



Department of Transportation

2016 TAP/CMAQ Application General Instructions

Please consult the Guidebook and Appendices to review the specific eligibility requirements and project types for each program prior to beginning the Application. The Application is designed to facilitate and streamline program eligibility determinations based on the various program requirements as described in the Guidebook.

To maximize funding opportunities, use the [Application Instructions](#) in completing this form.

Application Information Requirements

Information necessary to complete the Application includes:

- The 2016 TAP/CMAQ Program Guidebook and associated Application Instructions
- Sponsor Information - Full legal entity name, address, phone number, e-mail address, names and titles of contact person(s)
- NYS Grants Gateway ID and SFS Vendor ID, as applicable
- TAP/CMAQ Federal Aid Workshop attendance dates
- Detailed Project Description information, including: Project, county, facility, project limits, project description, project eligible activity categories (and any applicable sub-categories) for which funding is being applied, and current project status
- Specific and detailed Project Budget and Funding Source information
- ROW documentation, including the NYSDOT Highway Work Permit if within a State Highway ROW
- Project deliverables supporting documentation, including a project map as applicable
- Data necessary to determine emissions reductions (CMAQ only)
- Expected Benefits to the Public Interest
- Information on any Innovative/Creative Aspects of the Project
- Documentation of Community Support (TAP only)
- Status of Environmental Process

Completing the Application

The Application is a PDF-Fillable form. Please download and save the Application to your computer to complete the form. Web browsers such as Apple Safari, Google Chrome, and Mozilla may have their own non-Adobe PDF readers set as the default reader. To use one of these browsers, change the default PDF viewer setting to Adobe Reader. If Internet Explorer is used as the browser, no action is needed.

All Users must have Adobe Acrobat Standard or Pro and Adobe Reader version 9 or higher to maximize the functionality in the form. Please be sure to enable the form, see Application Instructions for details.

To enter large amounts of text into the Application, consider using a word processing program to type the entry, and then cut and paste the entry into the form. Also, to facilitate the submission of required attachments, you may need to compress (zip) any large files prior to attaching them to an e-mail, as the overall e-mail file size limit is approximately 20MB.

To navigate through the form, use the "Tab" function as that will ensure that questions will be completed in the correct order. Responses to a question will determine what fields will be seen and be required to complete. Required fields are designated by a preceding asterisk (*).

Although more than one project may be submitted for consideration for TAP and CMAQ programs, only one project per Application maybe submitted. All applications, including supporting documentation, must be submitted no later than October 21, 2016.

PART A: INITIAL ELIGIBILITY ASSESSMENT

***SPONSOR Entity Name:**

City of Batavia

***Sponsor Type:** Local Government (County,Town,City, Village)

***Date Sponsor Attended Workshop:** Sep 19, 2016

☒ **Check here if you have attended an Application Pre-Review Session in your regional area.**

***NYS GRANTS GATEWAY ID:**

GDV-DOT-07225

***SFS VENDOR ID:**

1000004308

***Project County:** Select the project county. TAP funding is available statewide. CMAQ funding is only available in identified counties. Refer to the Guidebook and Instructions for the list of Counties and applicable funding sources.

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*** Short Title of Proposed Project:** City of Batavia - Pedestrian Way Improvements

*** Select the category that best represents the scope of your project (categories 7 and 8 will require an additional choice). Selection of a category is not a guarantee of funding under that category. Refer to the Program Guidebook for additional guidance on category.**

Project Categories		TAP Eligible	CMAQ Eligible
<input checked="" type="checkbox"/>	1. Construction , Planning, and Design of On-road and Off-road Facilities for Pedestrians, Bicyclists, and other non-motorized forms of transportation including Bike Lanes, Paths and Sidewalks	x	x
<input type="checkbox"/>	2. Construction Planning and Design of Infrastructure-related Projects to Provide Safe Routes for Non-Drivers to Access Daily Needs	x	
<input type="checkbox"/>	3. Conversion and Use of Abandoned Railroad Corridors for Trails for Pedestrians, Bicyclists and Other Non-motorized Transportation Users	x	x
<input type="checkbox"/>	4. Construction of Turnouts, Overlooks, and Viewing Areas	x	
<input type="checkbox"/>	5. Safe Routes to School	x	
<input type="checkbox"/>	6. Planning, Design and Construction of Boulevards	x	x
<input type="checkbox"/>	7. Community Improvement Activities, including Landscaping and Streetscape Improvements	x	
<input type="checkbox"/>	8. Environmental Storm Water Management Activities	x	
<input type="checkbox"/>	9. Travel Demand Management and Ride Sharing, includes Park and Ride, Ride Share, Car Share, Bike Share, Employee Transit Benefits, and Educational Outreach		x
<input type="checkbox"/>	10. Congestion Reduction and Traffic Flow Improvements, Includes Signalization, Freeway Management, and Intersection Improvements		x
<input type="checkbox"/>	11. Transit Improvements, includes Service Expansion and Amenities, Park and Rides, Employee Transit Benefits		x
<input type="checkbox"/>	12. Freight Intermodal Improvements, includes Intermodal Freight Facilities and Programs, Truck Stop Electrification, Heavy Vehicle Engine Replacements		x
<input type="checkbox"/>	13. Alternative Fuel and Clean Vehicle project, includes EV and CNG Fuel Stations, Extreme Temperature Cold Start Technology, Diesel Retrofits, Heavy Vehicle Engine Replacements, Dust Mitigation and Idle Reduction		x
<input type="checkbox"/>	14. Other (Please describe)	TBD	TBD

***Based upon the County the Project is located in, and the Project Category(ies) selected above, select the funding source(s) for which you are applying:**

TAP Only

☒ ***Attach Documentation of Community Support for Project as Attachment A**

Provide a description of the relationship between the category chosen and TAP and Surface Transportation.

Removal of barriers for the disabled, and improved pedestrian ways within the public ROW/ lands of the City of Batavia. Promotes the utilization of alternative transportation methods within the community.

IF APPLYING FOR **TAP ONLY**, NOTE THAT THE REMAINDER OF THIS PAGE WILL BE BLANK BEYOND THIS POINT. PROCEED TO PART B TO CONTINUE WITH THE TAP APPLICATION. Applicants who are applying for both TAP and CMAQ must complete both the TAP and CMAQ portions of the Application.

PART B: PROJECT INFORMATION

***Short Project Description:** Provide a description of what will be constructed and/or implemented and the beneficial outcomes of the project. Space is limited to the visible area.

The project consists of the construction of approximately 12,000 LF of sidewalk in the following areas:
State St – Both sides from Washington Ave to Richmond Ave, East side from Hart St to MacArthur Drive
Washington Ave – Both sides from State St to Bank St
Bank St – East side from Washington Ave to North St, West side from North St to Denio St
Richmond Ave – South side from Ellicott Ave to State St
Improvement of Pedestrian crosswalk system at State and Richmond to better accommodate visually impaired.

***Project Location (Town, City or Village):**

City of Batavia

Facility Name (if applicable):

Facility Address (if applicable):

***Project Limits:** For linear projects, provide begin and end locations (Street Names, Mile Markers, etc.):

From:

Several streets per project map

To:

***Project Coordinates:** Provide approximate mid-point for linear projects. All Longitude numbers should be entered as negative numbers prefaced with a "-" sign. Fields are formatted as decimals (NNN.NNNNNN).

Latitude:

43.004736

Longitude:

-78.182811

☒ ***Please attach a Project map as Attachment B**

***Project Benefits:** Provide a detailed description of the project benefits. Space is limited to the visible area.

Provides improved ADA accessible pedestrian travel ways to several high population areas, linking:
Medical Facilities – UMMC North St Campus to Bank St Campus for employees

Batavia High School – As a pedestrian high use area by students and employees from various residential areas converging to/from the high school

Batavia Housing Authority – MacArthur Drive housing complex to downtown shopping, government buildings, medical and financial services.

Batavia Middle School – Links to current "Healthy Schools" project further expanding improved pedestrian access for students and employees.

Improved pedestrian access to public parks, specifically Austin Park, Centennial Park, and MacArthur Park, and Dwyer Stadium from several north side residential areas.

Improved pedestrian access to/from north side residential areas to downtown for access to Government facilities, medical facilities, financial institutions and shopping areas.

Provides improved pedestrian access to the Regional Transit Service – Genesee (RTS) bus stop located at the State St-Richmond Ave intersection in an effort to promote greater use of the transit system as a transportation alternative.

Addresses the unique facility of "New York State School for the Blind" by providing audio actuation of pedestrian crosswalk signals to PROWAG standards creating greater teaching and transportation opportunities for these students, residents and employees.

Furtheres the goals and objectives of the "Genesee County Transportation Focus Group" and the "Genesee-Finger Lakes Regional Walkability Improvements Program – Batavia Walkability Action Plan"

***Detailed Description of Project:** Concisely describe the proposed project, indicating what will be designed and constructed; or developed and implemented; the issues or opportunities to be addressed; and expected outcomes and project deliverables. Space is limited to the visible area.

The project's primary feature will be the installation of approximately 12,000 LF of sidewalk. The new sidewalk will be a minimum of 5ft in width, and concentrate on providing additional accessibility for the disabled. All intersections will be evaluated to ensure that new ramp features shall comply with PROWAG guidelines, including pavement markings and detectable surfaces as needed. ROW takings may be required to meet compliance standards, primarily at some intersections to accommodate new ramps with proper grade. It is expected that existing ROW will be sufficient to install the 5ft width sidewalk along the main sidewalk thoroughfares outside of the ramp access points (Attachment F). It is expected that the increased width will be primarily to the street side impacting some trees requiring removal.

The signalized intersection of State St and Richmond Ave is modern, but does not currently have audio pedestrian notification meeting PROWAG guidelines. This project would install the necessary hardware on existing pedestrian signal poles to address this need.

***Describe Innovative/Creative Aspects of Project:** Identify any creative/innovative project aspects. Examples include use of new technology, unique project characteristics, use of cost effective solutions, unique partnerships, etc.

The City of Batavia has made pedestrian travel a priority for the past several years. An attached map (Attachment G Page 1) shows where sidewalk improvements have occurred in an effort to provide improved travel ways to promote pedestrian transportation as an alternative to "getting in a car". These initiatives are further emphasized by the City's participation in the Genesee-Finger Lakes Regional Walkability Improvement Program (Attachment G Pages 2-11), and the Genesee County Transportation Focus Group (Attachment G Pages 12-16). This project is indicative of the City's commitment to take regional initiatives and put them into action, not just have a report on a shelf.

The City of Batavia makes every effort to try and spend monies efficiently and to have infrastructure projects make improvements that are ancillary to the primary project objective. There are two instances in this project where this innovative approach is evident. On Bank St between Washington Ave and North St only the east side of sidewalk is being replaced. This is due to the fact that the west side was replaced as part of a water main improvement project approximately five years ago where the new water main was placed under the west sidewalk so that the restoration cost, which would have been incurred regardless of the water main placement resulted in new pedestrian travel ways. On Bank St between North St and Denio St the east side sidewalks were replaced as part of a pump station project where the forcemain was placed under the sidewalk. Again, the restoration cost would have been incurred regardless of placement but this approach provided new pedestrian travel ways for the residents as a result. This approach allowed for the City to pare down the project to only one side of the street in these two sections.

The City of Batavia is committed to a successful project, and is willing to commit funds beyond the minimum 20% local share. The City Council has passed a resolution committing to fund 25% of the project cost as they feel this shows the commitment that this community has to providing pedestrian alternatives for an improved lifestyle for our residents. This 25% commitment is reflected in the project cost.

PART C: PROJECT ESTIMATE AND FUNDING SOURCES

☒ *A Detailed Project Estimate is required as Attachment C.

Using the figures from your Detailed Project Estimate, complete the following:

Use of Funds	TOTAL
ROW	70,336
Prelim. Design	89,327
Final Design	49,235
Construction	844,032
Construction Insp	105,504
Project Manager	
Other: Type in...	
TOTAL PROJECT COST	1,158,434

1. Total Project Cost: 1,158,434

2. Amount of Funds Requested: 868,826
Min \$250,000 , Max \$5 Million

3. Total Remainder to be Funded: 289,608

4. Enter the Amount of Local Match: 289,608
Minimum 20%

5. Amount of Other Funds Required: 0

6. Describe the source of "Other Funds"

PART D: PROJECT COMPONENTS

* Indicate the current project status:

Planning Stage

*RIGHT-OF-WAY

Identify the host entity:

TBD

Provide the lease/contract term, in years:

Permanent

Lease/Contract expiration date:

Describe any extension terms:

*Right of Way Certification: Select the choice(s) that best describe(s) the project's ROW needs. Use Control and Shift keys to select multiple descriptions if applicable.

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Number of anticipated ROW acquisitions: 7

Will the project have an effect on any district, site, building, structure or object that is listed, or may be eligible for listing on the National Register of Historic Places?

No

Describe any other ROW needs or requirements:

Expected minor takes and/or easements for ADA compliant ramps

*STATUS OF ENVIRONMENTAL REVIEWS:

State Environmental Quality Review Act (SEQR): Not Started

Explain:

National Environmental Policy Act (NEPA):

Not Started

Explain:

☐ Attach SEQR and/or NEPA information as Attachment D as applicable

***In the Chart below, select the status that best represents the project deliverable:**

Project Deliverables:	Status	Anticipated Completion Date
Draft Design Report	Not Started	January 1, 2018
Advanced Detail Plans (ADPs)	Not Started	October 1, 2018
Plans, Specifications, and Estimates (PS&Es)	Not Started	December 1, 2018
Bid Proposal Documents	Not Started	March 1, 2019

☒ **Attach Project Schedule as Attachment E**

☒ **Attach supporting documents (plans, drawings, survey or other) as Attachment F**

☒ **Attach any other relevant documents. Label those Attachments alphabetically, beginning with Attachment G**

PART E: CONTACT INFORMATION

*** SPONSOR Entity Name:**

City of Batavia

*Address: 1 One Batavia City Centre

Address 2:

*City: Batavia

*State: NY

*Zip Code: 14020

*Phone #: (585) 345-6325

Fax Number: (585) 345-1385

*E-mail: mworth@batavianewyork.com

***SPONSOR Contact Information:**

Salutation: Mr.

*First Name: Matthew

*Last Name: Worth

*Title: Director of Public Works

☒ **Check here to use the same address information as entered above. If different, please complete the following:**

PART F: FINALIZE AND SUBMIT APPLICATION

Include required attachments in the e-mail transmittal of the application form. Attached files should be in common business formats, such as PDF, doc, xls, etc. File size, for attachments and the application is limited to approximately 20MB. This Application form is approximately 3MB. Please note that large attachments may affect the ability to submit the application, please zip file attachments if possible.

Large optional attachments may be e-mailed separately and must be received prior to the application deadline. Be sure to include the Short Title of the application in the subject line of any separate e-mail transmittals, and number any additional e-mail submissions, e.g. 1 of 2, 2 of 2, etc.

SAVE FORM

ATTACHMENTS (AS APPLICABLE):

- A. Documentation of Community Support for Project
- B. Project Map
- C. Detailed Project Estimate
- D. SEQR or NEPA Information
- E. Project Schedule
- F. Plans or Drawings
- G. Other relevant documents and correspondence, Project Management Plan (PMP) if available

OPTIONAL: Please use this space to provide any additional information that should be considered. Space is limited to the visible area.

***CERTIFICATION:**

I acknowledge that I have read the appropriate guidance for the program to which I am applying (TAP/CMAQ) and understand the application instructions, the program requirements and the terms and conditions associated with the reimbursement program.

***ATTESTATION:**

By entering my name in the digital signature space below, I certify that I am authorized on behalf of the Sponsor and its governing body to submit this application. I further certify that all of the information contained in this application and in all statements, data and supporting documents which have been made or furnished for the purpose of receiving assistance for the project described in this application are true, correct and complete to the best of my knowledge and belief. I acknowledge that offering a written instrument knowing that the written instrument contains a false statement or false information, with the intent to defraud the State or any political subdivision, public authority, or public benefit corporation of the State, with the knowledge or belief that it will be filed with or recorded by the State or any political subdivision, public authority or public benefit corporation of the State, constitutes a crime under New York State Law.

DIGITAL SIGNATURE INFORMATION:

Entering your digital signature in the box below locks the fields above the signature. To remove your digital signature, click the right button on your mouse and select "Clear Signature" to release the fields. You can then correct any errors or add additional information. The document will need to be re-signed before it can be submitted.

***Sponsor Signature:**

Save a Copy of this Application

Print Completed Application for Your
Records

Submit TAP/CMAQ APPLICATION to NYSDOT

(TAP-CMAQ@dot.ny.gov)

Application Form and supporting documents must be received by
October 21, 2016

Materials received after the application deadline will not be considered.