway corridors to trail	· ·	Sare Koutes to School	<u>D</u>	
Construction of scenic turnouts and overlooks				
Inventory, control, or removal of outdoor advertis	_			
<ul><li>Historic preservation and rehabilitation of historic</li><li>Vegetation management within transportation right</li></ul>	•			
☐ Archeological activities in conjunction with a high	vay construction project			
<ul><li>Environmental mitigation activity focused on storn</li><li>Environmental mitigation activity focused on wildli</li></ul>	=	ctivity		
	Te mortality of Habitat connec	Cuvicy		
10. Does this project qualify as a "Safe Routes below?	to School" project based	on the criteria	⊠ Yes □ No	
<ul><li>Eligible infrastructure activity</li><li>Project is located within 2 miles of an element</li></ul>	tary / middle school			
10a. Do you wish to pursue this as a SRTS pro Attachment B – Supplemental Informati			⊠ Yes □ No	
,,		-		
<u>Project Funding</u>				
11. Total project cost (*) is to be limited to the				
ending termini provided. This should not be attached Project Budget - Attachment C, the state of				
11a. Total Anticipated TA Funding	Cannot exceed 80%	of total project cost	\$151,984	
11b. Total Local 20% Match Required	Based on the anticipa		\$37,996	
11c. Other Project Funds (Non-TAP funds)	Include local fun	ds, other grants and donations	\$0	
11d. Total Project Cost (*)	Sum of above; should	match Attachment C	\$189,980	
12. Total Anticipated Transportation Alternatives Funding (same as Item 11a above)				
Federal Funding Local Match Required				
12a. Current TA Funds Requested	\$37,996			
12b. Prior TE/TA Funds Received This Project Only			\$0 \$0	
12c. Future TA Funds This Project Only \$0 \$0				
13. Do you plan to use in-kind to meet all or part of the 20% local match requirement? ☐ Yes ☒ No			☐ Yes	
13a. If yes, provide the estimated value of services and / or donations to be applied as in-kind match.			Value: \$ 0	
13b. If planning to use in-kind match, explain in detail the services to be provided and where possible, provide documentation identifying the donations being made and the dollar value for each.				

14. If the 20% local match is being provided in cash, identify the proposed source(s) of full	nding.	
City of Harrisonburg		
15. A local 20% match contribution is required – how much additional <u>local</u> funding (above proposed?	e the required 20%) is	
\$0		
16. Is there additional (above the 20% match) non-sponsor or non-local funding available for this project – other grants, state funds, corporate donations, etc.?	☐ Yes        No	
If yes, provide the amount of non-local funds, identify the source of this funding and documentation conflicted these funds including when they will be available.	irming the commitment of	
these furius including when they will be available.		
17. If this request is not fully funded, or if the estimated project cost increases during desi complete this project?	gn, how do you plan to	
Since this project costs less than \$200,000, it must be fully funded if selected by the CTB. If the project i put on hold.	s not selected, then it will be	
Project Concept		
18. Has the sponsor performed an on-site evaluation of the project to determine the project's constructability and cost?	⊠ Yes □ No	
If yes, provide date and attendees.		
An on-site evaluation was performed on 9/1/2015. Attendees included:		
Thanh Dang – Transportation & Environmental Planning Manager		
Brad Reed – Transportation Planner Aaron Rhoney – Engineer		
Doug Adams – Chief Construction Inspector		
Findngs from the on-site evaluation were reviewed by Tom Hartman, PE.		
19. Describe any possible challenges or obstacles that will require additional design consid waivers.	leration, cost or design	
No challenges or obstacles that would require additional design consideration, cost, or design waivers have site evaluations. None are anticipated.	ve been identified during on-	
·		
20. The use of federal transportation funds requires compliance with the <i>Americans with L</i> describe how this project will meet these design requirements.	Disabilities Act (ADA);	
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.		
The proposed sidewalk will be 5-ft wide, 4 inch deep concrete laid on top of 4-inches 21-A stone to maint		
prevent future settling. Concrete and stone will be thicker at entrances. Existing curb ramps will be upgraded to be compliant with ADA. New curb ramps will also be compliant with ADA.		
21 Describe any anticipated challenges to meeting ADA design requirements including also	no / torrain DM	
<ol> <li>Describe any anticipated challenges to meeting ADA design requirements including slope / terrain, RW limitations, historic features, etc.</li> </ol>		
No challenges or obstacles to meet ADA design requirements were identified during on-site evaluations. None are anticipated.		
22. Is the project located within a designated historic district or within a downtown business district?	☐ Yes        No	
If yes, how will the project improve the aesthetic value of the affected area? What economic impacts will	Il the proposed changes have?	

and upkeep of the completed facility — identify who will be providing upkeep, what services how long the services will be provided and where the funding for these services will con	
The City's Department of Public Works will be responsible for maintenance of the facility. Public Works generated year for basic maintenance projects, such as repair of cracks or settling. The deprtment can make burneeds.	
24. If this project is for a pedestrian and/or bicycle facility, mark which best describes the p transportation function:	roject's primary
☐ N/A Not a pedestrian / bicycle facility	
☐ Commuting to and from workplace	
Residential connections	
☐ Recreational / exercise	
Alternate transportation for daily needs (shopping, school, library)	
25. If this project involves restoring an historic transportation facility, describe the propose restored facility including details regarding the proposed staffing and operation of the fapotential funding sources for these activities.	
☑ N/A Not an historic preservation project	
26. If this project provides vegetation management, describe the transportation right-of-wa	ay and how the project
will improve roadway safety, prevent against invasive species, and/or provide erosion of	
27 If this project was idea for such a legical activities, describe the greative impacts of the	
27. If this project provides for archeological activities, describe the negative impacts of the project and how the proposed TA activities will improve or mitigate these impacts.	related transportation
☑ N/A Not an archeology project	
28. If this project provides environmental mitigation and/or pollution prevention – identify construction and/or highway run-off and describe how the proposed TA activities will in impacts. Identify any waterways (rivers, streams, etc) being directly impacted / pollute	nprove or mitigate these
☑ N/A Not an environmental mitigation project	
29. Does this project support or improve an existing or planned highway project?	⊠ Yes □ No
If yes, identify the highway project and explain how this TA project will improve or support it.	
This project will connect to and extend the sidewalk being installed for a new roundabout that is near compreservoir Street & S Carlton Street.	pletion at the intersection of

It is expected that the sponsor will maintain the facility for its useful life. Provide details regarding maintenance

23.

## **Project Improves Transportation Network**

30. Does the project provide new access (access that does not currently exist) to transit stations, commuter lots, bus stops, etc.?	⊠ Yes □ No	
If yes, provide a description of the public transportation links and explain how this TA project will improve the existing network.		
The new sidewalk and RRFB crossing will provide a safer route to 3 transit stops that are within or immediately adjacent to the project area along Reservoir St. The crosswalk will be especially helpful in providing an enhanced crossing point to the two stops located on the west wide of Reservoir Street.		
31. 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?	⊠ Yes □ No	
If yes, explain making sure to identify the specific location and connections provided and the missing li location map to demonstrate the connections and/or missing link.	nks addressed. Include a	
The new sidewalk will fill a gap between the existing sidewalk to the south on Reservoir Street and to new RRFB crosswalk will tie the limited sidewalk on the east side of Reservoir Street into the existing s connects to points much farther north and south of the project area.		
32. Does the project provide bicycle/pedestrian facilities where none previously existed?	⊠ Yes □ No	
If yes, explain why this location was chosen and include pictures of the proposed location.		
Sidewalks and a designated crossing location do not currently exist for those on the east side of this po	ortion of Reservoir Street.	
33. Does this project increase opportunities to meet daily needs without motorized transportation?	⊠ Yes □ No	
If yes, give specific destinations served including schools, libraries, shopping, healthcare, etc. and the anticipated number of persons that will benefit or use the facility.		
The communities on either side of Reservoir Street will now have a more complete route to nearby cor south along Reservoir Street, Kenmore Street, and S Carlton Street.	nmercial development to the	
34. 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 □ No	
If yes, provide a description including any accident data available.		
Sidewalks added with this project will connect to existing sidewalk to the south on Reservoir Street and to the north on Hawkins Street, providing a separated facility so that pedestrians don't have to walk in the street. The addition of a new RRFB push-button activated crosswalk will bridge the new sidewalk with the more extensive sidewalk on the west side of Reservoir Street. This crossing will give pedestrians a way to traverse a high traffic volume roadway using push-button activated flashing beacons that have been shown to produce driver yield rates of 80-90% in studies referenced by FHWA's safety website. This crossing system should be especially noticeable to approaching vehicles, as there is not currently a crosswalk installed at the Reservoir Street & Norwood Drive intersection. The school zone flashing lights will operate during Spotswood ES arrival and dismissal times and serve as a reminder to drivers to watch for children.		
35. Does this project incorporate traffic calming design elements?	☐ Yes ⊠ No	
If yes, explain what traffic calming elements are being incorporated and how they will improve pedesti	ian safety.	
36. Is this project in the locality's local/regional transportation plan?	⊠ Yes □ No	
Name the plan and explain how this project will help achieve or support the plan goals		

Harrisonburg's 2011 Comprehensive Plan update includes the improvement of Reservoir Street between Cantrell Avenue (now Martin Luther King, Jr. Way) and East Market Street to add pedestrian facilities, among other enhancements. The new sidewalk will contribute towards the achievement of this plan.

#### **Sponsor's Ability to Administer Federal Project**

37. The sponsor is required to provide an employee who is responsible for all major project decisions. This person is referred to as the sponsor's Responsible Person (RP) and may or may not be the project manager.
Identify the staff member assigned as the "Responsible Person" for this project:
Name: Thomas Hartman, PE,
Title: Assistant Director of Public Works
Years in this position: 2
38. Describe the experience and / or training that qualifies this person to be the responsible charge for a <u>federal-aid</u> transportation project.
Tom has been a licensed PE since 2011 and has been the Assistant Director of Public Works since February 2014. Prior to that he served as the Public Works Engineer since April 2012 and worked as a project manager at Valley Engineering between 2009 and 2012.
39. 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.
☐ The RP has successful experience participating as a team member, but not a RP, for a federal aid transportation project.
☐ The RP has no experience with federal aid projects, but has provided oversight for a state-aid transportation project.
☐ The RP has no experience providing oversight for a transportation project.
Regarding the experience noted above, briefly describe the two (2) most recent <u>federal-aid</u> projects including project scope, phases

**Project:** Downtown Streetscape Phase II

<u>Role:</u> Responsible Person in charge of major project-related decisions through all phases, ensuring that all local, state, and federal requirements were met.

Construction Period: June 2014 – January 2015

<u>Description of Project:</u> Reconstruction of 600 ft of sidewalk on the west side of South Main Street between Bruce Street and Court Square, including the addition of traffic and pedestrian signals at 3 intersections. The project finished on-time and on-budget.

Total Project Cost: \$1.1 Million

<u>Project:</u> Safe Routes to School, Stone Spring Elementary

<u>Role:</u> Responsible Person in charge of major project-related decisions through all phases. Also, served as Responsible Charge for the in-house engineering of the project, to ensure that all local, state, and federal requirements were met.

<u>Description of Project:</u> Constructed 1,000 ft of sidewalk along Peach Grove Avenue between Decca Drive and King Edwards Way and installed new traffic signal and pedestrian signals at school entrance. The project finished on-time and on-budget.

<u>Construction Period:</u> May – September 2015

Total Project Cost: \$228,000

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

included (PE, RW, CN), cost and whether or not the project finished on-time and on-budget.

See response to Question #39

41. Has the RP completed VDOT's Co	ore Curriculum on-line training found on VDOT's			
Locally Administered Projects webpage ( <u>www.virginiadot.org/business/local-assistance-lpt.asp</u> )?		⊠ Yes □ No		
VDOT is required by federal requi	lation to ensure that the sponsor is adequately staffed	to ensure the project is		
	ors may supplement their staff with consultants, include			
Is the Responsible Person also the Project Manager (PM)?	If not, indicate:     If not, indicate:   If n			
Yes	Thanh Dang, Transportation & Environmental	l Planning Manager;		
⊠ No	Project management will be performed by a consul	tant		
43. The sponsor's staff and their con	sultants must have a working knowledge of the locall	v administered projects		
	gulations affecting federal aid projects. Select from th			
☐ The PM has been lead project mana	ager on one or more federal aid transportation project(s) with	nin the previous five years.		
	out has been a team member on one or more federal aid proj			
☐ The PM has no experience with feder project within the previous five years.	eral-aid projects, but has successfully managed a state-aid or	locally funded transportation		
☐ The PM has no experience managin	g a transportation project in the recent past.			
☐ Unknown – the project managemen	at duties will be performed by a consultant.			
Regarding the experience noted above, brief whether or not the project finished on-time	fly describe the two (2) most recent <u>federal-aid</u> project <del>s</del> incluand on-budget.	ding project scope, cost and		
<b>Project:</b> Safe Routes to School, Stone Sp	oring Elementary			
phases (PE, RW, CN). With assistance f	ngineers, city inspectors, and property owners (city scl from city inspectors and a project coordinator on staff, itted to VDOT as required. Engineering was completed	ensured that contractor		
<u>Description of Project:</u> Constructed 1,000 ft of sidewalk along Peach Grove Avenue between Decca Drive and King Edwards Way and installed new traffic signal and pedestrian signals at school entrance. The project finished on-time and on-budget.				
<u>Construction Period:</u> May – September 2015				
<u>Total Project Cost:</u> The \$228,000. This project was completed on-time and on-budget.				
<u>Project:</u> East Market Street Sidewalks Phase IV				
inspectors, and communicated with and from city inspectors and a program supp	y, and construction phases. Coordinated between and or provided notice to property owners during all project poort specialist on staff, Thanh ensured that contracted ingineering and right of way for this project was comple	phases. With assistance invoices and documentation		
<u>Description of Project:</u> The project included new sidewalks, pedestrian signals, retaining walls, etc. on East Market Street between University Boulevard to Evelyn Byrd Avenue. Project length approx. 1,800 ft.				
<u>Construction Period:</u> March - September 2014				
Total Project Cost: The total project cos	t was \$383,871. This project was completed on-time a	nd on-budget.		

44. Describe the PM's role and responsibilities m			any challenges / delays
encountered. How were these challenges res	sorveu		
See #43 above.			
See # 15 above.			
45. Provide PM's most recent experience managi brief project description, history and any cha			atives project include
□ N/A			
Although Thanh Dang was not the project manager for Transportation Enhancement funded projects previously awarded to the City of Harrisonburg (Streetscape Phase II, UPC 103587 and Port Republic Road Phase III shared use path, UPC 77741), she had provided support and assistance to the responsible charge/ project manager for those projects, during design, environmental review, and during construction. Additionally, Thanh has managed three Safe Routes to School projects; one is described above in #43.			
46. Has the PM completed training utilizing FHW Agencies ( <u>www.fhwa.dot.gov/federal-aides</u>			⊠ Yes □ No
47 Will the sponsor need to supplement their sta	ff to co	emplete their federal aid project?	☐ Yes   ☑ No
If yes, select the services which will need to be outsource	d:		
Type of Services	✓	Comments, if no	ecessary
Project Management			
Environmental			
Design			
Right of Way			
Construction Engineering / Management & Inspection			
Materials Testing			
Other, please specify			
48. The sponsor must be able to 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 financial management system – including software and how costs are verified – currently in place that will track / monitor project costs for reimbursement.			
The City of Harrisonburg is able to identify, track, and maintain records for all expenses for which reimbursements are requested and is prepared for audits of all financial records. The City's Public Works Department uses Primavera (software) to track project work and documentation, and coordinates closely with the City's Finance Department on paying contractor invoices and requesting reimbursements from VDOT.			
Project's Readiness to Proceed			
49. Design / engineering will be performed:			

☐ In-house by local staff		
☐ In-house utilizing a current on-call contract		
Utilizing an outside consultant firm yet to be procured		
Utilizing an outside consultant firm already procured for use on this project		
50. Is this project part of a larger / multi-phased project?	☐ Yes	
If yes, provide the current status of the other phases and describe how they relate to this project – include	ding a map may be helpful.	
51. Has a master plan, feasibility and/or preliminary engineering studies been completed?	⊠ Yes □ No	
If yes, attach a copy of the plan / study and briefly summarize the results below.		
Feasibility of this project has been evaluated by city staff as described in #18.		
52. Has design work started?	☐ Yes ⊠ No	
Design has been started, and $\square$ 30% plans / $\square$ 50% plans / $\square$ 100% plans have been completed.		
52a. Have these plans been reviewed by appropriate state / local official?	☐ Yes         No	
53. 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)		
Right of way is privately owned but right of public use has been secured by deed (donated or purchased)		
Right of way is secured with the exception of some temporary / construction easements		
Right of way has not yet been secured for this project (includes when RW acquisition has started but not been completed)		
It is unknown what right of way and/or easements will be needed		
54. This program will not participate in the cost of relocating overhead utilities for scenic beautification 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?   □ Yes □		
If yes, include pictures of poles within the specified project area explaining how they will impact the project and explain how the conflicts will be resolved.		
54a. Has the right of way needed for relocation of the poles been secured?	☐ Yes ☐ No ☒ N/A	
55. If overhead utilities are in conflict, has the local utility company(s) been consulted regarding removal and /or relocation of its facilities?	☐ Yes ☐ No ☒ N/A	
If yes, please identify the utility carrier(s) and specify whether or not these costs are included in the atta	ched budget.	
N/A		
56. Are there other conflicts / obstacles that must be addressed for the project to move for	rward?	

	☐ Underground utilities (gas, water, sewer) ☐ Guardrail, mailboxes, signs or other roadway structures	Orainage Impact to historic properties/district Other	
57.	Attachment A — Supplemental Information for TMA projects Required if project is located in an MPO within a TMA.		Attached:
58.	Attachment B – Supplemental Information for Safe Routes to So Required if answered "Yes" to Question 10a.	chool (SRTS) Projects	Attached: ⊠
59.	Attachment C – Project Budget  Required for ALL projects.		Attached: ⊠
60.	Attachment D – Existing Project Status Required for EXISTING projects only.		Attached:
60.	Attachment E – VDOT Administration Request  Required if population less than 5,000 and requesting	VDOT assistance.	Attached:

Sponsor Certification			
Public Hearing / Information Meeting Held	Date: 10/27/2015	Public Notice Attached: 🛛	
MPO Endorsement (if applicable)	Date: 10/15/2015	Endorsement Attached: 🛚	
Resolution from Project Sponsor	Date: 10/27/2015	Resolution Attached: 🛛	
Sponsor certifies the following: (Read and chec	ck each statement below)		
	s eligibility criteria and the Locally Admini	stered Projects (LAP) Manual.	
oxtimes We will provide technical guidance and oversigl	ht to staff and/or consultants throughout	project development.	
□ Budget accurately reflects cost of proposed project based on preliminary work performed.			
oxtimes Project development will comply with all state a	and federal regulations, including ADA rec	quirements.	
oxtimes We understand this project must be substantial	lly complete and/or ready for construction	n within four (4) years of the initial	
federal funding.			
oxtimes We will be responsible for ensuring future main	ntenance and operating costs of the comp	leted project.	
Sponsor Signature (Authorized Official)	Date		

Submit one (1) electronic copy\* and four (4) hard copies of the completed application with all required attachments to:

Ms. Julie Brown, Director of Local Assistance Division Virginia Department of Transportation 1401 E. Broad Street Richmond, VA 23219

All applications must be received and / or post-marked no later than November 1, 2015. If applications are being hand-delivered, they must be received no later than 5:00pm Friday, October 30, 2015.

\* The electronic copy should be sent to <a href="EnhancementProgram@VDOT.Virginia.gov">EnhancementProgram@VDOT.Virginia.gov</a> and include the completed application, Attachments A-E as required, and all other supporting documents. This may include required resolutions, public meeting notice, confirmation of grant funding, property deeds and/or appraisals, pictures and maps. If the application submission is too large to send via e-mail, please mail a CD or DVD with all required materials to the above address. This can be included in the package containing the hard-copies of your application.

#### **Attachments**

Attachment A – Supplemental Information for TMA projects (not applicable)

Attachment B – Supplemental Information for Safe Routes to School (SRTS) Projects

Attachment C – Project Budget

Attachment D – Existing Project Status (not applicable)

Attachment E – VDOT Administration Request (not applicable)

Attachment F – Project Area Map

Attachment G - Photos of Project Area

Attachment H – Public Meeting Notice

Attachment I – Resolution from Project Sponsor

Attachment J – MPO Endorsement

Attachment K – Letter of Support from School Division

# Attachment A

**Supplemental Information for TMA projects (not applicable)** 

# Attachment B

Supplemental Information for Safe Routes to School (SRTS) Projects



## **FISCAL YEAR 2017** ATTACHMENT B



TRANSPORTATION ALTERNAT	IVES PROGRAM Safe Routes to School	Projects
Project Sponsor Organization	City of Harrisonburg	
	rom the school principal or division their support of the project as well as their desire	Attached: ⊠

Provide the name of the school(s) and school division this project serves, indicating whether the school is designated Title-1.

Spotswood Elementary School, Title 1 school

to encourage their students to walk and bike to school.

#### **Current Travel Modes**

(Estimate for all students and use aggregate totals for 2 or more participating schools)

Travel Mode	Walk	Bike	School Bus	Family Vehicle	Carpool	Public Transit	Other	Total
# of Students	21	0	312	77	13	0	0	423

Source: Safe **Routes to School Student Travel Tallies** 

Month/year: 9/2014

#### **Current Travel Distance**

(Estimate for all students and use aggregate totals for 2 or more participating schools)

Distance lived from school	Less than ½ mile	½ to 1 mile	1 to 2 miles	Over 2 miles	Total
# of Students	290	148	0	0	438

Source: **Harrisonburg City Public School Transportation** 

**Supervisor** Month/year: 1/2015

5. Was a SRTS Parent Survey conducted by the school to determine whether they identified the project as a need?	□ No
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If yes, summarize the results of the survey, particularly how they relate to the project, and indicate the year the survey was completed.

Survey results for Spotswood Elementary School reveal that students who walk or bike to school live within ½ mile from the school, travel time is under ten minutes and the children participating have asked their parents for permission to walk/bike to school in the last year. Respondents are in either third or fourth grade. All of the following issues affect parents' decision to allow or not to allow their children to walk or bike to/from school: Amount of traffic along route, adults to walk or bike with, sidewalks or pathways and safety of intersections and crossings. For each issue parents responded that they would allow their child to walk/bike to /from school if these issues were changed or improved. Repondents answered that Spotswood Elementary either encourages walking andbiking to/from school or is neutral on the matter. Each respondent replied that walking/biking to school was "Fun" or "Very Fun" and that walking/biking to/from school is "Healthy" or "Very Healthy" for their children. All parent respondents are college graduates.

# 6. Describe the barriers that currently prevent kids from walking/biking safely to school and how this project would mitigate or remove those barriers. In particular, how will this project improve the safety of the route to school and encourage more children to walk or bike?

Heavy traffic on Reservoir Street moves at a dangerous speed decreasing any possibility of safe pedestrian crossing, especially for children. In addition, there is currently no safe way to cross Reservoir on foot between Hawkins and South Carlton Streets, preventing families from feeling safe while crossing this street. An estimated 126 children, or 29% of the student body, will have safe access to school by way of the proposed improvements. The Rectangular Rapid Flash Beacon (RRFB) crosswalk will increase driver awareness to pedestrians and therefore stop or slow traffic on this road and allow for safe crossing. The proposed side walks will enable students from the surrounding areas to safely access the RRFB crosswalk and therefore increase the number of students who will walk or bike to school. The curb improvements will allow a safe place to stand before crossing the street at the RRFB, further increasing the safety for students walking to or from school. Students and their parents will feel confident that walking is a safe way to get to school with these improvements in place.

# 7. Describe any efforts that the school or community is currently involved in to encourage kids to walk or bike to school.

This would include any efforts that fit into the four "E's" of SRTS – education, encouragement, enforcement and evaluation, as well as any policies the school has that promote or discourage walking or biking to school.

Harrisonburg's Safe Routes to School Coordinator, funded by Virginia Department of Transportation, is dedicated to promoting the 5 E's at Spotswood Elementary School. Currently the SRTS program is building at SES with walking before school activities each week ("Walking Fridays"). With the full support from Spotswood Elementary School administration, a walking school bus program will commence during Walk to School Week 2015. When the infrastructure is available a Hawkins/Norwood area walking school bus will be initiated with the assistance of school staff once per week.

Harrisonburg City Public Schools as well as Spotswood Elementary School itself has included a statement in the "Wellness Policy" stating, "We are partnering with Harrisonburg Safe Routes to School Program and Central Shenandoah Valley Safe Kids Coalition to encourage students (with parents and caregivers) to walk and bike to school whenever possible." Sentara RMH Medical Center is a supporter of the program as well by offering technical support and event coordination efforts to Spotswood Elementary School through a grant from Virginia Foundation for Healthy Youth.

The Harrisonburg Police Department provides one crossing guard to the school as well as a School Resource Officer to assist with traffic flow on Walking Friday and Walk to School Day events.

# Attachment C

**Project Budget** 



## FISCAL YEAR 2017 ATTACHMENT C

Project Budget Template

# PROJECT BUDGET REQUIRED FOR ALL APPLICATIONS INCLUDE IN APPLICATION PACKAGE

Preliminary En	eliminary Engineer's Estimate- Spotswood Elementary SRTS up				
PRELIMINARY ENGINEERING					
Item No.	Description	Unit	Est Qty	Unit Price	Amount
1	VDOT Project Cost (5% CN Cost)	Lump Sum	,		\$8,066.91
2	Design/Engineering/Surveying (by City)	Lump Sum			\$14,500.00
3	Environmental Document (DHR Fees & by City)	Lump Sum			\$1,075.00
<u> </u>	TOTAL	Lump Gum			\$23,641.91
RIGHT OF WAY					
Item No.	Description	Unit	Est Qty	Unit Price	Amount
4	Right of Way Acquisition	<u> </u>		9	\$5,000.00
5	Utility Relocation				\$0.00
-	TOTAL				\$5,000.00
CONSTRUCTION					
Improvement					
Item No.	Description	Unit	Est Qty	Unit Price	Amount
6	Mobilization	Lump Sum			\$15,000.00
7	Demolition	Lump Sum			\$6,700.00
8	Clearing, Grubbing & Tree Removal	Lump Sum			\$1,500.00
9	Earthwork	Lump Sum			\$5,000.00
10	Traffic control-Maintenance	Lump Sum			\$4,500.00
11	Segmental Retaining Wall	SF	300	\$32	\$9,600.00
12	CG-9D Entrance (Commercial Lots) 30' width	SY	136	\$73	\$9,928.00
13	CG-9D Entrance (Residential Lot) 25' width	SY	25	\$73	\$1,825.00
14	CG-6 Curb & gutter	LF	700	\$30	\$21,000.00
15	CG-12 Detectable Warning Surface	SY	16	\$375	\$6,000.00
16	4" Sidewalk including stone base	SY	210	\$45	\$9,450.00
17	CG-12B ramp 7" Sidewalk including stone base	SY	98	\$60	\$5,880.00
18	Concrete Driveway for Residential Property	SY	135	\$70	\$9,450.00
19	Topsoil, Type B	AC	0.16	\$16,000	\$2,560.00
20	Permanent Seeding including fertilizer & mulch	AC	0.16	\$5,238	\$838.08
21	Sawcut Existing Pavement	LF	700	\$3	\$2,240.00
22	Crosswalk Street Marking	LF	800	\$7	\$5,200.00
23	Rapid Flash Beacon	Lump Sum	1	\$15,000	\$15,000.00

	TOTAL PROJECT COST (PE, RW, CN)				\$189,980.10
					<b>,</b> , , , , , , , , , , , , , , , , , ,
	TOTAL				\$161,338.19
	CONTINGENCY- 10%				\$14,667.11
	CEI - 10%				\$14,667.11
	SUBTOTAL				\$146,671.08
24	School Zone Flashing Signs	Lump Sum	2	\$7,500	\$15,000.00

# Attachment D

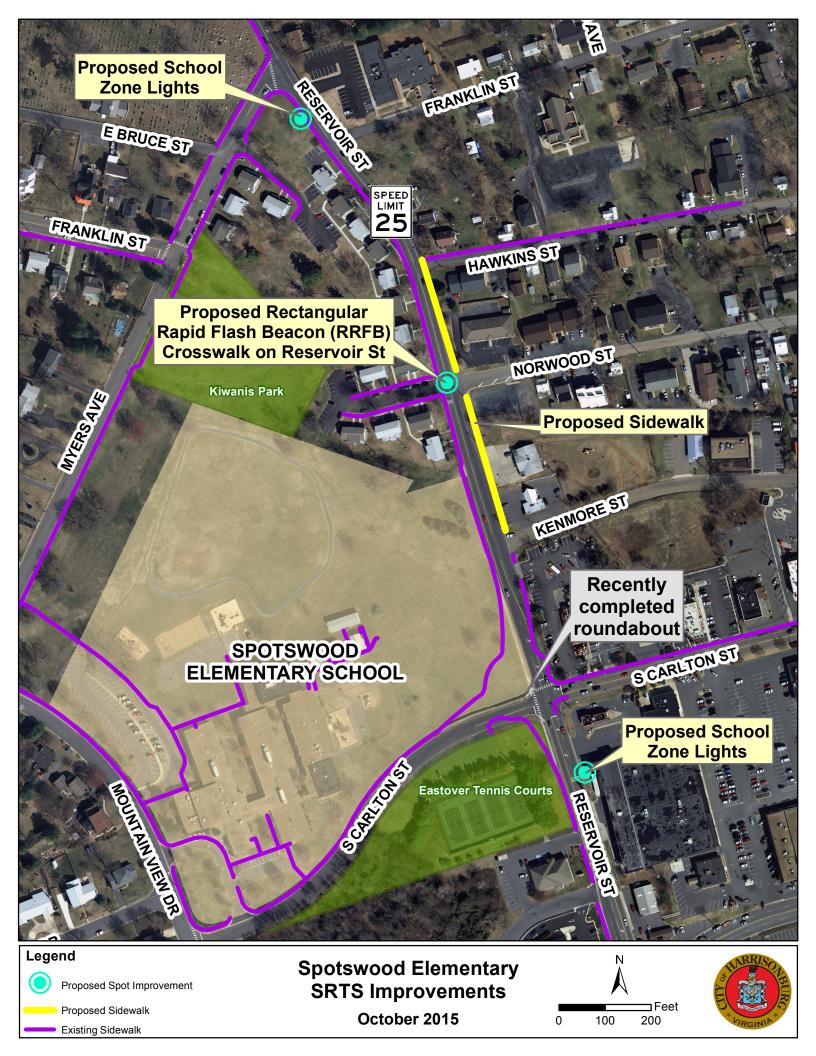
**Existing Project Status (not applicable)** 

# Attachment E

**VDOT Administration Request (not applicable)** 

## Attachment F

**Project Area Map** 



# Attachment G

# **Photos of Project Area**



Figure 1. East side of Reservoir Street at Kenmore Street looking north. Future sidewalk will connect Carlton Street roundabout and sidewalks to future crossing at Norwood Street.



Figure 2. East side of Reservoir Street looking towards Norwood Street. Future sidewalk.



Figure 3. East side of Reservoir Street looking towards Norwood Street. Future sidewalk along Reservoir Street, and future crossing improvements at Norwood Street. Residential homes to the east and school is on the west. Students are currently crossing at this location.



Figure 4. From Norwood Street looking west at Reservoir Street. Proposed location for enhanced crosswalks with rectangular rapid flash beacons.



Figure 5. East side of Reservoir Street looking southbound towards Norwood Street. Future sidewalk to connect Hawkins Street residential street to future crossing improvements at Norwood Street.

## **Attachment H**

# **Public Meeting Notice**

# Hope Begins To Fade In Finding **Guatemalan Mudslide Survivors**

**Authorities Say About** 300 May Still Be Missing

SANTA CATARINA PINULA, uatemala (AP) — Hope faded Sunday Gustemsla (AP) — Hope faded Sunday for finding any survivors of a mulaitof that killed at least 131 people as the smell of rotting bodies spread across the enormous mound of earth and res-cuers reported the buried dwellings they reached were filled with water, suggesting anyone trapped inside would have drowned. Rescue workers on Sunday pulled

Results workers on Stunday pulled more corpuse from the mound created when a hillside collapsed and covered about 4 acress with mud and dirt as deep as 10 yards.

Julio Sanchez, spokesman for Guatemala's volunteer friefighters, and 131 bothes had been pulled from the mud.

At an improvised morgue, 82 bodies have been identified and handed over trelatives, and municipal medical extensive the state of the control of the cont

City workers rapidly prepared burial inches and buildeners to speed and buildeners and builde



At an improvised morgus, 82 bodies have been identified and handed over to relatives, and municipal medical examiner Dr. Carios Augusto Rodas Genzalez. However, other bodies, so distributed at least 26 children and teen length of the dead who who seem identified included at least 26 children and teen lengths. Rescuers decided to keep individual emergency workers, relatives and of dirt. Instead of the relatives been identified included at least 26 children and teensages.

Rescuers decided to keep individual emergency workers, relatives and of dirt. Instead of dirt. Instead of dirt. Instead of dirt. Instead of first finited of the relatives been alive have diversed to the services. Coordinator Sergio Cabanas, extended family were been alive have drowned," said workers of the dead, while work of the dirt. Instead of the dirt. Instead of the dirt. Instead of the relative been alive have drowned," said the services coordinator Sergio Cabanas, extended family were been diversed to the sead of the services of the dead, with document of services coordinator Sergio Cabanas, extended family were been diversed to the sead of the services of the sead of

BUSINESS -BRIEFS

City Kiwanis To Discuss Upcoming Year Cay Anwents 10 Discuss Opcoming Tear
HARRISONBURG — The Kiwanis Club of Harrisonburg will meet Tuesday at Traditions Restaurant, 825 Mount Clinton Pike, Harrisonburg.
A luncheon buffet will open at 11:30 a.m., with
the meeting's program starting at noon.
This week's speaker will be incoming club President, Jim Gileriat, who will outline his vision for fiscal year 2015-16.

dent Jim Gilchrist, who will outline his vision for fis-cal year 2015-16.

For more information about Tuesday's meeting or the club, contact Gilchrist at 433-4925 or bjag@veri-

Bridgewater Rotary To Clean Highway

BRIDGEWATER — The Bridgewater Rotary Club meets Tuesday at 5:30 p.m. at the Mount Crawford Exxon-Burger King for its semiannual highway trash cleanup. A meal will follow at Bob-a-Rea's restaurant in

water at 6:15 p.m

For more information, email Charlette Mc-Quilken at emequilken@rockingham.kt2.va.us or Dan Plecker at dandplecker@gmail.com.

#### Becky Daubert To Address B-T Rotary

BROADWAY — The Broadway-Timberville Rotary Club will meet at 7 a.m. Tuesday at Town and Coun-try Restaurant on West Lee Street in Broadway. This week's speaker is Becky Daubert.

#### City Rotary To Present Economic Awards

HARRISONBURG — The Rotary Club of Harrison burg will meet at 11:45 a.m. today at the Holiday Inn on East Market Street.

Inn on East Market Street.

This week, the club will present its annual Economic Education Awards program, hosted by the Center for Economic Education at James Madison University.

For more information about the club, go to

#### Merkel Calls On VW To Clear Up Scandal

BERLIN (A)P — German Chancellor Angela Merkel has called Volkswagen's emission-rigging scandal a "far-reaching event" and demanded the world's largest automaker quickly investigate it. Merkel told German public radio Deutschlandfunk on Sunday she hopes "that VW quickly establishes the needled transparency and clear things up. The catent of the fallout from the scandal, which crusted Sent. Is when the U.S. Environmental Prevented Sent. Is when the U.S. Environmental Pre-

The extent of the fallout from the scandal, which erupted Sept. 18 when the U.S. Environmental Protection Agency said VW had cheated on tests of its diesel cars, remains unclear, as do the costs to Volk-wagen. Longtime CEO Martin Winterkorn quit last month, but said he was aware of no wrongdoing

on his part.
Volkswagen AG has admitted using a piece of engine software to cheat on diesel car emissions tests.
The company says that up to 11 million vehicles
worldwide were fitted with the engine in question.

# Tip Of The Iceberg: No **End In Sight To Migrants**

ZAGREB, Croatis (AP)— One month after the body of 3-year-old Aylan Kurdi fled Syria after more than four years of washed up on a Turkish beach— and a civil war, and 8 million have been dissecure its borders— the migrant crisis secure its borders— the migrant crisis Syrians. It's Iraqis and Iranians, Afghans has largely fallen off the front pages and reporters are going home.

But the home tide.

and Eritreans.

The EU acknowledged the scale of the most pages and reporters are going home.

But the human tide keeps rolling northward and westward, and aid agentes are preparing for it to continue through the winter, when temperatures through the winter, when temperatures worse.

One thing is clear, the movement not going to die down, "asid Babar Baloch, the U.N. refugee agency's representative in the Balkans. What we are seeing right now ... it's just the tip of the iceberg."

While over a half-million people have crossed the Mediterranean to Europe this year, more than double the figure for all of 2014, that is only a fraction of the people

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Games Start 6:00 pm

Comes Sart 6:00 pm (2) 8:00 Jackpots Early Birds 50/50 Regair Corner pay 870 (6) iss shin 75 pe only if 75 or more pay 8100 \*All Games Rayed on Paper\* And Company and moleting recom Bred stable Sartig Programs Published Sartig Programs Published Food A validable Proof A validable

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The City of Harrisonburg, Virginia Public Service Amouncement

NOTICE OF PUBLIC HEARING

mon accuration to be instanced at the intersection of Notwood of persons interested will have an opportunity to express their is public hearing. Any individuals requiring auxiliary aids, it gners, in connection with the public hearing shall notify anager at least five (5) days prior to the date of the meeting.

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# Attachment I

# **Resolution from Project Sponsor**

#### RESOLUTION OF SUPPORT

# Application for Virginia Department of Transportation Transportation Alternatives Program Grant for Safe Routes to School – Spotswood Elementary School Project

**WHEREAS,** in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a request by resolution be received from the sponsoring jurisdiction in order that the Virginia Department of Transportation establish a project under Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21)'s Transportation Alternatives Program (TAP) in the City of Harrisonburg; and

**WHEREAS**, The City of Harrisonburg recognizes the health and safety of our children is a concern to the citizens of Harrisonburg;

**WHEREAS**; being able to walk to school along safe routes to schools offers an opportunity to build healthful physical activity into daily routine and arrive at school ready to learn;

**WHEREAS**; safe routes to schools can contribute to a positive connection between schools and neighborhoods by creating beneficial interaction between children and adults;

**WHEREAS**, the Spotswood Elementary School project will include sidewalk to be constructed on the east side of Reservoir Street between Hawkins Street and Kenmore Street, and a Rectangular Rapid Flash Beacon (RRFB) crosswalk with push-button actuation to be installed at the intersection of Norwood Street;

**NOW, THEREFORE BE IT RESOLVED,** that the City of Harrisonburg requests the Commonwealth Transportation Board to establish a project for the improvement of the Safe Routes to School – Spotswood Elementary School Project;

**BE IT FURTHER RESOLVED,** that the City of Harrisonburg hereby agrees to provide a minimum 20 percent of the total cost for planning and design, right of way, and construction of this project;

**BE IT FURTHER RESOLVED,** that the City of Harrisonburg hereby agrees to enter into an agreement with the Virginia Department of Transportation to provide oversight that ensures the project is developed in accordance with all state and federal requirements for design, right of way acquisition, and construction of a federally funded transportation project;

**BE IT FURTHER RESOLVED,** that the City of Harrisonburg will be responsible for maintenance, upkeep and operating costs of any facility constructed with Enhancement Program funds.

**BE IT FURTHER RESOLVED,** that if the City of Harrisonburg subsequently elects to cancel this project the City of Harrisonburg hereby agrees to reimburse the Virginia Department of Transportation for the total amount of costs expended by the Department through the date the Department is notified of such cancellation. The City of Harrisonburg also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration.

Adopted this, the 27 day of October 2015.

Mayor Chris Jones	_
Attest:	
	_
Erica Kann, City Clerk	

## Attachment J

## **MPO Endorsement**



# A Resolution of the Harrisonburg Rockingham Metropolitan Planning Organization

in Support of the Safe Routes to School - Spotswood Elementary School Project

WHEREAS, the Harrisonburg-Rockingham Metropolitan Planning Organization (HRMPO) has the responsibility under the provisions of the Moving Ahead for Progress in the 21st Century Act (MAP-21) for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

WHEREAS, MAP-21's Transportation Alternatives Program (TAP), provides funding for programs and projects defined as transportation alternatives, including pedestrian and bicycle facilities, infrastructure projects for improving access to public transportation and enhanced mobility, and safe routes to school projects; and

**WHEREAS**, the City of Harrisonburg intends to submit the a grant application for the Safe Routes to School – Spotswood Elementary School Project' located within the HRMPO Planning Area, for consideration for funding under TAP; and

WHEREAS, the health and safety of our children is of highest concern to the citizens of the HRMPO region and being able to walk or bike to school along safe routes to schools offers an opportunity to build healthful physical activity into daily routine and arrive at school ready to learn

**WHEREAS**, the TAP program requires a Resolution of Support from the MPO for any projects located within the MPO's Planning Area

WHEREAS, the HRMPO Policy Board understands this project to include the construction of new sidewalks on the east side of Reservoir Street between Kenmore Street to Hawkins Street, and installation of rectangular rapid flash beacons (RRFBs) and crosswalks at the intersection of Reservoir Street and Norwood Street to make it safer for students to cross to and from the neighborhood to the school; and



# THEREFORE, BE IT RESOLVED BY THE HARRISONBURG - ROCKINGHAM MPO

**POLICY BOARD** that it does hereby support, on this the 15<sup>th</sup> day of October 2015, the Safe Routes to School – Spotswood Elementary School Project as described for funding under TAP.

ATTEST:

Mr. Rick Chandler

Chairman

Harrisonburg-Rockingham MPO

Policy Board

Ms. Bonnie Riedesel Secretary-Treasurer

Harrisonburg-Rockingham MPO

Bunnie Riedesel

# Attachment K

**Letter of Support from School Division** 

# SPOTSWOOD ELEMENTARY SCHOOL

Joy S. Blosser
Principal



Sal Romero
Assistant Principal

October 7, 2015

To Whom it May Concern;

It is with great pleasure that I give my support for the Transportation Alternatives Program funding opportunity for Spotswood Elementary School.

Walking or biking to school helps our students get a head start on being active for 60 minutes each day. By getting our students moving, we can help ensure they will live full and healthy lives and therefore increase their capacity to learn. That is why we are encouraged by the possibility of this new side walk and Rectangular Rapid Flash Beacon cross walk that will provide the needed connection for the students that live the closest to our school.

Thank you for the consideration for funding for Spotswood Elementary School.

Sincerely,

Joy Blosser

Pincipal, Spotswood Elementary School 400 Mountain View Dr, Harrisonburg, VA 22801

(540) 434-3429