



VTrans Fall 2023 Transportation Alternatives (TAP)
and
Municipal Highway and Stormwater Mitigation Program Grant (MHSMP)
Combined Application

Thoroughly read the TAP and MHSMP application guidebooks before you begin your application. It includes important program information and step-by-step instructions. Pay particular attention to the application process requirements. Applications are due by e-mail by December 8, 2023. Please e-mail the completed application to: Ross.gouin@vermont.gov and Scott.robertson@vermont.gov.

South Street Sidewalk Replacement
(Project Name/Title)

802-459-3333 x 13
(Phone)

Judy Frazier, Town Manager
(Municipality contact person responsible
for the management of this project)

manager@proctorvermont.com
(e-mail address)

Town of Proctor
(Town)

\$ 80,000
Amount of Federal Funds requested (no more
than 80% of the project cost estimate).

05765
(Zip Code)

\$ 20,000
Amount of Local Match. Example:
Federal Award = \$600,000 (80% of total)
Local Match = \$150,000 (20% of total)
Total Project Cost = \$750,000 (100% of the total)

45 Main Street, Proctor, VT
(Mailing Address)

County: Rutland County

Town/Village/City: Town of Proctor

Specific location, street, or road: West side of South Street from Grove Street to St. Dominic's Church

Regional Planning Commission: Rutland Regional Planning Commission

If a linear project, what is the length in feet? 890 linear feet

Is the project on or intersecting to a State maintained highway? Yes ☐ No ☒

- Note: If yes, be sure to include documentation that you have notified the VTrans District Transportation Administrator of the intent to apply for TA funding and have provided them with a brief (one paragraph) description of the proposed project.

Project type being applied for: ☐ Scoping ☒ Design/Construction

The municipality understands that a typical construction project utilizing TAP or MHSMP Program funds will take roughly three years (min.) in the Design and ROW phases prior to going to construction (as pointed out in the TAP and MHSMP Application Guides)? Yes ☒ No ☐

Does this project have a previously completed scoping or feasibility study? Yes ☒ No ☐

Note:

Attach a map(s) of the project area and clearly show the limits of the project as well as surrounding benefits from the proposed improvement. If the project is within or adjacent to a designated downtown, village or growth center, clearly indicate the relationship of the proposed project to the boundary of the designated area. Color photos of the area are also recommended.

Attachment 1, Scoping Study Map – Preferred alternatives from Bike/Ped Scoping Study (current project area shown within green box)

Attachment 2, Project Location Map – Map showing project area in relation to the village of Proctor (showing the Village Designated Center for Proctor Village and it's 0.25-mile buffer)

Attachment 3, Photos – These photos show the existing sidewalk along the project area, which is narrow (not meeting ADA requirements) and in in poor condition.

Fiscal Information:

Accounting System Automated ☒ Manual ☐ Combination ☐

SAM Unique Identifier # L4B6YJV8P9V5

Fiscal Year End Month June

Property Ownership:

If the proposed project is on private property that will need to be acquired by the Municipality through purchase, easement, or eminent domain (includes temporary construction rights) in accordance with the "Uniform Act", then the municipality is committed to exercising its right of eminent domain to acquire the rights to construct the project if necessary. Yes ☒ No ☐

Funding:

Does this project already have existing funding? If so, please describe. Yes ☒ No ☐

This project was awarded a VTrans TAP grant in the spring of 2020, project TAP TA20(5), for a total of \$160,000 in federal funds, requiring a local match of \$40,000 (for a total project cost of \$200,000).

Please note that existing projects will not be considered for additional funding without a current NEPA clearance and ROW clearance. Please provide date of clearances below:

NEPA clearance received August 4, 2022.

ROW clearance received July 6, 2023.

Will you accept an award less than you applied for?

Yes ☒ No ☐

- If yes, please indicate whether local funds will be used to make up the shortfall, or if the project scope will be reduced. If the project scope is to be reduced, describe what part of the project (please be specific) you would accept partial funding for.

If some additional funding is required to move the project forward, the Town anticipates being able to provide more than the required local match, contingent on the voter's approval.

If the Town could not provide additional funding, the project scope would be reduced, if necessary. The reduced scope would eliminate the northern end of the proposed project in front of the Church, making the reduced project sidewalk replacement on South Street from Grove Street to the south end of the Church parcel. The length of the reduced scope sidewalk project would be approximately 610-feet. However, due to the current project status being that the design engineer is currently in the process of developing Contract Plans for the project, it is the Town's preference and intention to construct the project to the limits currently proposed.

A support letter from the governing body of the applicant municipality or organization and an acknowledgement and source of the local match and commitment to future maintenance responsibility for construction projects is required (must be dated within 1 year of the application). Is a letter of support attached?

Yes ☒ No ☐

Regional Planning Commission Letter of Support:

In order to apply, the project must have a letter of support from the regional planning commission. Is a letter of support attached?

Yes ☒ No ☐

[Attachment 4 – Support letter from Town of Proctor](#)

[Attachment 5 – Support letter from Rutland Regional Planning Commission](#)

PLEASE NOTE: If this application is for salt or sand shed funding, the applicant must read and understand the Municipal Assistance Section Salt Shed Application Guide. All of the following scoring questions below must thoroughly convey an understanding of the salt and sand guidance provided.

Application Scoring Criteria:

1. Please give a brief description of the project (be sure to indicate the primary facility type being applied for and be concise).
(10 points max.)

The existing asphalt sidewalk on the west side of South Street is narrow (generally 4-feet wide) and in poor condition. This project includes replacing the deteriorating existing sidewalks with a new 5-foot wide concrete sidewalk along the same alignment (separated from road by a grass buffer) as the existing sidewalk along South Street from Grove Street to the north end of the Church property.

The Town is seeking additional funds to cover the anticipated deficit amount to construct the previously awarded Proctor TAP TA20(5) project. The project has cleared the environmental review and right of way phase, secured the necessary easements, Final Plans and draft bid documents have been prepared and reviewed by VTrans, and the design engineer is in the process of developing Contract Plans and bid documents for the project. Construction for this project is planned for 2024.

2. What is the feasibility of this project? Feasibility (or Scoping) study applications will not be scored on this criterion. Also, please describe the extent of project development to date. (10 points max.)

A scoping study was completed in 2017 to consider alternatives for improving connectivity and accessibility from the Pine Hill Carriage Trail through the Town Center to Beaver Pond. The proposed project was identified in the scoping study as a part of the preferred alternative and was evaluated in regards to potential impacts and cost. The 2017 Scoping Study is attached for reference (see Attachment 6).

As previously noted, the Town was awarded a TAP grant in the spring of 2019 for design and construction services. So far as part of the Proctor TAP TA20(5) project, Conceptual Plans were completed in 2021, a Public Informational Meeting was conducted in early 2022, the NEPA process was completed in August 2022, Preliminary Plans were completed in 2022, the ROW phase was completed in July 2023, and Final Plans were submitted and reviewed by VTrans (comments received from VTrans November 29, 2023). The design engineer is currently in the process of addressing VTrans comments for submittal of Contract Plans and bid documents. See Attachment 7 for the Final Plans for this project.

3. Does this project address a need identified in a local or regional planning document? If so, please describe. (5 points max.)

The Proctor Town Plan, the Rutland Regional Plan and the Rutland Region Transportation Plan all contain goals, policies, and recommendations in support of the proposed improvements. This project is also supported by the Proctor Prosperity Plan, developed in 2015, which calls for a "walkable community".

The following are references in the Proctor Town Plan 2020 as it relates to overall improvements to bike/ped infrastructure within the town:

- One of the action items in the Land Use Goals and Action items includes to "recognize the link between land use and transportation and encourage all forms of travel in the town center, specifically, pedestrian and bicycle".
- One of the Transportation Goals and Action Items in the Proctor Town Plan 2020 includes to "continue to prioritize, fund, and construct bicycle and pedestrian facilities and promote multi-modal transportation.

- An Action Item within the Housing Goals and Action Items includes to “utilize “Complete Streets” transportation principals in all road projects to link and encourage pedestrian and bicycle travel”.
- An Action Item within the Economic Development Goals and Action Items includes to “encourage development which can be accessed by multi-modal transportation means such as pedestrian and bicycle”.
- The land use subsection of the Enhanced Energy Plan section of the Town Plan references updating bylaws to require new development “include pedestrian and bike-friendly infrastructure and connect to the existing and planned pedestrian and bike networks”.

The Rutland Regional Plan contains the following goals in the sections titled “Health and Wellness” and “Recreation and Open Space”:

- Health/Wellness Goal: Recreation programs for children and adults.
- Health/Wellness Goal: Focus on promoting methods of transportation other than the personal automobile. This includes mass transit, walking and biking.
- Recreation Goal: Support connectivity between trails throughout the Region.

The Rutland Region Transportation Plan contains the following goals in the Bicycles and Pedestrians section:

- Include Complete Streets as part of town transportation projects, to accommodate all users.
- Provide bicycle and pedestrian accessibility to new developments and redevelopments.
- Educate local officials about the economic, health, and transportation benefits of bike/pedestrian facilities.

4. Does this project:

- A. Benefit a State Designated Center per the link below (i.e., downtowns, villages, or neighborhood growth centers recognized by the Vermont Department of Economic, Housing and Community Development?

Not applicable for Environmental Mitigation Categories (5 points max.)

<http://maps.vermont.gov/ACCD/PlanningAtlas/index.html?viewer=PlanningAtlas>

The proposed project is not located within a State Designated Center but does provide improved connectivity to a Village Center as part of the master plan. The proposed project is located approximately 1,000-feet south of the Proctor Village Center boundary. There is a portion of the project area that is within the 0.25-mile buffer to the Designated Village Center.

- B. Benefit mobility for disadvantaged populations to include elderly, disabled, minorities, and low-income residents. Please describe this impact (if applicable) in detail. Supporting documentation, including recent data must be included.

Not applicable for Environmental Mitigation Categories (10 points max.)

This project will be of benefit to disadvantaged populations. Based on information from the EPA EJScreen Community Report (See Attachment 8), the general population within ¼-mile

of the project area includes 21% that are older than 64, 25% low income (average per capita income of \$29,550), 14% persons with disabilities, and 19% low life expectancy.

St. Dominic's Catholic Church is located within the project area. Church attendees often sees an aging population. In addition, to the populations identified above, the Proctor High School is located approximately 750-feet from the project area, located off Park Street. Improved walkability will be a benefit to kids that live in close proximity to this school in order to improve the safety of their trips walking to and from school.

5. Provide a project cost estimate below (project costs below include both federal dollars and local dollars). Projects will be scored based on whether the cost appears realistic for the size and scope of the project. For scoping studies, use PE and Local Project Management lines only.

Note: If you are applying for additional funds for an existing project, show the amount being requested for this grant in the PE, ROW, Construction, Construction Engineering, and Municipal Project Management rows below. Also, be clear regarding total project cost and other funding amounts and sources in the additional funding comments box below.
(10 points max.)

Preliminary Engineering (PE) (Engineering, Surveying, Permitting)	\$ <u>0</u>
Right-of-way / Acquisition (ROW) (appraisals, land acquisition and legal fees)	\$ <u>0</u>
Construction (construction costs with reasonable contingency)	\$ <u>88,000</u>
Construction Engineering (cost to provide inspection during construction)	\$ <u>12,000</u>
Municipal Project Management Costs (minimum of 10% of total PE, ROW and Construction Phases).	\$ <u>0</u>
Total Project Cost	\$ <u>100,000</u>

Addition Funding Comments: (ex. Total and additional funding for existing projects)

The previous awarded grant for this project included \$140,000 in federal funds and \$40,000 in local match, for a total of \$200,000. Attachment 9 shows a summary of anticipated costs for this project, including existing costs for the design engineer and MPM budgets, as well as expected costs to complete this project. The ROW phase clearance for this project has been completed, and all easements for this project were obtained via donation.

6. Select the eligibility category below (A, B, C or D) that best fits your project and answer the corresponding questions for that category (choose only one category). 10 bonus points will be awarded to projects that are primarily Bicycle or Pedestrian facilities.

☒ A. Bicycle and Pedestrian Facilities (includes Safe Routes for Non-Drivers and Conversion of abandoned railroad corridors.

- (i) Will the project contribute to a system of pedestrian and/or bicycle facilities? (10 points max.)

There is an existing sidewalk network throughout Proctor. This project will improve the existing sidewalk network along a primary pedestrian route through Town. The proposed project is one phase of a master plan to improve connectivity, accessibility, and recreation throughout the Town of Proctor. Future phases will build from this phase and extend and improve the pedestrian and bicycle facilities. The attached Scoping Study Map shows the recommendations from the 2017 Study which identifies the overall vision of potential bike/ped improvements in the area.

- (ii) Will the project provide access to likely generators of pedestrian and/or bicyclist activity? (10 points max.)

Attachment 1 shows key connectivity points throughout Town that generate pedestrian use and that would be positively impacted by this project. There are residential neighborhoods surrounding the project area, as well as the Proctor High School south of the project area. Many children in Proctor walk to school and South Street is a well-traveled route to school.

The Marble Valley Regional Transit District "The Bus" routes include the Proctor Route that runs to/from Rutland City. This route includes several bust stops within Proctor, including one just north of Grove Street. The bus stop locations throughout the master plan are shown on this map as well.

- (iii) Will the project address a known, documented safety concern? (10 points max.)

Pedestrian activity is currently discouraged by the deteriorated sidewalks that are narrow, uneven, and generally not in compliance with ADA guidelines. Attachment 3 includes photos of the existing sidewalk. The proposed project is one phase of a master plan for improving safety and connectivity throughout Proctor, for both pedestrians and cyclists.

☐ B. Community Improvement Activities:

Explain how the project improves the economic wellbeing of the community and/or provide a benefit to state tourism? (10 points max.)

[Click here to enter text.](#)

- i. Describe the anticipated impact to the public; degree of visibility, public exposure and/or public use. (10 points max.)

[Click here to enter text.](#)

- ii. Answer only one of the following based on the type of project:

- a) Construction of turnouts, overlooks, and viewing areas as related to scenic or historic sites. To what extent will the project provide a view of a highly unique and scenic area?

- b) (10 points max.)

[Click here to enter text.](#)

- c) Preservation or rehabilitation of historic transportation facilities. Describe the historic significance of the historic transportation facility and the importance of the facility to the state. (10 points max.)

[Click here to enter text.](#)

- d) Archeological planning and research related to impacts from a transportation project. Describe the associated transportation project and benefit of the proposed activities. (10 points max.)

[Click here to enter text.](#)

- e) Vegetation management in transportation rights of way to improve roadway safety, prevent invasive species, and provide erosion control. Describe the extent of the current problem and the impact on the site and surrounding area. (10 points max.)

[Click here to enter text.](#)

☐ C. Environmental Mitigation Activity Related to Stormwater and Highways
(Including Salt and Sand Sheds)

- i. Please describe how this application provides environmental mitigation relating to stormwater and highways. (10 points max.)
[Click here to enter text.](#)
- ii. What information or data is provided to substantiate the current stormwater problem and associated environmental impacts? (10 points max.)
[Click here to enter text.](#)
- iii. What substantiating data or information is provided to show that the proposed application is an effective and maintainable solution to the problem? (10 points max.)
[Click here to enter text.](#)

☐ D. Environmental Mitigation Activity Related to Wildlife

- i. Please describe how this application will reduce vehicle-caused wildlife mortality or will restore and maintain connectivity among terrestrial or aquatic habitats. (10 points max.)
[Click here to enter text.](#)
- ii. What information or data is provided to substantiate the current problem and associated environmental impacts? (10 points max.)
[Click here to enter text.](#)
- iii. What substantiating data or information is provided to show that the proposed application is an effective and manageable solution to the problem? (10 points max.)
[Click here to enter text.](#)