



TA Set-Aside Application

## 9th Street Multimodal Improvements

Project Status: Screened In

Organization: Roanoke City  
Project ID: 5780

 General

### Project Sponsor

**Organization**

City of Roanoke

**Point of Contact**

Mark Jamison

**Title**

Transportation Division Manager

**Address**

1802 Courtland Rd

**Address 2**

**City**

Roanoke

**State**

Virginia

**ZIP Code**

24012

**ZIP+4**

4708

**Email**

mark.jamison@roanokeva.gov

**Phone**

(540) 853-5471

**Fax**

### Project Manager

**Name**

James Nuckles

**Title**

Civil Engineer I

**Address**

215 W. Church Ave

**Address 2**

<b>City</b>	<b>State</b>	<b>ZIP Code</b>	<b>ZIP+4</b>
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james.nuckles@roanokeva.gov	(540) 853-2731		

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## Project Information

### Sponsor DUNS Number

006704316

### Is this an existing project?

### Project Title

9th Street Multimodal Improvements

**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".**

The 9th Street Multimodal Improvements Project will incorporate engineering and striping improvements to the 9th Street SE corridor between Jamison Avenue and Montrose Avenue. This project will leverage funding from two existing City-funded projects. 1.) The City's Paving Program, with the resurfacing of this corridor the City has the opportunity to incorporate a road diet allowing for the installation of bicycle lanes to this popular southeast area. The bike lanes will extend along 9th Street SE from Jamison Avenue to its terminus at Riverland Road, where a connection to the Roanoke River Greenway already exists. 2.) The VDOT Pedestrian Safety Assistant Program (PSAP) will fund pedestrian signal improvements to the intersection of Bullitt and 9th Street. These improvements include ADA ramp updates and Pedestrian Signal head with push buttons for all intersection approaches. The Transportation Alternatives funds will be used to incorporate pedestrian and transit engineering improvements at the following locations along the 9th Street SE corridor: 1. Pedestrian Signal and ADA improvements at 9th Street and Jamison Ave. 2. Installation of two Valley Metro Transit shelters along 9th Street between Elm Avenue and Highland Avenue. 4. Pedestrian crossing with refuge Island at the intersection of 9th Street with Elm Avenue to improve pedestrian access to transit shelters. 5. Curb realignment at the northeast corner of 9th Street and Highland Avenue to reduce pedestrian crossing and improve access to transit. 6. Installation of one Valley Metro Transit shelter at the southwest corner of 9th Street and Montrose Avenue, including curb realignment to improve the pedestrian crossing. This intersection is comprised within the J.P Fishwick middle school zone and has identified as a candidate for installing Rectangular Rapid Flashing Beacons with a current HSIP grant.

### Project Short Description

This project will provide pedestrian improvements to the 9th St SE corridor between Jamison Ave. and Highland Ave. TA funds will be used for a pedestrian signal, ADA improvements, a crossing with refuge island, and curb extension and realignment.

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

Construction of bicycle and pedestrian facilities

**Does this project qualify as a “Safe Routes to School” project based on this criteria?**

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

 Location

**Location**

**Districts Served**

**MPOs Served**

**PDCs Served**

**Jurisdictions Served**

- Roanoke Valley Transportation Planning Organization

- Roanoke Valley-Alleghany Regional Commission

- Roanoke City

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

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

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

**Start Location**

9th Street & Jamison Avenue

**End Location**

9th Street & Montrose Avenue

**ZIP Code**

24013

**ZIP +4**

1810

 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** \$500,000

**Local 20% Match Required - Based on the TA Funding above. Field Autocalculated.** \$125,000

**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)** \$625,000

**Federal Transportation Alternatives Funding**

	<b>This Application (FY2019-FY2020)</b>	<b>Prior TA Funding Received</b>
<b>Federal TA Funds</b>	\$500,000	\$0
<b>Local 20% Match</b>	\$125,000	\$0

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

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

We are unable to edit the response above on plans to use third-party donations. We do not plan to use third-party donations. The required matching funding for this project will come from the city's annual paving program. We do expect the local transit operator, Valley Metro, to donate bus shelters but these shelters are not being used to provide the required 20% match.

**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.?**

**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?**

Local funds.

 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.**

An on-site inspection was conducted on September 23, 2019. Attendees included Mark Jamison and Ian Coffey from the Traffic Engineering Division for the City of Roanoke. Our team inspected the proposed curb extensions, pedestrian island, ADA curb ramps, and pedestrian signal accommodations associated with this project. The purpose of this on-site inspection was to ensure viable constructability of the project with an eye towards uninterrupted stormwater flow, maintenance of vehicle and pedestrian sight lines, bus shelter locations, and anticipated pedestrian movement. In addition, the team inspected the curb ramp locations to determine constructability based on current ADA regulations.

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

Right of way constraints at the northeast and northwest corners of the Jamison and 9th St intersection may cause constructability issues for the ADA compliant ramps.

**Has the local VDOT Office had an opportunity to offer comments regarding the project scope, conceptual project plans, preliminary drawings or cost estimate?**

**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.**

The 9th Street Multimodal Improvements Project provides this corridor with compliant ADA curb ramps where none or substandard applications exist. Signalized pedestrian accommodations will be added to the 9th St and Jamison Ave intersection. In addition, a marked crosswalk and refuge island located at 9th St and Elm Ave will provide a crossing location where currently none exist. Curb ramp structures will comply with current VDOT and PROWAG standards for slope and dimensions. Pedestrian actuated signals will have audible and tactile characteristics furthering mobility for those with disabilities. Crosswalk surfaces will conform to travel way pavement types and standards. Crosswalk markings will be high visibility thermoplastic.

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

Minor slope and turn area constraints exist for the ramps located at the Jamison and 9th St intersection.

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

**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 City of Roanoke Transportation Division will provide the necessary maintenance to the completed facility through the use of allotted streets and ROW budget. Maintenance will occur on an as needed basis via routine inspections by Transportation Division staff.

## 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?**

No



## 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.?	
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?	A connection to the Roanoke River Greenway to southeast Roanoke is established via the proposed bike lanes along the 9th St corridor. Currently, bike lanes exist 1/2 mile from the proposed project. The scope of this project will ensure that the connection is completed.
Does the project provide bicycle/pedestrian facilities where none previously existed?	This project provides a pedestrian crossing with a refuge island, other crosswalks, curb ramps and bike lanes that previously did not exist.
Does this project increase opportunities to meet daily needs without motorized transportation?	The improvements outlined in the 9th St Multimodal Project increase the opportunity for greater mobility for the residents of southeast Roanoke by providing pedestrians and bicyclists greater comfort and safety as they travel through this area.
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.)?	A crosswalk crossing 9th St adjacent to Elm Ave will be installed where current conditions do not provide such crossing. New bicycle lanes are planned along this corridor that do not currently exist.
Does this project incorporate traffic calming design elements such as bump outs, raised intersections, street trees or crosswalks in a contrasting color?	Through the use of curb extensions found at Elm Ave and Highland Ave as well as the installation of bike lanes, the vehicle lane width will be effectively narrowed.
Is this project in the locality’s local/regional transportation plan? If yes, provide name of plan and date completed.	Roanoke Valley TPO Constrained Long Range Multimodal Transportation Plan, amended Aug. 22, 2019.



### 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
James Nuckles	Civil Engineer	5

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
Certified LAP Sept 2019 - Williamsburg, VA	LAP - Online and Classroom	VDOT/FHWA Federal Project Experience Colonial Avenue Improvements Edgewood Improvements Roanoke River Greenway - Bridge the Gap Garden City Greenway SRTS - Garden City

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.

UPC - Garden City / Garnard Branch Greenway. On time and on budget. CN = \$1.6M. Construction of approximately 1 mile of shared use path along an urban route. Included ADA complaint features and intersection improvements.  
UPC 105439 - Roanoke River Greenway - Bridge the Gap - On time and on budget. CN = \$4.7M - Construction of approximately 0.75 of a mile of greenway with 200' bridge crossing over the Roanoke River.

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

Responsible for A&E procurement and management of work to include engineering, right of way, and construction supervision.

[www.virginiadot.org/business/local-assistance-lpt.asp](http://www.virginiadot.org/business/local-assistance-lpt.asp)

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

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)?**

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

**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 of Roanoke's Finance Department is the administrating division of the City. The City of Roanoke tracks financial transactions using the AMS Advantage accounting system of CGI Technologies. This system has controls and safeguards that meet federal standards. The City is audited annually for compliance under Title 2 U.S. Code of Federal Regulations Part 200 to ensure that the auditors obtain reasonable assurance about whether major federal programs are materially affected by any noncompliance to federal standards. This audit includes the testing of financial systems to the degree necessary to obtain reasonable assurance of the accuracy of financial data. The independent auditors' report on compliance for the year ended June 30, 2016 resulted in an unmodified opinion with no reported deficiencies of the financial statements or material weaknesses in internal controls. Items of concern,when applicable, are attended to by the Audit Committee and the management team. Expenditures for federally based grant programs are tracked by individual program (CDBG, HOME, ESG, etc.) following generally accepted accounting practices (GAAP) and government auditing standards (GAS). Required local match and program income is tracked within the program. In-kind matches, where applicable, are tracked using time sheets or accounting reports depending on the nature of the in-kind match. Financial transactions are reviewed on a monthly basis for accuracy and all expenses are reviewed for appropriateness prior to being submitted to the Department of Housing for reimbursement. Administrative costs are subjected to the same review as other program expenditures and are posted as administrative costs within the program. Spending is restricted by the budget established by City Council. Attachments related to this will be Financial Capability Form, W-9 Substitute Form, IRS Tax Exempt Status Letter.

## ▶▶ 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?**

**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)?**

**Has design work started?**

**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?**

**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**

No

**Date of Public Hearing**

2019-05-14

**Endorsement Attached**

No

**Date of Endorsement**

2019-08-22

**Resolution Attached**

No

**Date of Resolution from Project Sponsor**

2019-09-03

**Sponsor certifies the following:**

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

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

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

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

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

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

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

**Sponsor Name**

Mark Jamison

**Date**

2019-09-30

## Detailed Cost Estimate (Project Budget)

Task by Project Development Phase	Project Costs	Project Schedule	
		Tentative Begin Date	Tentative End Date
<b>PRELIMINARY ENGINEERING PHASE</b>			
Engineering/Design Fees			
Environmental Document			
Surveying			
Advance Right of Way <small>(incl. title research, plat prep, appraisals, etc.)</small>			
Add rows as needed...			
Administrative Costs			
<b>PE Phase TOTAL COSTS</b>			
<b>RIGHT OF WAY PHASE</b>			
Right of Way Purchase			
Attorney Fees <small>(incl. negotiation, recording deeds, etc.)</small>			
Utility Relocation			
Add rows as needed...			
<b>RW Phase TOTAL COSTS</b>			
<b>CONSTRUCTION PHASE</b>			
*Include construction line items from engineer's estimate, add rows as needed			
...			
...			
Construction Management			
Inspection Fees			
Materials Testing			
Contingency			
<b>CN Phase TOTAL COSTS</b>			
<b>SUB-TOTAL COST (PE, RW &amp; CN)</b>			
VDOT Project Oversight Charges <small>(Recommend 5-7% of sub-total cost)</small>			
<b>TOTAL PROJECT COST</b>			

[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.

 Supporting Documents

## Current Attachments

Description	Attachment Type	File Name
TPO Endorsement	MPO Endorsement	FY21-22 TA Endorsements Resolution.pdf
City Council Resolution	Resolution of Support	2019-09-03 CC Resolution No. 41539-090319.pdf
Evidence of public meeting	Public Notice	SEAF agenda 05-14-19.pdf
Evidence of public meeting (2)	Public Notice	SEAF General Meeting notes 05-14-19.pdf
Project Cost Estimate	Detailed Cost Estimate	2019-09-24 cost estimate.pdf
Project Design Drawing	Project Sketch	2019-09-24 design drawing.pdf
Project Description	Other	2019-09-24 project description.pdf



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