



Active Transportation & Complete Streets Projects

Name of Project **HERMAN ROAD ACTIVE TRANSPORTATION CORRIDOR
PRELIMINARY ENGINEERING**

(project name will be adjusted to comply with ODOT naming convention if necessary)

Project application

The project application provides in depth process, location and project definition details and serves as the nomination form for project funding consideration. **Project applications should be kept to 12 pages total per project.** The application form is available electronically at: <http://www.oregonmetro.gov/rffa>. Please complete the following:

Project Definition

Project Description

- **Facility or area:** SW Herman Road in Tualatin
- **Beginning facility or milepost.** SW 124th Avenue
- **Ending facility or milepost.** SW Tualatin Road
- **Provide a brief description of the project elements.**

Improve bike lanes, sidewalks, and transit stops along Herman Road between the employment district, neighborhoods, and downtown. Improve safety and mobility for all roadway users along Herman Road where currently, bicycles, pedestrians, automobiles, transit, and trucks share two 12-foot vehicle travel lanes because there are no bike lanes or sidewalks. Add buffered bike lanes and other Active Transportation components where there are existing sidewalks and bike lanes.

- **City (ies).** Tualatin
- **County(ies).** Washington County

Base project information

- **Corresponding RTP project number(s) for the nominated project.** 10715 (Herman Road from Teton to Tualatin, upgrade to standard two lane road.)
- **Attach a completed Public Engagement and Non-discrimination checklist (Appendix A).**
 Attached as Appendix A
- **Purpose and need statement (The purpose and need statement should address the criteria as they apply to the project, for example: increase non-auto trip access to essential services in the X town center, particularly for the high concentration of Y and Z populations in the project area).**

This project will complete a gap in the active transportation corridor to provide a safe connection between residential areas including lower income multifamily residential areas and the industrial/manufacturing employment areas in northwest Tualatin. The project will also improve

freight mobility by separating active transportation users from automobiles and freight along this important corridor. The project will provide bike lanes and sidewalks along a ½ mile stretch of Herman Road where currently, pedestrian and bicycle commuters must walk or ride on the roadway with the cars and trucks. Herman Road is a central part of the two Ride Connection last-mile bus routes within Tualatin. This project will evaluate locations along Herman Road where transit stops can be added in an area where no transit stops currently exist. Completing this gap in the pedestrian, bicycle, and transit transportation system will enable more users to move from cars to active transportation. When complete, the project will provide low income communities with a safer route to travel between home and work, providing improved active transportation facilities for 6,500 businesses, 6,000 nearby residents, and 2,000 monthly last-mile transit riders.

- **Attach a completed Active Transportation Design checklist (Appendix C).** Attached as Appendix C
- **Description of post implementation measurement of project effectiveness (Metro staff is available to help design measurement methodologies for post-construction project criteria performance).** This project will be considered successful if:
 1. *Public feels engaged in design process and solutions* – will use continuous public outreach and surveys to validate effectiveness of public involvement process during Preliminary Engineering and construction
 2. *Conflicts between bicycles/pedestrians and vehicles are eliminated or greatly reduced* – will measure with crash data, user surveys and police observations
 3. *We see increased bicycle, pedestrian, and transit travel to the employment center* – will use employer and user surveys to measure effectiveness
 4. *Vulnerable road users feel safer and more comfortable commuting to work by bike, transit, or on foot* - will use employer and user surveys to measure effectiveness
 5. *Automobile speeds are reduced to the speed limit* – will use a Jamar Technologies Radar Recorder <http://www.jamartech.com/radarrecorder.html> to measure speeds, number of vehicles, and length (type) of vehicle before and after the improvements along Herman Road .
 6. *Transit ridership increases through this corridor and additional businesses are served by Ride Share's last mile system* - will work with Ride Connection to obtain ridership counts before and after project. Will work with businesses to determine modal shift of employees.

During the Preliminary Engineering Phase of the project, the City will work with the community to identify other performance measures that will help everyone understand the success of the project.

Project Cost and Funding Request Summary

- **Attach a completed Cost Methodology workbook (Appendix E) or alternative cost methodology. Describe how the project cost estimate was determined, including details on project readiness and ability for project funding to be obligated within the 2019-21 timeframe. Reference**

availability of local match funds, status of project development relative to the requirements of federal-aid projects, and indicators of political and community support.

The Cost Methodology workbook attached as Appendix E was prepared for the entire project including construction. This grant application is only for Preliminary Engineering, which will occur during the 2019-21 timeframe. Local matching funds are available from the City’s Road Operations Fund and Washington County MSTIP Opportunity Funds, which were approved by WCCC on August 15th. \$100,000 in total local matching funds are available for Preliminary Engineering phase. This project is incredibly popular among the business and transportation communities in Tualatin and regionally as demonstrated by the 12 letters of support included with this application.

- **Total project cost**
(Include and describe any cost elements beyond those funded by the request + match):

Total project cost including Project Development, Engineering, Environmental, Right of Way, and construction is estimated to be \$5,327,000 (midyear of expenditure). This Funding Request is for only the Preliminary Engineering Phase (Project Development, P.E., and Environmental), \$625,000. The following table shows the total project amount, the RRFA request, and the local match amounts for each phase of the project through construction.

	Total Project Cost	RFFA Request	Local Match
Preliminary Engineering	\$ 725,000	\$ 625,000 ←	\$ 100,000 (13.8%)
↓ FUTURE PHASES (RFFA, MSTIP, OTHER, and Local Match) ↓			
Right-of-Way	\$ 1,152,000		
Construction	\$ 3,451,000		
Total	\$ 5,327,000		

All costs inflated to midyear of expenditure.

- **RFFA funding request by project phase:**
(e.g. Project Development, P.E., Environmental, ROW acquisition, Construction)

This Funding Request is for the **Preliminary Engineering Phase** only. Project costs for Construction and Right of Way will be refined during the Preliminary Engineering phase prior to requesting funding for construction.

Preliminary Engineering (including Environmental Assessment) \$625,000

- **Local match or other funds (for Preliminary Engineering phase)**
(Minimum match = 10.27% of funds requested + match): **\$100,000 (13.8%)**

Map of project area

- Provide a map of the project consistent with GIS shapefile standards found in Appendix B

The City has included a GIS Shapefile consistent with the standards found in Appendix B. The following map provides a closer view of the project vicinity.



Project sponsor agency – City of Tualatin

- **Contact information (phone # & email) for:**
- **Application lead staff:** Zoe Monahan | (503) 691-3020 | zmonahan@ci.tualatin.or.us
- **Project Manager:** Jeff Fuchs, PE | (503) 691-3034 | jfuchs@ci.tualatin.or.us
- **Project Engineer :** Dominique Huffman, PE (WA) | (503) 691-336 | dhuffman@ci.tualatin.or.us
- **Describe the agency's record in delivering federal aid transportation projects on time and budget or whether the lead agency has failed to deliver a federal aid transportation project and if so, why.**

The City of Tualatin was awarded a \$1,585,000 ConnectOregon V grant in 2014 for the Tualatin River Greenway Trail, a ¾ mile long bicycle and pedestrian facility that promotes active, healthy living while

connecting people with nature. The City successfully delivered this project on-time and within budget in 2016, including complying with prevailing wage contracting regulations. City staff submitted monthly progress reports to multiple representatives of ODOT throughout the project, as well as reporting on the project to the U.S. Census and the Bureau of Labor and Industries (BOLI). In addition to the successful completion of this latest project, the City has managed several other grant and bond measure funded park, library and facility projects in recent years.

- **Describe how the agency currently has the technical, administrative and budget capacity to deliver the project, with an emphasis on accounting for the process and requirements of federal aid transportation projects.**

The City of Tualatin has a strong reputation for administering similar types of projects. City staff has direct experience in establishing timelines, developing requests for proposals, reviewing plans and specifications, preparing bid documents and contracts, negotiating contracts and change orders, and approving requests for payment.

The City of Tualatin has a history of successfully managing capital projects, including those with sources of federal aid and previously with the State of Oregon. The City utilizes its financial reporting software to track and report on expenditures by project. Additionally, the City's accounting staff has sufficient technical expertise, which is led by the City's Finance Director who has over 13 years of experience in Local Government at the Finance Director level and the City's Assistant Finance Director who's experience includes over five years of A-133 audits as an auditor with a Certified Public Accounting Firm. The ending fund balance for the City's Road Operating fund is anticipated to exceed \$2.5 million as of June 30, 2016 and has an anticipated ending fund balance in excess of approximately \$1.1 million for FY16-17.

The City also funds both contingency and reserves as a part of its annual budget because it is prudent to maintain a level of financial resources to protect against the need to reduce service levels due to temporary revenue shortfalls or unpredicted one-time expenditures. The Government Finance Officers Association recommends that governments establish a formal policy on the level of contingencies and reserves and the City has done that.

The City is proud to have been awarded the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report for the last twenty-three years.

For many years the City has received an unqualified opinion from auditors, meaning that the financial statements presented fairly, in all material respects, the financial position of the activities of the City, in accordance with Generally Accepted Accounting Principles. The auditors noted no material misstatements or material weaknesses in internal controls during their audit.

Highest priority criteria

1. What communities will the proposed project serve? What are the estimated totals of low-income, low-English proficiency, non-white, elderly and young, and persons with disabilities populations that will benefit from this project, and how will they benefit?

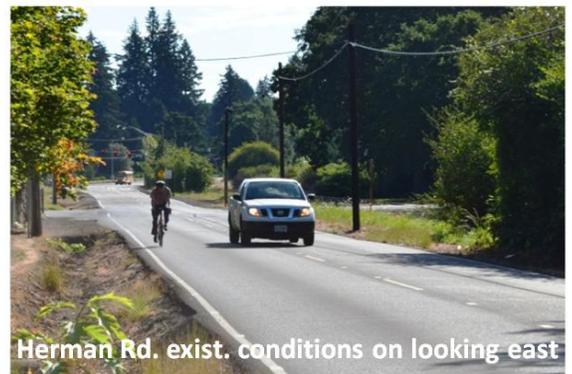
The completed project will serve employers and residents in three or more community categories in three census block groups directly surrounding the project area – 1) low-income residents, 2) people of color, and 3) elderly residents. The 6,197 people living and working within the three adjacent census block groups of the project include:

- 1,181 (19%) **low-income** residents compared to the low income population for all of the census block groups in the City (14%).
- 28% (1,743) of the people living in the adjacent census block groups are **people of color** compared to the people of color in the entire census block groups in the City (26%).
- 12% of the population in the census block groups adjacent to the project is **elderly** compared to 10% in the entire city.

Locally and regionally, this project will provide underserved people with additional options and safer options for getting to their places of employment completing the active transportation corridor. People currently bike and walk in the vehicle lanes along this corridor.

2. What safety problem does the proposed project address in an area(s) with higher-than-average levels of fatal and severe crashes? How does the proposed project make people feel safer in an area with high walking and bicycling demand by removing vehicle conflicts?

The Herman Road active transportation project will significantly improve safety in a transportation corridor that experienced 35 crashes between spring of 2012 and fall of 2015. The project will result in a higher quality transportation facility and safer user experience by providing separation between active transportation users and automobile traffic. Today, bicyclists are forced to share two 12-foot wide vehicle travel lanes with cars, buses, and trucks. Our Police Officers have also observed pedestrians sharing those same congested automobile lanes. This project will fix that.



This project will enable pedestrians and bicyclist to travel in a safer environment than they currently do when sharing two 12-foot travel lanes with cars, trucks, and buses. Adding sidewalks and bike lanes where they do not currently exist and providing buffered bikes lanes along the rest of the corridor will provide a safer more comfortable environment.

residential neighborhoods, the employment center to the west of the City, Downtown Tualatin, the US Post Office, the Police Department, Community Park, Juanita Pohl Center, Library, City Offices as well as access to TriMet bus line 76 and 96, and surrounding regional trails. The project will also provide a connection through downtown Tualatin and ultimately to Bridgeport Village, which is expected to be the terminus of the Southwest Corridor light rail alignment.

The project will greatly improve access for last-mile transit riders, bicyclists, and pedestrians providing people with new facilities where none currently exist and by providing additional connections for bikes, pedestrians, and transit riders.

4. How will the proposed project support the existing and planned housing/employment densities in the project area?

The project is located within one of Tualatin's major employment areas. There are more than 6,500 jobs within a quarter mile of the proposed project area and there is vacant industrial land that is projected for high employment growth in the future as the amount of available land dwindles. The existing businesses are growing and anticipate adding additional employees as the businesses grow in response to our vibrant regional economy. This project will provide thousands of employees with safe active transportation alternatives to commuting by car.

There are also over 6,000 residents in the three adjacent census block groups. The project will provide safe commuting options. People walk and bike in the project area today; this project will increase safety for people who must walk on Herman Road to get to employment and residential areas. People living in this area have a higher than average low income households than the City as a whole (19% in the project area and 14% in the City as a whole).

Higher priority criteria

5. How does the proposed project complete a gap or improve a deficiency in the Regional Active Transportation network? (See Appendix 1 of the Regional ATP: Network Completion, Gaps and Deficiencies).

Herman Road is an essential link in the active transportation network in Tualatin. The project fills a critical gap in the regional active transportation network for bikes, pedestrians, and transit riders. This project removes a major barrier to active transportation between a large employment area (6,500 jobs) and a large residential area (6,000 residents).

The Active Transportation facilities (bike lanes, sidewalks, and transit stops) proposed for this project will provide a much needed and safer alternative to the route along Tualatin-Sherwood Road that is currently identified on the Regional Active Transportation Plan. Tualatin - Sherwood Road does not function well as an active transportation corridor for transit riders, bicyclists, or pedestrians due to the very high volume of automobile traffic. On a bike, it is very difficult or impossible to make a left turn anywhere along the alignment. Merging from a right-hand bike lane across heavily trafficked vehicle lanes to reach the left turn lane is difficult at best. Pedestrian crossings along Tualatin -

Sherwood Road are few and far between and transit riders must wait through traffic when travelling along the corridor.

Herman Road is significant to the Region's employers, serving more than 6,500 jobs within a quarter mile of the project and thousands more throughout the Region. Once completed, Herman Road will provide an excellent alternative to Tualatin- Sherwood Road and will complete a gap within the city's active transportation network to connect employers with employees.

6. What design elements of the proposed project will lead to increased use of Active Transportation modes by providing a good user experience/increasing user comfort?

Currently, travelling along this stretch of Herman Road as a bicyclist or pedestrian is certainly an uncomfortable and often frightening experience (see photo in response to Question 2). This project will directly address the safety and comfort issues for active transportation users by including the following ten design elements for evaluation during the Preliminary Engineering phase:

- Sidewalk and curb where there currently none exists
- Landscape buffer where none currently exists
- Six foot wide buffered bike lanes
- ADA accessible curb ramps
- Narrowed travel lanes
- Improved signing
- Ride Connection stops for last-mile service
- Bike priority treatments at intersections and crossings
- Street trees in the landscape buffer
- Signal timing possible tied to existing SCATS system

What barriers will be eliminated or mitigated? The project will eliminate or mitigate the following ten barriers:

- Eliminate sidewalk gaps and complete the pedestrian corridor
- Mitigate pedestrian safety concerns by adding landscaped buffers and raised curbs
- Eliminate bike lanes gaps and complete the bike route
- Mitigate safety hazards inherently present when automobiles share the roadway with bicyclists or pedestrians
- Mitigate safety hazards associated with limited separation between bikes and automobiles by providing buffered bike lanes
- Mitigate higher vehicle speeds by reducing lane widths
- Eliminate ADA accessibility barriers by adding curb ramps and ADA facilities where none exist today
- Mitigate distance between last-mile transit stops by providing safe transit facilities

- Mitigate impacts on freight travel by providing separate facilities for pedestrians and bicyclists and
- Eliminate barriers between employers and employees by providing safe alternative modes of travel for those who don't own a car or choose not to drive.

7. How does the proposed project complete a so-called 'last-mile' connection between a transit stop/station and an employment area(s)?

This project will complete a last mile transit connection for more than 6,500 employees located within one quarter mile from the project along Herman Road. There are over 25,000 jobs in Tualatin and the number of jobs available continues to increase. The number of jobs in Tualatin grew 19% between the years 2010 – 2014 which is the largest amount of job growth in the region. By widening the corridor to include sidewalks, bike lanes, buffers, landscaping and transit stops, this project will greatly improve safety, comfort and convenience for transit customers who use or want to use Ride Connection's last mile bus routes to reach employment, commercial, municipal, and residential centers. This small project will have a huge impact on Ride Connection's ability to serve employers along the corridor, including Kai USA, Precision Graphics, Pacific Foods, LAM, and Airefco. The location of transit stops along the corridor will be determined during Preliminary Engineering phase of the project, but a likely location for new last-mile stop would be just east of Teton Road on Herman Road.

There are a number of popular destinations near the intersection of Herman Road and Teton Road for commuters on the Shuttle including QBF, IMC, Kershaw, Precision Wire and California Closets. These riders currently use an existing stop and walk or they will use a "flag stop" which allows riders to get on or off along the route when it is safe.

Priority criteria

8. How will the public be engaged relative to the proposed project? Include description of engagement during project development and construction, as well as demand management efforts to increase public awareness and utilization of the project post-construction. (Metro Regional Travel Options staff is available to help design an effective and appropriate level of education and marketing for your project nomination).

There will be a robust public engagement process as a part of this project. This will include an ongoing process which is integrated into the design development of this project. A listening phase will be incorporated to determine community design feedback, goals, and desires for the project area. Schematic Preliminary Engineering and outreach will occur. This phase will include conceptual level design work based on the input received during the public outreach phase. An onsite walking tour will be available to stakeholders, residents, and businesses to discuss the possibilities and constraints with the public before the starting the public outreach process.

Alternative design solutions will be developed and refined based on community desires that are consistent with acceptable engineering standards. The public outreach will include community

stakeholder briefings, small group meetings, online surveys, and community workshops. The public engagement will not only seek community wide input, it will focus on the people who live and work near the project area. There public outreach will also specifically seek the input of elderly, young, low income, and Spanish speaking populations.

The feedback received as a result of the public engagement process will help inform the appropriate types of infrastructure improvements to ensure that they are safe and useful to the populations who will be served.

9. What additional sources of funding, and the amounts, will be leveraged by an investment of regional flexible funds in the proposed project?

On August 15th, the WCCC confirmed Washington County’s commitment to provide \$70,000 of MSTIP Opportunity Funds to help provide local match for this important regional project. On August 22nd, the Tualatin City Council voted to approve Resolution 5293-16 authorizing City staff to submit this application and demonstrating their commitment to moving forward with this active transportation project. The City of Tualatin will contribute \$30,000 from the Road Operations Fund for the Preliminary Engineering Phase of the project.

The future construction phase of the project will likely include funding from the City’s Road Operating Fund, potentially funding from future MSTIP Opportunity Funding, and likely funding from the City’s Stormwater Fund to pay for associated stormwater work necessary to widen the corridor. The City will also pursue regional, state, and federal funding opportunities such as future Statewide Transportation Improvement Program (STIP), Connect Oregon and Regional Flexible Fund Allocation (RFFA).

In addition, the City will provide a staff Project Manager to make sure the project goes smoothly and federal and state requirements are met. The City will also dedicate staff time to actively manage payments to consultants and contractors for the life of the project.

10. How will the proposed project provide people with improved options to driving in a congested corridor?

Based on the huge amount of support expressed by the many letters (Appendix F) we received from employers and regional transportation leaders, we believe this project will encourage people to change their transportation patterns and remove cars from the surrounding congested roadways.

The Herman Road corridor is vital to providing options to driving on crowded east-west corridors in Tualatin. The project runs parallel to Tualatin-Sherwood Road and is easily accessible from that roadway on SW 124th Avenue and Teton Avenue making Herman Road an essential alternative to heavily travelled and highly congested Tualatin – Sherwood Road. Completing the link for pedestrians, bicyclists, and transit riders along Herman Road between SW 124th Avenue and Tualatin Road will open the door to many trip options that do not include driving.

The sidewalks and bike lanes proposed in this project will provide safer and more comfortable alternatives to driving to work. Completing bicycle, pedestrian, and transit facilities will connect residential neighborhoods with more than 6,500 jobs in a major employment area. The project will also improve Herman Road to allow for transit stops on the existing last-mile transit shuttle, served by Ride Connection. The Ride Connection shuttle connects Tualatin's employment areas with Tualatin's WES transit station and TriMet's 96 express bus to downtown Portland. Currently the roadway consists of two 12-ft travel lanes with no bike lanes, sidewalks, or transit stops.

Process

- **Describe the planning process that led to the identification of this project and the process used to identify the project to be put forward for funding consideration. (Answer should demonstrate that the process met minimum public involvement requirements for project applications per Appendix A)** Attached as Appendix A

The Herman Road project was identified in the 2014 Transportation System Plan (TSP) update. The TSP update included extensive public engagement. As a part of the TSP process the city actively engaged the community. Residents, businesses, employees, and partner agencies were encouraged to participate. The City provided a variety of ways for the community to participate in the process. There were 14 task force meetings and two online open houses in addition to community briefings and outreach events. The outreach process was designed for fun and easy participation. The public engagement process provided meaningful ways for people to influence outcomes. The City also used existing communication resources to reach as many community members as possible. The City reached out to the Spanish speaking segment of the population by attending the Bridgeport Elementary School Parent – Teacher Association and attempted to meet with Churches which provide services in Spanish. We also distributed 500 Spanish postcards.

Moving forward, the Herman Road Active Transportation project will include a robust public engagement process. We will engage the public to help identify the best project elements to increase safety and meet the needs of the community. The City will specifically reach out to low income populations, people of color, Spanish speakers, elderly, youth and disabled populations.

- **Describe how you coordinated with regional or other transportation agencies (e.g. Transit, Port, ODOT, Metro, Freight Rail operators, ODOT Region 1, Regional Safety Workgroup, and Utilities if critical to use of right-of-way) and how it impacted the project location and design.**

The City of Tualatin has strong working relationships with partner agencies locally and regionally including; TriMet, Ride Connection, ODOT, Washington County and Metro. We will engage these agencies during the design development phase of the project. These agencies will be engaged as a part of a technical review committee during the preliminary engineering process. As a part of the committee, these partner agencies will provide valuable input regarding the design elements, public engagement process, as well as technical support regarding best practices and specific active transportation treatments to consider. The expertise of our partners will help the city design the most appropriate active transportation corridor for our community.