

Project Profile for Selection to the

STP-Urban Program

City or Town: _____

Street: _____ Route No.: _____

Project Title or Name: _____

Contact Person and Phone Number: _____

Each Proposal must include the following:

- Project description
- Project cost estimate
- Roads must be on the Federal-Aid system
 - Urban areas: federal functional classification of collector or higher
Indicate the functional classification of the road as designated for the Federal-Aid system.

Urban Areas	
<input type="checkbox"/>	Principal Arterial
<input type="checkbox"/>	Minor Arterial
<input type="checkbox"/>	Collector
<input type="checkbox"/>	Local Road (not eligible)

Rural Areas	
<input type="checkbox"/>	Principal Arterial
<input type="checkbox"/>	Minor Arterial
<input type="checkbox"/>	Major Collector
<input type="checkbox"/>	Minor Collector (not eligible)
<input type="checkbox"/>	Local (not eligible)

I. Written Description of the Problem and the Proposed Improvement

Provide a brief written description of the problem and proposed improvement.

Estimated Cost: _____

II. Project Location Map

Indicate the general location of the project on a suitable map (8 1/2"x11" is adequate)

III. Preliminary Project Plans

Preliminary project plans, drawn at a scale of 1"=100 feet or larger, are encouraged. The following items should be depicted on the plan, if possible:

- All proposed improvements
 - Drainage
 - Culverts
 - Sidewalks
 - Traffic signals, etc.
- Project limits
- Existing property lines
- Proposed new property lines
- Utilities

This plan should be considered as a “**conceptual**” or “**sketch**” plan in which a **high degree of accuracy is not required**, but gives a good understanding of the potential complexity involved and the factors to be considered. An adequate base map for the plan would be your town assessor’s maps (usually available on an air photo base at 1"=100 feet)

IV. Background

Provide the following information if available:

1. Any reports or engineering studies
2. Any news articles or public comments on the problem or project

V. Project Design Features and Factors

(a) Design

Has any survey or design work already been done? Explain

(b) Rights-of-Way

1. Estimated existing ROW (feet): _____
Estimated proposed ROW (feet): _____

2. Generally describe the nature and extent of the ROW impacts (e.g., 10-15 strip takes, 1 total take)

(c) Railroad Grade Crossings

Identify any existing crossings and indicate if any modifications are needed.

(d) Sidewalks

Provide a rough estimate of the number of linear feet of sidewalk to be replaced or constructed.

What percentage of the above is for “replacement” of existing sidewalk?

(e) Parks, Cemeteries, Historic Structures

Identify any parks, cemeteries or historic structures that are likely to be affected by the project.

(f) Wetlands

Identify any wetlands that are likely to be affected by the project and, if known, their relative functional values (groundwater recharge, sediment trapping, etc.). Include identification of watercourses and drinking water supply areas. Locate them on a map if that is more appropriate.

(g) Hazardous or Contaminated Sites

Identify any known or suspected sites that are likely to be affected by the project. If the project includes work in the vicinity of a gas station or other facility with underground storage tanks, the locations should be identified (locate them on a map if that is more appropriate).

(h) Traffic Signals

Identify any intersections where traffic signals will need to be modified, replaced or installed. Indicate who is responsible for maintenance, ownership and electrical cost.

VI. Transportation Problem Identification

When assigning a project rating, staff will consider the range of existing problems, the severity of the problems and the degree to which the problem will be reduced.

- Structural Improvement 10 points max.
 - Traffic Improvement 10 points max.
 - Traffic Volume 10 points max. Rating Criteria
 - Regional Significance 10 points max.
 - Other Benefits 10 points max.
- 50 Total Possible Points

(a) Structural Improvement (10 points)– The structural improvement rating provides an indication of the extent to which the project will help correct or reduce a structural problem with a road, bridge or culvert. Check all that apply.

Pavement Condition Rating

Good	Fair	Poor

Roadway Drainage System

Adequate	Inadequate	
		Surface Drainage
		Subsurface Drainage

Bridges and Culverts

Good	Fair	Poor	N/A	
				Bridge Condition – Superstructure and Deck
25	50	100	N/A	← Year Flood
				Hydraulic Capacity

(b) Traffic Volume (10 points) – This criterion provides a general indication of the number of people who benefit from the proposed project. Measurement method is dependent on the type of project proposed. For roadway improvement projects, the applicant must supply data on either the annual average daily traffic or the peak hour volume of traffic.

AADT _____

Peak Hour _____

(c) Traffic Improvement (10 points)– The traffic improvement criterion provides an indication of whether or not the proposed project will help improve traffic flow, traffic safety, or roadway geometrics.

Traffic Element	Existing Problem	Proposed Improvement	Appropriate Criteria
Traffic Flow	Is there an existing congestion problem? How severe is it?	Will the proposal reduce the congestion? If so, to what degree?	Level-of-Service (LOS) before and after proposal is implemented. HCM procedures recommended but not required.
Traffic Safety	How many accidents occurred in the last 3 years?	Estimate amount of those accidents project would have eliminated (over the three years)?	Expected accident reduction over a three-year period.
Roadway Geometry	Are there geometric deficiencies on the road? Such as excessive grade, substandard width, excessive horizontal curvature, poor sight line, improper super elevation.	Will the proposed project correct the problem and to what degree?	Indicate the severity of the existing problem and the degree to which the proposed improvements will reduce the problem.
Traffic Calming	Excessive speeds, or excessive traffic on a residential street or other activity area where traffic detracts from quality of life for residents or primary function of the activity area.	Streetscaping, speed humps, reduced lane width or other measures appropriate to the type of street.	Indicate the severity of the existing problem and the degree to which the proposed improvements will reduce the problem.

Speed Data: ____ Posted Speed ____ Avg. Speed ____ 85th Percentile Speed

Local Design Standards

(d) Regional Significance (10 points) – Regional significance provides an indication of how widespread or localized the transportation benefits of the project are. The applicant must describe the area of impact of the project. For example, does the project benefit only a very small area, an entire town, multiple towns, or most of the region? Will the proposal help improve access to regional public facilities such as hospitals, colleges and airports?

The applicant should explain 1) the size of the area that benefits from the proposed project, and 2) information on any regional public facilities that benefit from the proposed project. The documentation should demonstrate how the area or regional facilities benefit.

(e) Other Benefits (10 points) – Proposals can receive up to ten extra points if the proposed project has any of the benefits listed below.

- **Environmental Protection (maximum 2 points)** – If the project will have a positive environmental impact in areas of air quality, water quality and quantity, mitigation of wetland loss, or open space improvements.

No **Yes, explain**

- Historic Preservation (maximum 2 points) – If the project will serve to advance recognized historic preservation goals of the community.

No **Yes, explain**

- Economic Development (maximum 2 points) – If the project helps achieve economic development goals of the community.

No **Yes, explain**

- Environmental Justice (maximum 2 points) –If the proposed project benefits low income and/or minority neighborhoods.

No **Yes, explain**

- Transit Supportive (maximum 2 points) – If a proposal supports the region’s transit system.

No **Yes, explain**

Cost Overages –

The Chair shall appoint 3 members of the Transportation Improvement Committee to serve as a review panel to hear explanations of project increases, in cases where project estimates exceed 20% in the term before the project is obligated. The panel, upon hearing the explanation, will recommend if such explanation warrants whether the program or the municipality absorbs the increase. The panel will also work to see if altering the project scope can lessen or eliminate the increase. The panel then shall report their recommendation to the full Committee for action. The panel shall convene on a case-by-case basis. The Chair shall exclude appointing panel members from the subject municipality to avoid conflicts of interest.

A formal review approach provides the Committee with other options for equitable solutions to extreme increases in project cost. (Endorsed: 9-12-02)

Non-Roadway Proposals

A set aside amount, not to exceed 10% (approximately \$250,000 total for region) of the annual Urban program allotment, may be made available to fund nontraditional transportation projects, such as, but not limited to, new sidewalks, transit capital improvements, traffic signal relamping, carpool projects or other non-roadway, eligible STP-Urban proposals. Any unused portions of the set aside will revert to the pool of roadway funds. Such nontraditional projects will be evaluated by staff for regional significance and other benefits. (endorsed: 3-30-06)