

September 8, 2023

Marcie Robertson, Town Clerk
Town of New Lebanon
14755 State Route 22
New Lebanon, NY 12125



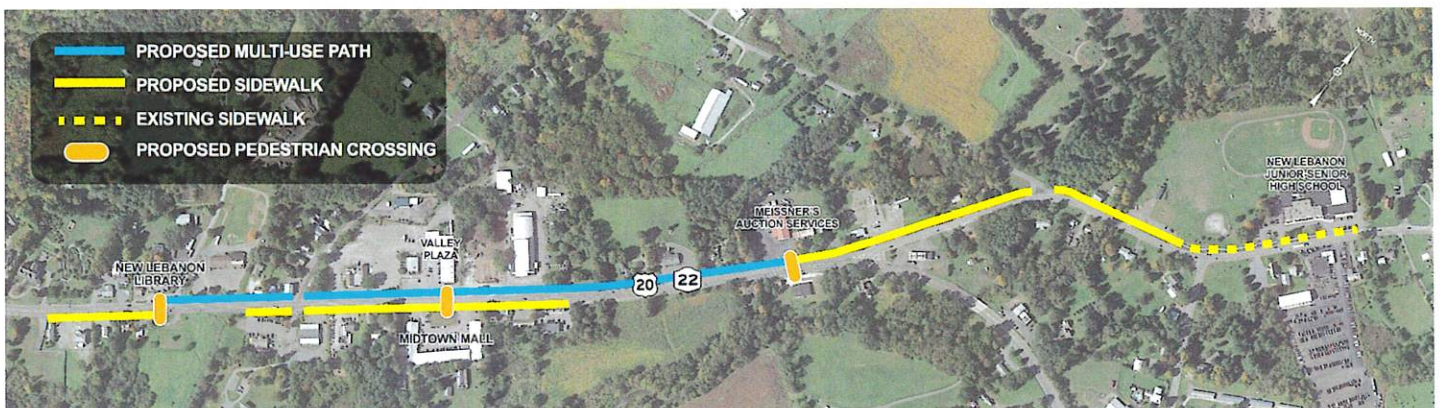
RE: TAP Application for Walkable Downtown

Dear Ms. Robertson:

In the last round of TAP/CMAQ applications, Creighton Manning helped their clients secure over \$8 million in grants for pedestrian infrastructure improvements. The Town is well-positioned to capitalize on the updated comprehensive plan and input received from public meetings to apply for TAP funding to implement the plan for Walkable Downtown. Creighton Manning's relationship with NYSDOT and our experience with TAP/CMAQ applications will benefit the Town. We look forward to assisting you with the funding application and design.

UNDERSTANDING OF WORK TO BE DONE

The Town is considering a project to make the downtown more walkable by slowing down traffic on Route 20 and Route 22, and making the area more pedestrian-friendly and safer for bicycle riders. Creighton Manning has been working with the Town, developing concept plans, presenting alternatives at public meetings, and considering the public feedback. Federal funding through the Transportations Alternatives Program (TAP) would help to implement the improvements that have been conceptualized. We understand the work involves developing TAP application(s), including data collection, cost estimates, and ROW assessments. If the Town successfully secures funding, then Creighton Manning would be responsible for the design and construction inspection of the improvements in accordance with NYSDOT standards and specifications. The concept below illustrates the plan that was presented at the Public Information meeting on June 5th 2023, which received feedback to reduce costs by replacing the proposed multi-use path with a sidewalk.



EXPERIENCE WITH SIMILAR TYPES OF PROJECTS

Creighton Manning has been responsible for the design and inspection of many federally-funded pedestrian improvement projects. This experience will directly translate to simplifying all deliverables, from the grant application, initial design report submission to the preparation of the bid manual using the Town's specific preferences. Representative projects the firm has provided design and CI services for federally funded sidewalks include:

Voorheesville Pedestrian Connectivity Project, PIN 1760.31, Village of Voorheesville. Creighton Manning provided grant application support, utility, topographic and right-of-way survey, preliminary and final design, and construction inspection for the construction of pedestrian improvements along NY Route 156, NY Route 85A, and County Road 306 in Voorheesville. This LAFAs project included the design of ADA-compliant sidewalks, curb ramps and crosswalks within the Village; and coordination with NYSDOT and Albany County DPW. Started January 2018/Completed in 2020.

Cairo and Greenville Pedestrian Improvements, PIN 1760.85, Towns of Cairo and Greenville. This TAP funded project included the design and inspection of pedestrian infrastructure improvements in the Towns of Cairo and Greenville. In Cairo, the scope of work included the design of 2,500 feet of sidewalks along Main Street (CR 23B) and 1,900 feet of a stonedust pathway extending from William Dinger Street to State Route 32. In Greenville, the work included 3,000 feet of sidewalks

along NY Route 32 and the reconstruction of an elevated storefront walkway on NY Route 81. Started November 2017/Completed in 2021.

West Old State Road Sidewalks, PIN 1760.45, Town of Guilderland. Creighton Manning provided utility, topographic and right-of-way survey, preliminary and final design, right-of-way acquisitions, and construction inspection for the pedestrian improvements along West Old State Road near Lynnwood Elementary. This LAFA project included the design of approximately 1,760 feet of new ADA-compliant sidewalks, curb ramps and crosswalks within the Town. Started October 2019/Completed in 2022.

Sand Lake Hamlets Sidewalk Enhancements, PIN 1760.34, Town of Sand Lake. Creighton Manning provided grant application support, topographic and right-of-way survey, preliminary and final design, and construction inspection services for the construction of 2,600 feet of sidewalks on NY Route 43 and NY Route 66, 1,475 feet of multi-use path on NY Route 43, pedestrian improvements at the intersection and reconstruction of existing sidewalk panels and curbing. Started May 2019/Completed 2022.

Creighton Manning has helped many municipalities with transportation funding applications and grant submissions by providing project descriptions, cost estimates, feasibility studies, and benefits. The following table is a representative summary of recent projects that received funding. The contact person at the municipality is included as a reference.

Municipality	Reference	Project	Award Date	Amount Awarded	Funding Source
Glenville	Tony Tozzi (518)688-1218	Freemans Bridge Road Sidewalk	2022	\$1,496,560	TAP
Voorheesville	Richard Straut (518)441-4701	Village Sidwalk Curb and Crosswalks	2022	\$1,014,400	TAP
Sand Lake	Monica Ryan (518)674-2026	Reichard's Lake Road Sidewalk	2022	\$713,526	TAP
Albany via CDTA	Jeremy Smith (518) 437-8360	Washington-Western BRT	2022	\$4,896,000	CMAQ
Guilderland	Donald Csaposs (518)356-1980	Route 20 Sidewalks	2018	\$730,000	CMAQ
Glens Falls	Jeremy Schneible (518)761-3850	Glens Falls Connector	2018	\$1,100,000	TAP
Village of Monroe	Neil Dwyer (845) 782-8341	Lake Street and Stage Road	2017	\$350,000	TAP
Colonie	Sean Maguire, AICP (518)783-2741	Albany Shaker Road Ped Improvements	2017	\$860,000	TAP
Sand Lake	Monica Ryan (518)674-2026	Sand Lake Hamlets Sidewalk	2016	\$773,000	FHWA STP-Urban
North Greenbush	Joesph Bott (518)283-5313	Route 4 Improvements	2016	\$4,100,000	TAP and CMAQ

QUALITY OF STAFF FOR WORK TO BE DONE

Creighton Manning has the full depth of qualified and experienced local staff to guide the Town from grant application through design to construction. Key staff at Creighton Manning who will work on this project include:

Michael Amabile, AICP is the **Grant Manager**, responsible for developing the TAP applications including coordination with the Town. He is a certified planner with 15 years of multimodal transportation planning experience including data collection and analysis, research, conceptual design, and public outreach and stakeholder engagement. Michael has been working with the Town, developing concept plans and public outreach for the Walkable Downtown improvements.

Tony Christian, PE will serve as the **Design Manager**, responsible for guiding the Town through the locally administered federal aid design process. He has 15 years of multimodal transportation design experience including sidewalks, trails, complete streets, transit infrastructure, work zone traffic control, and drainage. Tony assisted the Towns of Sand Lake, Glenville and Colonie with their successful TAP applications. He has established a relationship with NYSDOT Region 8.

Don Adams, PE, PTOE will serve as QA/QC Engineer and Principal in Charge on this project. Don has 33 years of transportation engineering experience and is responsible for QA/QC for design projects for local municipalities and State agencies. These projects include sidewalks, multi-use trails, complete streets, lighting, stormwater, utility improvements, signing and striping, and work zone traffic control.

Donald Sovey, PLS is the Chief of Survey in charge of all aspects of surveying and mapping including scheduling, research, computations, fieldwork, and quality control. Don is a licensed Professional Land Surveyor with 35 years of applicable survey experience on transportation improvement projects including boundary surveys, topographic surveys, and construction stakeout. He has extensive experience providing design survey for sidewalk and ADA improvements to local municipalities.

Brian Jones will serve as Construction Manager, responsible for the Construction Administration and Inspection of this project. He will ensure that all regulatory requirements are met and that all the material and construction specifications are followed. Brian has more than 17 years of experience in construction of LAFA projects and is responsible for overseeing our NYSDOT Region 2 Construction Inspection term agreement. Brian will ensure the construction project is appropriately staffed to ensure that Federal inspection and documentation requirements are satisfied, and the Town is reimbursed.

DBE SUBCONSULTANT TEAM

OSPA Engineering, PC is a certified DBE firm that specializes in environmental engineering. Melanie Osterhout, PE is a Principal and senior engineer who will prepare the environmental portions of the design approval document, including any environmental screenings and testing. In order to meet the DBE goals associated with the funding, OSPA Engineering, PC is capable of preparing other tasks including drainage design and construction inspection services.

FAMILIARITY WITH FEDERAL AND STATE REQUIREMENTS

Creighton Manning has been on the LDSA list for many years and is very familiar with the Federal and State requirements associated with locally administered federal aid (LAFA) projects. This includes NEPA and SEQRA, NYSDOT Highway Design Manual, and the NYSDOT Local Projects Manual (LPM). While the voluminous LPM can be intimidating to the local municipalities, we have developed a streamlined user's manual that ensures the required process is followed. We also have extensive NYSDOT design experience, so we are very familiar with the latest design standards applicable to sidewalks, trails, and multi-use paths. The projects identified in the Experience with Similar Types of Projects section all followed state and federal requirements.

ORGANIZATION AND FINANCIAL RESPONSIBILITY

Creighton Manning is a locally owned firm organized as a limited liability partnership. The firm specializes in transportation engineering and has been providing professional transportation planning and engineering services to local municipalities for 58 years. We take seriously our financial responsibility on locally administered federal aid projects. This begins at the grant application phase when realistic and reliable cost estimates are essential. During design, we will guide the Town to develop a preferred design alternative that meets the project budget. This guidance continues through construction when our certified inspectors will ensure the project is constructed according to the plans and specifications, and meets ADA guidelines. We will also prepare forms for the Town to submit to NYSDOT to expedite the reimbursement process.

LOGISTICS AND FAMILIARITY WITH THE PROJECT AREA

Creighton Manning's main office is located in Colonie just 33 miles from the downtown area. We are very familiar with the area based on our work with the Town on previous sidewalk projects and more recently, on the public information meetings and concept plan development for the Walkable Downtown improvements.

Contact me at 518.689.1824 or dadams@cmellp.com if you have any questions regarding our experience or qualifications.

Respectfully submitted,
Creighton Manning Engineering, LLP



Don Adams, PE, PTOE
Partner, Senior Project Manager