



Active Transportation & Complete Streets Projects

Name of Project *Completing Division Street: Birdsdale to Wallula*

(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: street(s), intersection(s), path or area. *Division Street*
- Beginning facility or milepost. *Birdsdale Avenue*
- Ending facility or milepost. *Wallula Avenue*
- Provide a brief description of the project elements: *This project will complete a gap in the regional bicycle and pedestrian routes by adding bicycle facilities, sidewalks, utility obstruction relocation and ADA compliant intersection improvements.*
- City (ies). *City of Gresham*
- County(ies). *Multnomah County*

Base project information

- **Corresponding RTP project number(s) for the nominated project.**

RTP Project Numbers:

1. *10440: Division Street Multimodal Improvements, retrofit street to add bicycle facilities, sidewalks, and explore other multimodal facilities and connections from West City Limits to Wallula*
2. *10432: Division Street Improvements, Complete boulevard design improvements from Birdsdale to Wallula*

- **Attach a completed Public Engagement and Non-discrimination checklist (Appendix A).**

Public Engagement and Non-Discrimination checklist is attached as Attachment 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 fill in a significant gap in the active transportation network by adding continuous sidewalks, curbs, ADA compliant curb ramps and bike lanes on Division between Birdsdales and Wallula, a very auto-centric environment. It supports the Powell Division High Capacity Transit Project and access to key regional destinations including the Gresham Downtown Regional Center and Title 4 Industrial and Employment Land. The community served by this project include higher than average low-income, low-English proficiency, non-white, elderly, young and persons with disabilities populations when compared to Gresham citywide and the region.

- **Attach a completed Active Transportation Design checklist (Appendix C).**

Active Transportation Design checklist is included as Attachment B.

- **Description of post implementation measurement of project effectiveness (Metro staff is available to help design measurement methodologies for post-construction project criteria performance).**

The City of Gresham will monitor bicycle and pedestrian volumes and crossings at the Gresham-Fairview Trail intersection annually via the Regional Trail Counts program with Metro. As feasible based on staff and volunteer resources, Gresham will also monitor bicycle and pedestrian volumes at intersections within this project scope (i.e., Division Street from Birdsdales to Wallula) to determine anticipated increases in volumes and increased access to the Civic and Downtown Regional Centers as well as the regionally significant Gresham-Fairview Trail. The City will also annually monitor crash events within the project area. Opportunities to work with local schools within the Gresham-Barlow School District that may connect via the scope of this project through the City's Safe Routes to Schools Program to encourage walking and biking to school will be pursued.

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**

Cost Methodology Workbook is included as Attachment C.

The project cost estimate was determined utilizing the RFFA Cost Methodology workbook, based on 2016 dollars. The City is ready for obligation of funds and project construction during the 2019-2021 timeframe. Local match funds of 25% will be sourced from System Development Charge revenues.

City Council is supportive of this project and advanced it as a priority for the MTIP/Flexible Funds program during its June 7, 2016 Council meeting.

- **Total project cost**
\$4,612,380
- **RFFA funding request by project phase:**

Project Development	\$660,161
Right-of-Way	\$622,405
Construction	\$2,176,718
- **Local match or other funds**
25 percent match using Gresham system development charge revenues.

Map of project area

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

A map of the project consistent with the GIS shapefile standards is included as Attachment D.

Project sponsor agency

- **Contact information:** *Katherine Kelly; 503-618-2110; Katherine.Kelly@GreshamOregon.gov*
- **Application lead staff:** *Katherine Kelly*
- **Project Manager (or assigning manager):** *Jeff Shelley, PE*
- **Project Engineer (or assigning manager):** *Jeff Shelley, PE*
- **Describe the agencies 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 Gresham has delivered several federal-aid projects in recent years, providing project design, consultant selection, advertisement bid & award, construction surveying, construction inspection, and other construction administration functions. Recently completed projects include:

- *Hood Ave: This project included construction of curb extensions, stormwater treatment facilities and pedestrian scale lighting in downtown Gresham.*
- *NE 172nd Avenue/HB Lee Middle School: This project constructed sidewalk and ADA improvements around HB Lee Middle School as part of the Safe Routes to School program.*
- *190th Avenue: This project constructed additional travel lanes, turn lanes and bike lanes, a new traffic signal and storm water pre-treatment facilities on Pleasant View Drive (190th Ave) between Highland Drive to Willow Parkway*
- *Wy'East Way Path (aka "Max Path"): This project, constructed a bicycle/pedestrian path parallel to the light rail line between the Ruby Junction Station and Cleveland Station light rail stations.*

Each of these projects were delivered within their respective budgets.

In addition to these projects, the following projects are either upcoming or in various stages of development and are on track and within budget:

- *Cleveland Avenue (Powell to Stark) Phase 1: This project including project design from Stark to Powell and complete street construction between Burnside and Powell East Metro*

Connections ITS: Update traffic signal hardware and communications; install changeable message sign

- *Sandy Boulevard Improvement Project: Construction of multimodal, freight access and mobility facilities, NE 181st Avenue to East Gresham City Limit*
- *Hogan Road: Operational improvements, signal upgrades, bicycle and pedestrian improvements, NE Burnside to East Powell Boulevard.*

- **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.**

Through the Oregon Department of Transportation, Active Transportation Section, the City of Gresham has received Local Agency Certification in the Advertise, Bid and Award phase of project delivery. Currently, the City is seeking full certification from ODOT in the following additional project delivery areas:

- *Design*
- *Construction Contract Administration.*

Through this process, the City has developed a detailed set of project delivery guides, QA/QC guidelines, and boilerplate contract documents to ensure effective delivery of federal aid transportation projects. Technically, these documents are intended to guide current staff and educate future staff regarding federal aid project delivery and compliance.

In its efforts to become fully certified to own and manage federal projects, City of Gresham is currently going through a process with ODOT to review City of Gresham's processes and procedures to verify compliance with federal and state laws and rules. Under conditional certification, City of Gresham is operating as a certified agency, but with increased oversight by ODOT to ensure compliance with all agreements and standards.

The City has engineering, planning and administrative staff qualified and experienced in delivering federal aid projects including project design, public involvement and contract management. Gresham has a full-service finance department and regularly undergoes both internal and external audits. The City's budget capacity includes all required staff.

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?**

This project will serve communities with higher than average low-income, low-English proficiency, non-white, elderly, young and persons with disabilities populations, as measured by average bus ramp deployment, when compared to the regional population and to the Gresham population

citywide. More specifically, per the Regional Equity Atlas and TriMet ridership data, the percentages of equity communities this project will serve are:

	Division Average	Gresham Average	Region Average
Low Income	19.00%	12.96%	8.90%
Low English Proficiency	1.10%	0.80%	0.83%
Non-White	36.30%	27%	15.30%
Elderly	6.80%	6.40%	6.60%
Young	20.30%	23.30%	13%
Persons With Disabilities – Monthly Bus Ramp Deployment Average	130	99	168

Of the 6 communities identified within the equity criteria, 5 are higher than average in numbers when compared to both Gresham and the region. The percent of elderly population within this project area is relatively consistent in numbers with the region and citywide. The Regional Active Transportation Plan has identified Division from SE Grand Avenue to NE Kane Drive as a “pedestrian corridor with higher percentages of underserved populations within one mile in 2010.”

Division Street is an important east/west arterial that traverses through the middle of Gresham and connects regional and local destinations. It is also a critical gap in the active transportation network because it lacks continuous, accessible bicycle and pedestrian facilities and alternate routes are over one quarter of a mile round trip out of direction and not practical. Travel as a pedestrian or bicyclist within this 5 lane arterial is not a safe environment. As such, Division Street serves as a barrier for the community it serves which consists of higher than average low income, low English proficiency, non-white, young and persons with disabilities. These residents face a barrier to travel east/west via walking or cycling as well as access to transit stops along one of the region’s highest ridership bus lines (Line 4), employment, places of worship and homes. This project addresses that barrier by providing continuous obstruction-free and buffered sidewalks, bike lanes and ADA compliant curb ramps from Birdsdale to Wallula.

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?

This segment currently lacks continuous, accessible sidewalks and bicycle lanes and steep grades often force pedestrians and bicyclists into the vehicle lanes of this highly used five-lane arterial. The Division Street corridor between Birdsdale and Wallula experienced one fatal crash and 34 non-fatal crashes between 2010 and 2014. This segment also has high active transportation demand. The Regional Active Transportation Plan designates Division Street as a Pedestrian Parkway and a Regional Bikeway. With enhanced facilities, it also anticipates increased bicycle and pedestrian demand:

- *Central Gresham and on to Wood Village, and Fairview is an area in the region that shows the highest level of bicycle activity in 2035 with a completed bicycle network;*
- *Division Street, Portland to Gresham is a bikeway route that shows high to moderate bicycle volumes in 2035 with a completed bicycle network;*
- *Gresham Town Center is a pedestrian district that, when the pedestrian network is completed, shows a high number of people with increased access to destinations within a 1 mile walk in 2035 (this project is within 1-mile of the Gresham Town Center);*
- *Division – SE Grand Ave to NE Kane Drive is a pedestrian corridor that when the pedestrian network is completed shows a high number of people with increased access to destinations within a 1 mile walk in 2035;*
- *Gresham-Fairview Trail is a trail that when the pedestrian network is complete shows a high number of people with increased access to destinations within a 1 mile walk in 2035 (this project will contribute to the completion of the pedestrian network and eventually intersect with the Gresham-Fairview Trail);*
- *Gresham-Fairview Trail is a trails that shows high to moderate bicycle volumes in 2035 (this project will contribute to the completion of the pedestrian network and eventually intersect with the Gresham-Fairview Trail).*

The project will add sidewalks and continuous curbs and gutters as well as bicycle lanes and ADA compliant curb ramps. These amenities will define users’ space as a pedestrian, bicyclist and vehicle driver as well as remove vehicle conflicts and ensure people of all ages and abilities have access to a safe and accessible travel environment. Furthermore, they will serve as a direct link between the Gresham Regional and Gresham’s Enterprise Zone/Metro designated Title 4 land and as enhanced access to transit.

3. What priority destinations will the proposed project will serve? How will the proposed project improve access to these destinations?

This project will serve pedestrian, bicycle and transit access to three regionally designated priority destinations: 1) Gresham Regional Center, 2) Title 4 Employment and Industrial Land/Enterprise Zone to the north and south of Division, west of Birdsdales; and 3) the Gresham-Fairview Trail. Division Street is identified in the Metro Active Transportation Plan as a “Pedestrian Parkway” and as a “Regional Bikeway;” in the East Metro Connections Plan as a “Regional East West Transit Link” investment package; and is the selected route for Bus Rapid Transit in the Powell Division High Capacity Transit Project. Through all of these planning efforts, Division Street has been recognized as a critical spine to the active transportation network. The proposed project will fill a major gap in this spine and will serve three regional priority destinations as well as higher than average numbers of people identified in environmental justice communities as discussed in criteria 1 by providing active transportation options within a very auto-centric environment.

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

This project will support existing and planned housing and employment densities within the Gresham Regional Center and the Enterprise Zone/Title 4 land north of Division, west of

Birdsdale. Gresham's Downtown Regional Center includes Gresham's Civic Neighborhood and Downtown by completing a critical gap in the active transportation network that links these two regionally important destinations.

The Gresham Regional Center and is an active hub for employment, housing and transit. Per the Metro Community Investment Strategy, State of the Centers: Investing in Our Communities, the Gresham Regional Center "has 4,684 residents, 6,902 employees and 2,098 dwelling units" and contains 692 gross acres." Furthermore, "Aspirations reflected in adopted plans for development in the downtown portion of the Regional Center include growing from 2,500 jobs to 6,000 jobs and from 1,000 residents to 3,300 residents. In Civic Neighborhood, aspirations reflected in adopted plans call for doubling from 1,000 jobs to 2,000 jobs and increasing residences five-fold from 400 residences to 2000" (Policy Report Achieving Sustainable, Compact Development in the Portland Metropolitan Area: New Tools and Approaches for Developing Centers and Corridors).

Gresham Enterprise Zone is a development tool to incent industrial development, creating higher wage jobs and higher capital investments within the zone boundary.

This project will provide a direct multimodal connection between the Gresham Regional Center and Gresham Enterprise Zone/Title 4 Land, two areas with high levels of projected housing and employment.

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).**

This project fills a major Regional Active Transportation Plan gap and removes a major barrier to people walking, biking and taking transit along this critical spine in the active transportation network. The project will complete ATP project "B21: SE/NW Division Street, from SE 50th in Portland to SE Troutdale Road in Gresham." The gap will be filled by constructing continuous sidewalks and bicycle lanes, improving curbs and constructing ADA compliant curb ramps between Birdsdale and Wallula.

Barriers to be removed are utility poles and mailboxes currently located in the sidewalks that do exist. They will be relocated to create an ADA compliant and continuous sidewalk from Birdsdale to Wallula.

Furthermore, Gresham's 2035 Transportation System Plan (TSP) prioritizes the infill of missing segments of sidewalks through its "missing links" program. Major destination routes are prioritized for sidewalk infill and Gresham's Downtown and Civic Neighborhood are recognized as a prioritized route. The Metro Regional Transportation Plan (RTP) identifies Division Street Improvements from Birdsdale to Wallula as project #10432. The description is to complete boulevard design improvements in support of the Regional Center and Active Transportation. This will be accomplished where right-of-way and existing constraints allow.

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? What barriers will be eliminated or mitigated?

This proposed complete streets project will add the street elements needed to create a good user experience and increase user comfort and, as a result, encourage active transportation modes. This project fills a critical gap in the active transportation network and eliminates existing barriers where sidewalks do exist. This project promotes a healthy community by creating a safer and accessible bicycle and pedestrian environment along an auto-centric arterial.

More specifically, this project includes 5 design elements listed in the “Active Transportation Design Guidelines” (checklist is included in this application packet as Attachment B). The design elements featured are:

- *The north side of Division currently has missing sidewalk segments. Existing sidewalks are obstructed by utility infrastructure in many locations. The south side of Division currently has a discontinuous sidewalk between Birdsdale and Wallula that it is feet wide and also obstructed by utility infrastructure in many locations. This project adds 5-foot sidewalks and improves existing curbs to provide vertical delineation of pedestrian right-of-way.*
- *This corridor is currently obstructed in many locations by utility infrastructure. This project relocates utilities and creates a sidewalk clear zone of at least 4 to 6 feet along the entire project length. The preferred clear zone will be 6 feet but this is a corridor constrained by many existing obstructions. Where the 6 foot clear zone is not possible, it may be reduced to 4 or 5 feet.*
- *Sidewalks are either missing or obstructed by utility infrastructure in many locations. Curb ramps are either missing or not built to ADA standards in many locations. This project removes obstructions from the primary pedestrian-way by relocating existing utilities and adds missing curb ramps at these intersections: Battaglia, Birdsdale, Wonderview, Bella Vista, Angeline, and Towle.*
- *This project narrows all travel lanes.*
- *This project adds pedestrian countdown signal heads at Birdsdale.*

The design elements of this project are challenging because Division was built to a sub-standard cross section and has a narrow right-of-way. The majority of Division’s entire length has been developed, further complicating full standard arterial improvements. The concept design accommodates for existing constraints and will make a substantial improvement to the active transportation network for local and regional users and lead to increased use of active transportation modes.

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 links the Gresham Regional Center and Title 4/Enterprise Land, two regionally designated employment areas. The Division Street Corridor is also served by TriMet's #4 bus route, which has the second-highest ridership in the Portland Metro Region and is the planned route for the Region's first bus rapid transit service. There are eight bus stops within the project extents of Birdsdales to Wallula and the addition of sidewalks and bicycle lanes will greatly improve access to the Regional Center and 182nd Avenue/Division, two areas that have transit stops with the highest ridership. Additionally, the Powell Division High Capacity Transit project has identified potential station areas at 182nd/Division, Eastman/Division and the Gresham Transit Center. This project will greatly enhance direct access to each of those station areas.

As identified in the East Metro Connections Plan, Division Street is a "Regional East West Transit Link," connecting riders to key employment areas. This project will complete a critical gap along this corridor and create a safe and accessible 'last-mile' connection for transit users to and from stops/stations to key destinations.

Priority criteria

- 8. How the public will 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).**

This project has been identified as a critical corridor that needs to be designed and built through three planning efforts that included robust community engagement: 1) Powell Division High Capacity Transit Project, 2) East Metro Connections Plan and 3) update of the City's Transportation System Plan. Additionally, City Council confirmed this project as a critical project for RFFA funding at their June 7th public meeting.

The City of Gresham adheres to the following principles, adopted by City Council, when engaging the public:

- Value active citizen involvement as essential to the future of our community.*
- Respect and consider all citizen input.*
- Encourage effective outreach efforts that reflect the city's rich diversity.*
- Promote communications and processes that encourage citizen participation and produce results.*
- Involve citizens early in policy development and planning projects.*
- Respond in a timely manner to citizens' input and respect all perspectives and insights.*
- Coordinate City outreach and involvement activities to make the best use of citizens' time and efforts.*

When this project enters into project development, Gresham staff will engage the public, particularly area residents, businesses and jurisdictional partners in accordance with these principles and those in the Public Engagement and Non-discrimination checklist to garner feedback on the design and area needs/concerns regarding transportation along the corridor. Engagement

will include public meetings, site visits, conversations with business owners and residents and a project webpage.

The community will be informed of timing of impacts throughout the construction phase with public notice guidance from the Public Engagement and Non-discrimination checklist. All efforts will be made to create least impact possible during the construction phase.

Gresham is actively engaged in Metro’s Regional Travel Options marketing subcommittee and has both proven experience and success in conducting outreach regarding the use of non-auto modes. Gresham will utilize this experience and success to increase public awareness and use of the project post-construction. Monitoring of travel mode change is supported through work with Metro as well as staff-led annual parking volume counts in Downtown Gresham as well as parking data conducted at parking garages in the Civic regional center.

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

Gresham will match 25% of the project cost with City System Development Charge funds. Additionally, the City of Gresham was awarded Transportation, Community, and System Preservation Program funding to design and build the Division Street Corridor “Complete Street” between the Gresham-Fairview Trail and Wallula Avenue. The award was less than requested and does not cover the full project cost. However, it will be used as leverage for this funding opportunity.

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

The Atlas of Mobility Corridors identifies the Fairview/Wood Village/ Troutdale to Damascus mobility corridor (Corridor 24). More specifically, it states:

The Fairview/Wood Village/ Troutdale to Damascus mobility corridor encompasses the arterial and collector streets that provide connections to I-84 and US 26, as well as transit service and bicycle routes that support movement in and through the corridor. SE 223rd, SE 238th/242nd/Hogan and SE 257th/Kane provide intra- and interregional travel between Gresham and central Oregon. Although the corridor has a well-connected arterial and collector street grid, the local street network is generally discontinuous with many cul-de-sac and dead-end streets.

The East Metro Connections Plan was the first mobility corridor refinement plan to come out of the 2035 Regional Transportation Plan. The intent of EMCP was to study and develop a plan for travel between Highway 26/Powell Boulevard and I-84 in recognition of the importance of this corridor for freight, commercial, commute and recreation travel. It adopted proposed investments that, “emerged through prioritization of over 200 transportation projects evaluated and target enhancements with a focus on: 1. North/south Connections; 2. Downtowns and employment areas;

3. Regional mobility.” Division Street is identified as a “Regional east-west transit link” and important corridor for regional mobility.

Division Street carries an average of 23,500 vehicles daily and is a direct route between downtown Gresham and downtown Portland. As the Gresham Regional Center and Enterprise Zone areas meet their development potential, volumes will increase. By making the proposed improvements, people will have new accessible walking and biking options and improved access to transit in an auto-centric corridor.

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)**

The Division Street project has been identified as a priority project since Gresham adopted its first Transportation System Plan in 2002; needed for multimodal connectivity, mobility, access to key destinations and safety within inner Gresham. The 2002 TSP was developed, and then updated in 2014, through a public process that included citizen stakeholder committees, publicly noticed public forums, presentations to Neighborhood Associations and publicly noticed public hearings before the City’s Planning Commission and Council. Improving Division Street between Birdsdale and Wallula to an urban “complete street” standard was identified as a priority through those efforts. Accordingly, the City of Gresham was awarded Transportation, Community, and System Preservation Program funding to design and build the Division Street Corridor “Complete Street.” The project now appears in the 2035 TSP as part of Project #111, which supports improved transit and access to transit service along the entirety of Division Street within Gresham’s city limits.

Furthermore, City Council advanced this project as a priority for the MTIP/Flexible Funds program during its June 7, 2016 Council meeting. That public meeting had public notice and comment opportunities per the requirements of Appendix A. Continued public involvement will meet the requirements of Appendix A.

- **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.**

Gresham staff has coordinated with Metro, TriMet, ODOT and surrounding jurisdictional partners through several planning efforts that have prioritized Division as a critical corridor for active transportation, including transit. Those planning efforts are: Regional Active Transportation Plan, East Metro Connections Plan and the Powell Division High Capacity Transit Project. This coordination has led to the identification multimodal improvements to Division a regional priority and has impacted project location by focusing funding opportunities on this project.

ATTACHMENT A

Public Engagement and Non-discrimination checklist

Public engagement and non-discrimination certification Regional flexible funds 2019 -21

Background and purpose

Use of this checklist is intended to ensure project applicants have offered an adequate opportunity for public engagement, including identifying and engaging historically underrepresented populations. Applications for project implementation are expected to have analyzed the distribution of benefits and burdens for people of color, people with limited English proficiency and people with low income compared to those for other residents.

The completed checklist will aid Metro in its review and evaluation of projects.

Instructions

Applicants must complete this certification, including a summary of non-discriminatory engagement (see Section B), for projects submitted to Metro for consideration for 2019 -21 regional flexible funding.

Project sponsors should keep referenced records on file in case of a dispute. Retained records do not have to be submitted unless requested by Metro.

Please forward questions regarding the public involvement checklist to regional flexible funds allocation project manager Dan Kaempff at daniel.kaempff@oregonmetro.gov or 503-813-559.

1. Checklist

Transportation or service plan development

- ✓ At the beginning of the agency's transportation or service plan, a public engagement plan was developed to encourage broad-based, early and continuing for public involvement.

Retained records: public engagement plan and/or procedures

Response: Gresham staff prepared a public involvement plan at the beginning of its Transportation System Plan (TSP) update in September 2010. The plan was developed in accordance with the City's citizen engagement plan and included a variety of engagement strategies throughout every phase of the TSP update.

- ✓ At the beginning of the agency's transportation or service plan, a jurisdiction-wide demographic analysis was completed to understand the location of communities of color,

limited English proficient and low-income populations, disabled, seniors and youth in order to include them in engagement opportunities.

Retained records: summary of or maps illustrating jurisdiction-wide demographic analysis

Response: Chapter 2, Section 4 of Gresham's TSP contains the environmental justice analysis done for the TSP update.

✓ Public notices included a statement of non-discrimination (Metro can provide a sample).

Retained records: public engagement reports including/or dated copies of notices

Response: All public notices included a statement of non-discrimination.

✓ Throughout the process, timely and accessible forums for public input were provided.

Retained records: public engagement reports including/or descriptions of opportunities for ongoing engagement, descriptions of opportunities for input at key milestones, public meeting records, online or community survey results

Response: Each phase of the TSP update included substantial opportunities for public involvement utilizing a variety of involvement strategies.

✓ Throughout the process, appropriate interested and affected groups were identified and contact information was maintained in order to share project information, updates were provided for key decision points, and opportunities to engage and comment were provided.

Retained records: public engagement reports including/or list of interested and affected parties, dated copies of communications and notices sent, descriptions of efforts to engage the public, including strategies used to attract interest and obtain initial input, summary of key findings; for announcements sent by mail or email, documented number of persons/groups on mailing list

Response: Staff maintained contact information of interested persons/groups and notified them as key decision points and opportunities to engage/comment arose.

✓ Throughout the process, focused efforts were made to engage underrepresented populations such as communities of color, limited English proficient and low-income populations, disabled, seniors and youth. Meetings or events were held in accessible locations with access to transit. Language assistance was provided, as needed, which may include translation of key materials, using a telephone language line service to respond to questions or take input in different languages and providing interpretation at meetings or events.

Retained records: public engagement reports including/or list of community organizations and/or diverse community members with whom coordination occurred; description of language assistance resources and how they were used, dated copies of communications and notices, copies of translated materials, summary of key findings

Response: The City was a partner in Multnomah County's "Communities Putting Prevention to Work" grant, awarded by the Center for Disease Control and Prevention, at the same time as the TSP update. This grant provided additional resources and community partners for a more focused effort to engage underrepresented populations.

- ✓ Public comments were considered throughout the process, and comments received on the staff recommendation were compiled, summarized and responded to, as appropriate.

Retained records: *public engagement reports or staff reports including/or summary of comments, key findings and final staff recommendation, including changes made to reflect public comments*

Response: *Staff prioritized responses to public comment throughout the TSP update.*

- ✓ Adequate notification was provided regarding final adoption of the plan or program, at least 15 days in advance of adoption, if feasible, and follow-up notice was distributed prior to the adoption to provide more detailed information. Notice included information and instructions for how to testify, if applicable.

Retained records: *public engagement reports or final staff reports including/or dated copies of the notices; for announcements sent by mail or email document number of persons/groups on mailing list*

Response: *Adequate notification was provided as described.*

Project development

This part of the checklist is provided in past tense for applications for project implementation funding. Parenthetical notes in future tense are provided for applicants that have not completed project development to attest to ongoing and future activities.

- ✓ At the beginning of project development, a public engagement plan was (is budgeted to be) developed to encourage broad-based, early and continuing opportunity for public involvement.

Retained records: *public engagement plan and/or procedures*

- ✓ At the beginning of project development, a demographic analysis was (is budgeted to be) completed for the area potentially affected by the project to understand the location of RFFA communities of color, limited English proficient and low-income populations, disabled, seniors and youth in order to include them in engagement opportunities.

Retained records: *summary of or maps illustrating demographic analysis*

- ✓ Throughout project development, project initiation and requests for input were (will be) sent at least 15 days in advance of the project start, engagement activity or input opportunity.

Retained records: *public engagement reports including/or dated copies of notices*

- ✓ Throughout project development, public notices included (will include) a statement of non-discrimination.

Retained records: *public engagement reports including/or dated copies of notices*

- ✓ Throughout project development, timely and accessible forums for public input were (will be) provided.

Retained records: public engagement reports including/or descriptions of opportunities for ongoing engagement, descriptions of opportunities for input at key milestones, public meeting records, online or community survey results

- ✓ Throughout project development, appropriate interested and affected groups were (will be) identified and contact information was (will be) maintained in order to share project information, updates were (will be) provided for key decision points, and opportunities to engage and comment were (will be) provided.

Retained records: public engagement reports including/or list of interested and affected parties, dated copies of communications and notices sent, descriptions of efforts to engage the public, including strategies used to attract interest and obtain initial input, summary of key findings; for announcements sent by mail or email, documented number of persons/groups on mailing list

- ✓ Throughout and with an analysis at the end of project development, consideration was (will be) given to the benefits and burdens of the project for people of color, people with limited English proficiency and people with low income compared to those for other residents, as identified through engagement activities.

Retained records: staff reports including/or description of identified populations and information about benefits and burdens of the project for them in relation to other residents;

- There was a finding of inequitable distribution of benefits and burdens for people of color, people with limited English proficiency and people with low income

Submitted records: for a finding of inequitable distribution of benefits and burdens, attach analysis, finding and documentation justifying the project and showing there is no less discriminatory alternative.

- ✓ Public comments were (will be) considered throughout project development, and comments received on the staff recommendation were (will be) compiled, summarized and responded to, as appropriate.

Retained records: public engagement reports or staff reports including/or summary of comments, key findings and final staff recommendation, including changes made to reflect public comments

- ✓ Adequate notification was (will be) provided regarding final adoption of the plan, at least 15 days in advance of adoption, if feasible, and follow-up notice was distributed prior to the adoption to provide more detailed information. Notice included (will include) information and instructions for how to testify, if applicable.

Retained records: public engagement reports or final staff reports including/or dated copies of the notices; for announcements sent by mail or email document number of persons/groups on mailing list

2. Summary of non-discriminatory engagement

Attach a summary (1-2 pages) of the key elements of the public engagement process, including outreach to communities of color, limited English and low-income populations, for this project or transportation or service plan.

A summary of non-discriminatory engagement is attached.

3. Certification statement

City of Gresham (agency) certifies adherence to engagement and non-discrimination procedures developed to enhance public participation and comply with federal civil rights guidance.

As attested by:

Katherine Kelly
(signature)

Katherine Kelly, Comprehensive Planning Manager
(name and title)

8/25/2014
(date)

2. Summary of non-discriminatory engagement

Attach a summary (1-2 pages) of the key elements of the public engagement process, including outreach to communities of color, limited English and low-income populations, for this project or transportation or service plan.

The City adheres to its Title VI program and is committed to assuring no person shall be discriminated against or denied benefits of any program or activity, on the basis of race, color, national origin, limited English proficiency, sex, income, age or disability.

All outreach for future projects will be executed in accordance with the City's "Community Engagement Handbook" and its guiding principles:

- *Value active citizen involvement as essential to the future of our community*
- *Respect and consider all citizen input*
- *Encourage effective outreach efforts that reflect the city's rich diversity*
- *Promote communications and processes that encourage citizen participation and produce results*
- *Involve citizens early in policy development and planning projects*
- *Respond in a timely manner to citizens' input and respect all perspectives and insights*
- *Coordinate City outreach and involvement activities to make the best use of citizens' time and efforts*

The City of Gresham's 2035 Transportation System Plan was updated through a robust community engagement process. The key elements of the engagement process are listed below. While all outreach events and opportunities were open to everyone, specific outreach to communities of color, limited English and low-income populations was accomplished primarily through coordination with the City's Urban Design and Planning project to implement Healthy Eating Active Living (HEAL) policies. The City was a partner in Multnomah County's "Communities Putting Prevention to Work" grant, awarded by the Center for Disease Control and Prevention, at the same time as the TSP update and HEAL project. This grant provided additional resources and community partners for a more focused effort to engage underrepresented populations. Open houses were held in the Rockwood neighborhood and included translation services.

- *City Council: 10/14/2010, 6/14/2011, 9/13/2011, 10/4/2011, 09/03/2012, 6/11/2013*
- *Planning Commission: 3/14/2011, 7/11/2011, 8/13/2012, 6/10/2013, 10/28/2013*
- *Transportation Subcommittee: 10/2010 – Current (Monthly)*
- *Neighborhood Coalition: 7/12/2011, 11/9/2011, 3/13/2012, 6/11/2013*
- *Neighborhood Associations:*
 - *Wilkes East NA: 10/24/2011*
 - *Rockwood NA: 11/21/2011*
 - *North Central NA: 9/1/2011, 3/1/2012, 4/5/2012*

- *Centennial NA: 11/1/2011*
- *Northwest NA: 11/29/2010, 2/6/2011*
- *Gresham Downtown Development Assn.: 10/24/2011*
- *Historic Gresham Downtown Business Assn.: 11/1/2011*
- *Powell Valley NA: 10/7/2010, 10/13/2011*
- *ASERT NA: Roberts Ave. Community Mtg.: 7/18/2011*
- *Mt. Hood NA: 10/20/2011*
- *Kelly Creek NA: 10/26/2011, 1/25/2012*
- *Southwest NA: 1/19/2012, Info Fair: 7/21/2011*
- *Gresham Butte NA: 3/12/2012, 4/9/2012*
- *Southeast Gresham NA Information Fair: 5/25/2011, 6/6/2012, 5/22/2013*
- *Open House with City's Urban Design and Planning project Healthy Eating, Active Living: 4/6/2011, 6/28/2011, 10/3/2011*
- *TSP Community Forums: 7/26/2011, 7/11/2013*
- *Persimmon Homeowners Association: 3/14/2011*
- *Active Transportation Stakeholder Team: 3/31/2011, 5/19/2011, 8/2/2011, 12/5/2011*
- *Multnomah County Bicycle and Pedestrian Committee: 3/9/2011*
- *Freight Stakeholders: Oregon Truck Driving Championship: 6/18/2011*
- *Freight Expert Panel: 8/1/2011*
- *School Expert Panel: 8/9/2011*
- *Gresham Transportation Fair: 9/24/2011*
- *Online Transportation Survey: 7/21/2011 – 9/2012*
- *TSP Webpage & Neighborhood Connections Announcements: 9/2010 through Adoption*

ATTACHMENT B – ACTIVE TRANSPORTATION DESIGN GUIDELINES CHECKLIST

The following checklist items are street design elements that are appropriate and desirable in regional mobility corridors. Trail projects should use the *Off-Street and Trail Facilities* checklist (item D) at the end of this list. All other projects should use items A – C.

Use of federal transportation funds on separated pathways are intended for projects that primarily serve a transportation function. Pathways for recreation are not eligible for federal transportation funding through the regional flexible fund process. Federal funds are available from other sources for recreational trails. To allow for comfortable mixing of persons on foot, bicycle and mobility devices at volumes expected to be a priority for funding in the metropolitan region, a 12-foot hard surface with shoulders is a base design width acceptable to FHWA Oregon. Exceptions to this width for limited segments is acceptable to respond to surrounding context, with widths less than 10-feet subject to a design exception process. Wider surfaces are desirable in high volume locations.

A. Pedestrian Project design elements – check all that apply
Design elements emphasize separating pedestrians from auto traffic with buffers, increasing the visibility of pedestrians, especially when crossing roadways, and make it easier and more comfortable for people walking to access destinations.

For every element checked describe existing conditions and proposed features:

- #1 - Add sidewalks or improve vertical delineation of pedestrian right-of-way (i.e. missing curb)
- Add sidewalk width and/or buffer for a total width of 17 feet (recommended), 10 feet minimum; buffer may be provided by parking on streets with higher traffic volumes and speeds (over 35 mph, ADT over 6,000)
- Add sidewalk width and/or buffer for a total width of 10 feet (recommended), 8 feet minimum on streets with lower traffic volumes and speeds (ADT less than 6,000 and 30 mph or less); Buffer may be provided by parking, protected bike lane, furnishing zone, street trees/planting strip
- #2 - Sidewalk clear zone of 6 feet or more
- #3 - Remove obstructions from the primary pedestrian-way or add missing curb ramps
- Add pedestrian crossing at appropriate location
- Re-open closed crosswalks
- Raised pedestrian refuge median or raised crossing, required if project is on a roadway with 4 or more lanes
- Reduced pedestrian crossing distance
- #4 - Narrowed travel lanes
- Reduced corner radii (e.g. truck apron)
- Curb extensions
- Rectangular Rapid Flashing Beacon (RRFB) or pedestrian signal
- Lighting, especially at crosswalks – pedestrian scale (10-15 feet), preferably poised over sidewalk
- #5 - Add countdown heads at signals
- Shorten signal cycle lengths of 90 seconds or less – pedestrian friendly signal timing, lead pedestrian intervals
- Access management: minimize number and spacing of driveways
- Arterial traffic calming: Textured intersections, gateway treatments, raised medians, road diets, roundabouts
- Wayfinding
- Benches

- Transit stop amenities or bus stop pads
- Add crosswalk at transit stop
- Pedestrian priority street treatment (e.g. woonerf) on very low traffic/low volume street

B. Bicycle Projects design elements

Design elements emphasize separating bicycle and auto traffic, increasing visibility of bicyclists, making it easier and more comfortable for people traveling by bicycle to access routes and destinations.

For every element checked describe existing conditions and proposed features:

- On streets with higher traffic volumes and speeds (over 35 mph, ADT over 6,000): Buffered bicycle lane, 6 foot bike lane, 3 foot buffer; Protected bikeway with physical separation (e.g. planters, parking); Raised bikeway
- Separated multi-use trail parallel to roadway
- Bike priority treatments at intersections and crossings (i.e. advance stop lines, bike boxes, signals, high-intensity activated crosswalk (HAWK) signals, user-activated signals)
- Medians and crossing treatments
- Wayfinding, street markings
- Lighting at intersections
- Bicycle boulevard treatment where ADT is less than 3,000 per day: Buffered bicycle lane, 6 foot bike lane, 3 foot buffer

C. Other Complete Street Features

For every element checked describe existing conditions and proposed features:

- Turning radius improvements (freight route only)
- Gateway feature
- Street trees
- ITS elements (i.e. signal timing and speed detection)

D. Off-Street and Trail Facilities

For every element checked describe existing conditions and proposed features:

- Minimum 12' trail width (plus 2' graded area each side)
- Always maintains minimum 5' separation when adjacent to street **or** never adjacent to street
- All on-street segments include improvements beyond bike lanes (item C, above) **or** no on-street segments
- All street crossings include an appropriate high-visibility crosswalk treatment
- All 4-lane street crossings include appropriate refuge island **or** no 4-lane street crossings
- Frequent access points (generally every ¼-mile)
- All crosswalks and underpasses include lighting
- Trail lighting throughout
- Trailhead improvements
- Rest areas with benches and wheelchair spaces
- Wayfinding or interpretive signage
- Signs regulating bike/pedestrian interaction (e.g. bikes yield to pedestrians)
- Trail priority at all local street/driveway crossings

Active transportation design checklist for Division

The following Active Transportation Design Checklist is for the Division Street project to complete Division Street between Birdsdale to Wallula. The segment on the north side, east of Birdsdale and fronting the Springwater Crossing apartment complex, is not included in this project as frontage improvements were included in the site development and are built to current standards.

The numbers below correspond with the numbers added to the Active Transportation Design Guidelines form.

1. The north side of Division currently has missing sidewalk segments. Existing sidewalks are obstructed by utility infrastructure in many locations. The south side of Division currently has a discontinuous sidewalk between Birdsdale and Wallula that it is feet wide and also obstructed by utility infrastructure in many locations. This project adds 5-foot sidewalks and improves existing curbs to provide vertical delineation of pedestrian right-of-way.
2. This corridor is currently obstructed in many locations by utility infrastructure. This project relocates utilities and creates a sidewalk clear zone of at least 4 to 6 feet along the entire project length. The preferred clear zone will be 6 feet but this is a corridor constrained by many existing obstructions. Where the 6 foot clear zone is not possible, it may be reduced to 4 or 5 feet.
3. Sidewalks are either missing or obstructed by utility infrastructure in many locations. Curb ramps are either missing or not built to ADA standards in many locations. This project removes obstructions from the primary pedestrian-way by relocating existing utilities and adds missing curb ramps at these intersections: Battaglia, Birdsdale, Wonderview, Bella Vista, Angeline, and Towle.
4. This project does narrow all travel lanes.
5. This project does add countdown heads at Birdsdale.

1. Construction Completing Division Street: Birdsdale to Wallula
 Sections A through E must be completed. Complete Sections F and/or G if applicable. Division Street: Birdsdale to Wallula
 Projects will not include all elements below, but most will include elements from multiple sections. City of Gresham
 Enter quantities only for elements actually included in your project.

1.A - Road Construction, Reconstruction, or Resurfacing

Item	Unit	Quantity	Unit cost	Total	Description
Road - new/reconstruct (incl. curb, sidewalk, drainage)	SF		\$15	\$0	Specify SF of pavement, not including sidewalks and curbs (these are assumed in unit cost).
Road - resurface	SF		\$4	\$0	
◦ Specify length and typical width of project					For documentation of assumptions used.
Section 1.A Subtotal				\$0	

1.B - Addition of Roadway Elements to Existing Roadway

Item	Unit	Quantity	Unit cost	Total	Description
Minor widening, no curbs	SF	32,000.0	\$15	\$480,000	Used for bike lanes, other minor widening. Does not include curbs, sidewalks, or drainage.
Remove pavement	SF	0.0	\$0.75	\$0	
Curb only	LF	5,000.0	\$16	\$80,000	For new curb installation. Does not include drainage.
Remove curb	LF	0.0	\$6	\$0	
Median in existing lane no drainage	LF	150.0	\$86.50	\$12,975	Includes pavement removal, curbs, landscaping for a 12' median in 14' lane. No drainage included.
Landscaping only - medians and bulbouts	SF	0.0	\$4	\$0	Install 18" topsoil plus plants
Drainage system - both sides	LF	150.0	\$115	\$17,250	For new installations. Length is overall project length where drainage is added.
Bridge - new or replace	SF	0.0	\$250	\$0	
◦ Specify length and width of bridge					For documentation of assumptions used.
Street trees with tree grates	LF	0.0	\$40	\$0	Per side.
Irrigation system		Provide estimate →			For irrigation of medians and bulbouts. Specific estimate required if used (describe in Section 1.G).
Signing/markings	LF	5,000.0	\$2	\$10,000	Use when new pavement markings are to be installed (per line).
Clearing	SF	0.0	\$0.06	\$0	Used for new alignments.
Grading	CY	3,500.0	\$17.50	\$61,250	Provide an estimate of grading and describe assumptions in Section 1.G.
Retaining walls (by wall area)	SF	6,200.0	\$55	\$341,000	Use SF of walls if known. If not, estimate length of walls and describe assumptions in Section 1.G.
Retaining walls (by length)	LF	0.0	\$250	\$0	
Section 1.B Subtotal				\$1,002,475	

1.C - Addition of Pedestrian Elements to Existing Roadway

Item	Unit	Quantity	Unit cost	Total	Description
Sidewalk, no curb	SF	32,000.0	\$10	\$320,000	Includes curb ramps.
Remove sidewalk	SF	0.0	\$1.25	\$0	
Shared-use path	SF	0.0	\$5	\$0	Includes curb ramps.
Street furniture - bench	EA	0	\$2,275	\$0	
Street furniture - bike rack	EA	0	\$330	\$0	
Street furniture - trash can	EA	0	\$1,350	\$0	
Section 1.C Subtotal				\$320,000	

1.D - Utilities

Item	Provide estimate	Total	Description
Utility burial	→	\$0	If utility burial is included, provide a detailed cost from the appropriate utility.
Utility relocation	→	\$0	Describe what utilities will or may be relocated. Provide cost estimate and describe assumptions.
Description: <input type="text"/>			
Railroad impacts			
Summary:		Summarize impacts Describe potential impacts to railroads in project area.	
<input type="text"/>			
Section 1.D Subtotal		\$0	

1.E - Traffic Signals and Lighting

Item	Unit	Quantity	Unit cost	Total	Description
Traffic signals (4-lanes or more)	EA	2	\$150,000	\$225,000	Use where at least one roadway is 4 lanes or more.
Traffic signals (less than 4-lanes)	EA	0	\$105,000	\$0	Use where both roadways are 3 lanes or less.
Street lighting - per side	LF	0.0	\$80	\$0	Install street lighting at 100' spacing per side.
Section 1.E Subtotal				\$225,000	

1.F - Associated Costs

Item	Basis	Total	Description
Mobilization, staging, traffic control	15%	\$232,121	
Erosion control - enter value to override fixed 1.5%	1.5%	\$23,212	Use 1.5% of construction costs, or provide a cost estimate and describe assumptions.
No Description Required: <input type="text" value="n/a"/>			
Section 1.F Subtotal		\$255,333	

1.G - Additional Information

Use the space below to provide additional information, including items not listed above, or to expand on assumptions used.

Other Expected Costs	Provide estimate →	\$0
Section 1.G Subtotal		\$0

SUMMARY

Total of sections A through G **\$1,802,808** Section 1 Total

2. Environmental Impact and Mitigation Completing Division Street: Birdsdale to Wallula
Division Street: Birdsdale to Wallula
City of Gresham

Sections A and B must be completed. Complete Section C if applicable. Contact Metro if information for 2.B is needed.

2.A - Status and Information

Please place an 'X' in the appropriate box.

EA not completed; an EIS IS expected.	<input type="checkbox"/>
EA not completed; an EIS is NOT expected.	<input checked="" type="checkbox"/>
EA not completed; unknown whether EIS is expected.	<input type="checkbox"/>
EA has been completed; an EIS IS required.	<input type="checkbox"/>
EA has been completed; an EIS is NOT required.	<input type="checkbox"/>
Both an EA and an EIS have been completed.	<input type="checkbox"/>

Describe expected environmental impacts, assumptions, and unknowns.

Description: Expected environmental impacts include excavation and removal of contaminated soil from existgin roadside drainage ditches.
No additional environmental impacts are anticipated.

2.B - Environmental Impacts and Mitigation

Item	Unit	Quantity	Unit cost	Total	Description
Estimate acreage of impact/mitigation	ACRE	0.00	\$150,000	\$0	
Section 2.B Subtotal					\$0

2.C - Additional Information

Use the space below to provide additional information, including items not listed above, or to expand on assumptions used.

Other Expected Costs Provide estimate → \$0

Section 2.C Subtotal **\$0**

SUMMARY

Total estimate for environmental mitigation **\$0** Section 2 Total

3. Right-of-Way Cost Estimation Completing Division Street: Birdsdale to Wallula
Division Street: Birdsdale to Wallula
City of Gresham
 Use either Method 'A' or Method 'B'. Method 'A' is preferred. Complete Section C if applicable.
 Where the exact SF of ROW is unknown, an estimate must be made. At the most simplistic level, this estimate can be made by calculating the difference between the proposed cross-section width and the existing ROW width, multiplied by the project length. Where ROW width cannot be determined, it should be assumed to be the width of the existing roadway including sidewalks.

3.A - Method 'A' (moderate confidence)

Item	Unit	Quantity	Unit cost	Total	Description
Estimate area (SF) of ROW taking	SF	0.0			
Describe assumptions used in calculating area:					
Estimate unit cost (per SF) of taking	\$	\$0.00			
Describe assumptions used in calculating unit cost(s):					
Estimated total cost of taking				\$0	Estimated area multiplied by estimated unit cost.
Number of affected parcels:	EA	0	\$10,000	\$0	Reflects administrative costs of property acquisition.
Section 3.A Subtotal				\$0	

3.B - Method 'B' (low confidence)

Item	Unit	Quantity	Unit cost	Total	Description
Estimate square-feet of high-value ROW taking	SF	0.0	\$30	\$0	Use in urban areas and moderate to high-priced neighborhoods.
Estimate square-feet of developed ROW taking	SF	0.0	\$20	\$0	Use in other established neighborhoods.
Estimate square-feet of undeveloped ROW taking	SF	11200.0	\$15	\$168,000	Use in undeveloped areas.
Describe assumptions used in calculating area:					
Estimated total cost of taking				\$168,000	Estimated area multiplied by estimated unit cost.
Number of affected parcels:	EA	27	\$10,000	\$270,000	Reflects administrative costs of property acquisition.
Section 3.B Subtotal				\$438,000	

3.C - Additional Information

Use the space below to provide additional information, including items not listed above, or to expand on assumptions used.

SUMMARY

Method 'A' Right-of-Way estimate (moderate confidence)	\$0	Section 3 Total (moderate confidence)
Method 'B' Right-of-Way estimate (low confidence)	\$438,000	Section 3 Total (low confidence)

4. Design and Administration Costs Completing Division Street: Birdsdale to Wallula
Division Street: Birdsdale to Wallula
City of Gresham
Complete input cells in Sections A and B if applicable. Default markup values can be overridden.

4.A - Design

Construction Costs (from Section 1):

\$1,802,808
\$0

Environmental Impact Costs (from Section 2):

Item	Base Cost	Markup	Total	Description
Surveying, design, coordination	\$1,802,808	30%	\$540,843	(Default 30%) Typically included in the professional engineering contract
Construction Engineering	\$1,802,808	20%	\$360,562	(Default 20%) Engineering services during construction
Other Expected Costs	Provide estimate →			

Description of other expected costs:

Section 4.A Subtotal **\$901,404**

4.B - Administration

Project Administration will be applied throughout project.

Administration	\$1,802,808	14%	\$252,393	(Default 35%) Project overhead
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Section 4.B Subtotal **\$252,393**

4.C - Additional Information

Use the space below to provide additional information, including items not listed above, or to expand on assumptions used.

SUMMARY

Total of all above items **\$1,153,797** Section 4 Total

5. Contingency and Risk Completing Division Street: Birdsdale to Wallula
Division Street: Birdsdale to Wallula
City of Gresham

Complete input cells in Section A if applicable. Default markups can be overridden. Section B must be completed.

5.A - Contingency

Item	Section Total	Markup	Contingency \$	Description
Section 1 - Construction	\$1,802,808	20%	\$360,562	(Default 20%)
Section 2 - Environmental	\$0	20%	\$0	(Default 20%)
Section 3.A - Right-of-Way (moderate confidence)	\$0	40%	\$0	(Default 40%)
Section 3.B - Right-of-Way (low confidence)	\$438,000	50%	\$219,000	(Default 50%)
Section 4.A - Design	\$901,404	20%	\$180,281	(Default 20%)
Section 4.B - Administration	\$252,393	No contingency on Administration		
Other Expected Costs	Provide estimate	→		
Description of other expected costs:				
Section 5.A Subtotal	\$759,843			

5.B - Risk

Describe project components, impacts, or unknowns that are uncertain in scope at this point. Items might include:

- environmental issues
- nearby historic or cultural resources
- railroad or utility work
- bridge work
- agency approvals
- existing deficient infrastructure
- complex or untested components
- other unique elements

Description of these items is not intended to affect project selection, but rather to identify and document key issues that need refinement.

6. Project Summary Sheet

Completing Division Street: Birdsdale to Wallula

Division Street: Birdsdale to Wallula

Add bicycle facilities, sidewalks, utility obstruction relocation and ADA compliant intersection improvements.

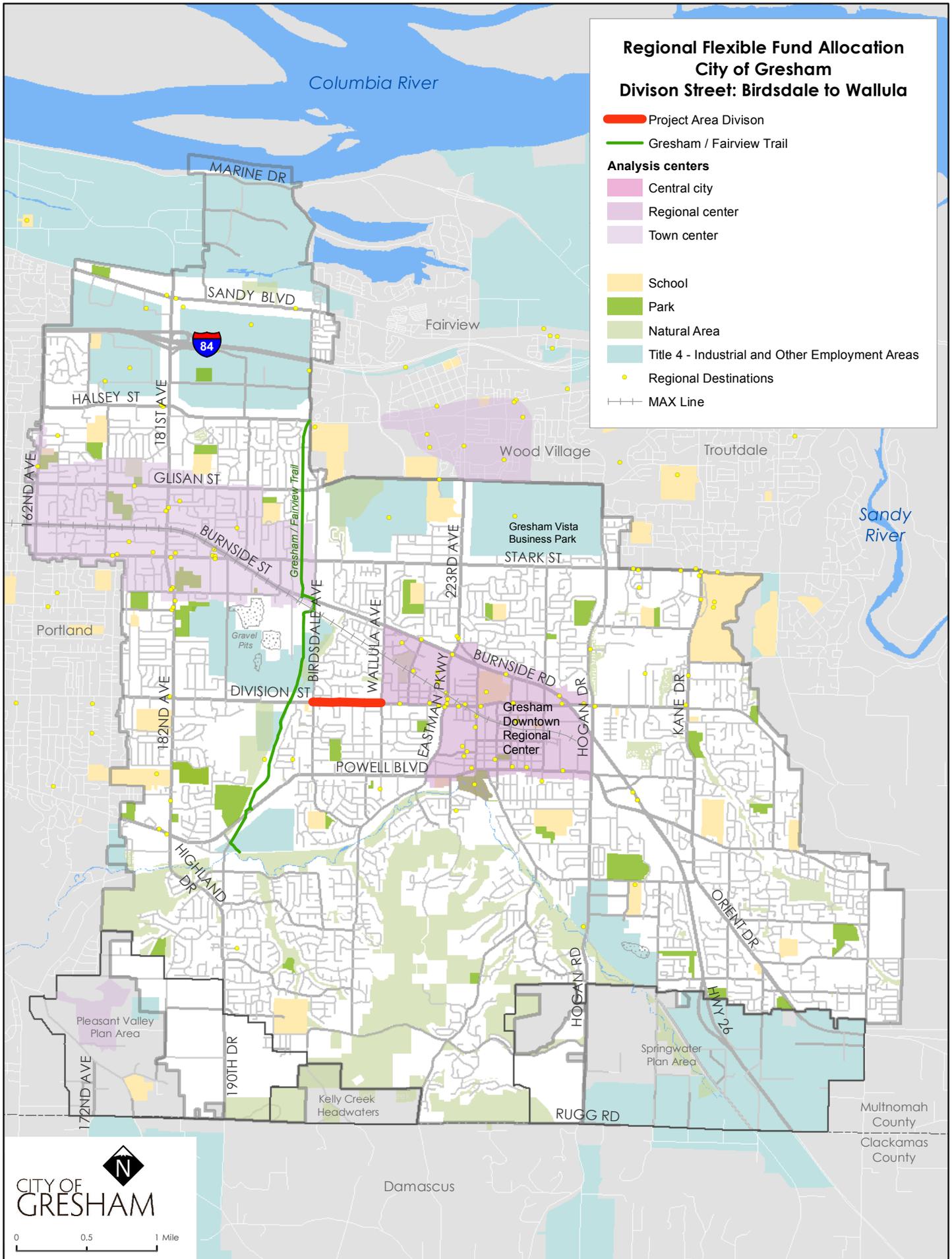
City of Gresham

6.A - Cost Summary in 2007\$

	Item Total	Phase Total
<u>Preliminary Engineering (PE)</u>		\$724,729
Surveying, design, coordination	\$540,843	
Contingency at 20%	\$108,169	
Administration at 14%	\$75,718	
<u>Right-of-Way (ROW)</u>		\$657,000
Right-of-Way (moderate confidence)	\$0	
Contingency at 40%	\$0	
Right-of-Way (low confidence)	\$438,000	
Contingency at 50%	\$219,000	
<u>Construction (Const)</u>		\$2,898,916
Construction (Section 1)	\$1,802,808	
Contingency at 20%	\$360,562	
Environmental (Section 2)	\$0	
Contingency at 20%	\$0	
Construction Engineering	\$360,562	
Contingency at 20%	\$72,112	
Administration at 14%	\$302,872	
		Total
		\$4,280,645

6.B - Funding Summary by Year of Expenditure

Phase		2007 Dollars	YOE Year	Escalation	YOE Cost
Preliminary Engineering	PE	\$ 724,729	2019	1.52%	\$ 735,720
Right-of-Way	ROW	\$ 657,000	2020	5.58%	\$ 693,642
Construction	Const	\$ 2,898,916	2021	9.80%	\$ 3,183,018
	Total	\$ 4,280,645			\$ 4,612,380



August 25, 2016

Metro
600 NE Grand Avenue
Portland, OR 97232

Re: 2019-2021 Regional Flexible Funds allocation Division Complete Street, Birdsdale to Wallula

Dear Selection Committee,

TriMet is pleased to support Gresham's MTIP/RFFA grant application for the Division Complete Street project from Birdsdale to Wallula.

This project is located on the Powell Division Transit and Development Project's alignment and would directly support implementation of the region's first bus rapid transit line. This project will enhance connectivity, active transportation, and improve safety for pedestrians and bicyclists along Division Street. TriMet currently operates the Frequent Service Line 4 along Division.

Without the project, this will soon be the last gap in sidewalk access for the full length of Division St. This section is characterized by narrow sidewalks with poles and other obstruction and lack of curb ramps that make it completely inaccessible to those who travel with a mobility device and difficult for many with strollers, shopping carts and the like. Parts of this section only have "goat paths" worn into the grass where people have to walk but are unable to do so in a safe and accessible manner. Bus stops within this segment of Division are not fully accessible due to these narrow and/or obstructed sidewalks and missing sidewalks and curb ramps.

Line 4 is one of the highest ridership bus lines in the region and safe access is critical for our current and future riders. This project achieves that goal by adding sidewalks, curb ramps and bike lanes along a busy five lane arterial. In addition to enhancing access and safety, this project supports regional active transportation goals by providing transportation options and access to transit.

We urge you to approve funding for this project.

Sincerely,



Alan Lehto, Director of Planning and Policy
TriMet

August 22, 2016

Metro
600 NE Grand Avenue
Portland, OR 97232

Re: 2019-2021 Regional Flexible Funds Allocation – Division Street, Birdsdale Avenue to Wallula Avenue

Dear Selection Committee,

The City of Gresham's Transportation Subcommittee wholeheartedly supports the City's application to fund design, outreach and construction of the Division Street Active Transportation project between Birdsdale Avenue and Wallula Avenue.

Division Street is designated as a standard arterial in Gresham's Transportation System Plan and is the preferred route in Gresham for the Powell Division High Capacity Transit Project. However, this segment does not have a quality environment for bicyclists and pedestrians. It lacks bicycle lanes and sidewalks are either nonexistent or narrow and obstructed. The segment between Birdsdale and Wallula will tie in with project funding Gresham has to complete bicycle and pedestrian infrastructure between the Gresham-Fairview Trail and Birdsdale. Upon completion, this major gap in the active transportation network will be filled and bicyclists and pedestrians will have a direct and continuous route between the Gresham-Fairview Trail and the Gresham Downtown Regional Center.

This project will also support future high capacity transit along Division by providing improved access to future stops.

Gresham's Transportation Subcommittee strongly urges funding to design, engage the community and construct this important active transportation project.

Sincerely,



Greg Olson, Chair
Gresham Transportation Subcommittee

cc: Katherine Kelly, City of Gresham

Instructions for Using This Workbook

Password for locking/unlocking this sheet is 'metro'. All other sheets have no password.

Purpose:

This workbook provides a methodology for planning-level cost estimating for transportation infrastructure projects. Alternative methodology of similar or better detail is acceptable.

Where agencies propose cost methodology significantly different from this methodology, documentation should be provided.

This includes unit costs which vary significantly from that specified here. Consistency of such costs between projects is desirable in that it allows for equitable comparison of projects.

Instructions:

This workbook or a comparable cost estimate must be completed for each project submitted.

Complete the project information below and in Sheets 1 through 5. Worksheets are accessed by tabs at the bottom of the window.

Sheet 6 summarizes total estimated cost of the project.

Input cells are shaded light blue, and should be filled in by the user (where applicable). Other cells are locked and should not be changed.

<sample> ← Appearance of input cells used throughout this workbook.

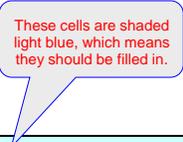
Locked cells can be unlocked by selecting Review > Unprotect Sheet. This is not recommended in most cases. Password is 'metro'.

Questions about completing the workbook should be directed to Anthony Buczek, Transportation Engineer with Metro.

Feedback and comments about this workbook are encouraged, and will help to improve it for future updates.

phone: 503-797-1674

e-mail: anthony.buczek@oregonmetro.gov



Project Information:

Funding year:	PE	2019
	ROW	2020
	Const	2021
Project name:	Completing Division Street: Birdsdale to Wallula	
Corridor and endpoints:	Division Street: Birdsdale to Wallula	
Project description:	Add bicycle facilities, sidewalks, utility obstruction relocation and ADA compliant intersection improvements.	
Local plan project #:	Missing links program project	
RTP project #:	10440 and 10432	
Submitting agency:	City of Gresham	
Agency contact:	Kate Dreyfus	
Contact phone:	(503) 618-2294	
Contact e-mail:	Kate.Dreyfus@greshamoregon.gov	

Proceed to Sheet 1 when the above is completed.

Unit costs year: 2007

Escalation rate	Used in Calculations	Default	Override	
2007 - 2008	100.38%	100.38%		Do not override these unless better escalation factors are identified.
2008 - 2009	84.72%	84.72%		
2009 - 2010	96.78%	96.78%		2016 - 2021 based on ODOT inflation assumptions
2010 - 2011	101.04%	101.04%		
2011 - 2012	105.05%	105.05%		
2012 - 2013	97.86%	97.86%		
2013 - 2014	100.79%	100.79%		
2014 - 2015	100.71%	100.71%		
2015 - 2016	104.00%	104.00%		
2016 - 2017	104.00%	104.00%		
2017 - 2018	104.00%	104.00%		
2018 - 2019	104.00%	104.00%		
2019 - 2020	104.00%	104.00%		
2020 - 2021	104.00%	104.00%		

Escalation Lookup Table

v From \ To >	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
2007	100.00%	100.38%	85.04%	82.30%	83.16%	87.36%	85.49%	86.16%	86.78%	90.25%	93.86%	97.61%	#####	#####	#####
2008	---	100.00%	84.72%	81.99%	82.84%	87.03%	85.17%	85.84%	86.45%	89.91%	93.50%	97.24%	#####	#####	#####
2009	---	---	100.00%	96.78%	97.79%	#####	#####	#####	#####	#####	#####	#####	#####	#####	#####
2010	---	---	---	#####	#####	#####	#####	#####	#####	#####	#####	#####	#####	#####	#####
2011	---	---	---	---	#####	#####	#####	#####	#####	#####	#####	#####	#####	#####	#####
2012	---	---	---	---	---	#####	97.86%	98.63%	99.33%	#####	#####	#####	#####	#####	#####
2013	---	---	---	---	---	---	#####	#####	#####	#####	#####	#####	#####	#####	#####
2014	---	---	---	---	---	---	---	#####	#####	#####	#####	#####	#####	#####	#####
2015	---	---	---	---	---	---	---	---	#####	#####	#####	#####	#####	#####	#####
2016	---	---	---	---	---	---	---	---	---	#####	#####	#####	#####	#####	#####
2017	---	---	---	---	---	---	---	---	---	---	#####	#####	#####	#####	#####
2018	---	---	---	---	---	---	---	---	---	---	---	#####	#####	#####	#####
2019	---	---	---	---	---	---	---	---	---	---	---	---	#####	#####	#####
2020	---	---	---	---	---	---	---	---	---	---	---	---	---	#####	#####
2021	---	---	---	---	---	---	---	---	---	---	---	---	---	---	#####

Workbook revision date: June 27, 2016 (metro)

1. Construction Completing Division Street: Birdsdale to Wallula
 Sections A through E must be completed. Complete Sections F and/or G if applicable. Division Street: Birdsdale to Wallula
 Projects will not include all elements below, but most will include elements from multiple sections. City of Gresham
 Enter quantities only for elements actually included in your project.

1.A - Road Construction, Reconstruction, or Resurfacing

Item	Unit	Quantity	Unit cost	Total	Description
Road - new/reconstruct (incl. curb, sidewalk, drainage)	SF		\$15	\$0	Specify SF of pavement, not including sidewalks and curbs (these are assumed in unit cost).
Road - resurface	SF		\$4	\$0	
◦ Specify length and typical width of project					For documentation of assumptions used.
Section 1.A Subtotal				\$0	

1.B - Addition of Roadway Elements to Existing Roadway

Item	Unit	Quantity	Unit cost	Total	Description
Minor widening, no curbs	SF	32,000.0	\$15	\$480,000	Used for bike lanes, other minor widening. Does not include curbs, sidewalks, or drainage.
Remove pavement	SF	0.0	\$0.75	\$0	
Curb only	LF	5,000.0	\$16	\$80,000	For new curb installation. Does not include drainage.
Remove curb	LF	0.0	\$6	\$0	
Median in existing lane no drainage	LF	150.0	\$86.50	\$12,975	Includes pavement removal, curbs, landscaping for a 12' median in 14' lane. No drainage included.
Landscaping only - medians and bulbouts	SF	0.0	\$4	\$0	Install 18" topsoil plus plants
Drainage system - both sides	LF	150.0	\$115	\$17,250	For new installations. Length is overall project length where drainage is added.
Bridge - new or replace	SF	0.0	\$250	\$0	
◦ Specify length and width of bridge					For documentation of assumptions used.
Street trees with tree grates	LF	0.0	\$40	\$0	Per side.
Irrigation system		Provide estimate →			For irrigation of medians and bulbouts. Specific estimate required if used (describe in Section 1.G).
Signing/markings	LF	5,000.0	\$2	\$10,000	Use when new pavement markings are to be installed (per line).
Clearing	SF	0.0	\$0.06	\$0	Used for new alignments.
Grading	CY	3,500.0	\$17.50	\$61,250	Provide an estimate of grading and describe assumptions in Section 1.G.
Retaining walls (by wall area)	SF	6,200.0	\$55	\$341,000	Use SF of walls if known. If not, estimate length of walls and describe assumptions in Section 1.G.
Retaining walls (by length)	LF	0.0	\$250	\$0	
Section 1.B Subtotal				\$1,002,475	

1.C - Addition of Pedestrian Elements to Existing Roadway

Item	Unit	Quantity	Unit cost	Total	Description
Sidewalk, no curb	SF	32,000.0	\$10	\$320,000	Includes curb ramps.
Remove sidewalk	SF	0.0	\$1.25	\$0	
Shared-use path	SF	0.0	\$5	\$0	Includes curb ramps.
Street furniture - bench	EA	0	\$2,275	\$0	
Street furniture - bike rack	EA	0	\$330	\$0	
Street furniture - trash can	EA	0	\$1,350	\$0	
Section 1.C Subtotal				\$320,000	

1.D - Utilities

Item	Provide estimate	Total	Description
Utility burial	→	\$0	If utility burial is included, provide a detailed cost from the appropriate utility.
Utility relocation	→	\$0	Describe what utilities will or may be relocated. Provide cost estimate and describe assumptions.
Description: <input type="text"/>			
Railroad impacts			
Summary:		Summarize impacts Describe potential impacts to railroads in project area.	
<input type="text"/>			
Section 1.D Subtotal		\$0	

1.E - Traffic Signals and Lighting

Item	Unit	Quantity	Unit cost	Total	Description
Traffic signals (4-lanes or more)	EA	2	\$150,000	\$225,000	Use where at least one roadway is 4 lanes or more.
Traffic signals (less than 4-lanes)	EA	0	\$105,000	\$0	Use where both roadways are 3 lanes or less.
Street lighting - per side	LF	0.0	\$80	\$0	Install street lighting at 100' spacing per side.
Section 1.E Subtotal				\$225,000	

1.F - Associated Costs

Item	Basis	Total	Description	
Mobilization, staging, traffic control	15%	\$232,121		
Erosion control - enter value to override fixed 1.5%	1.5%	\$23,212	Use 1.5% of construction costs, or provide a cost estimate and describe assumptions.	
No Description Required: <input type="text"/>				
Section 1.F Subtotal				\$255,333

1.G - Additional Information

Use the space below to provide additional information, including items not listed above, or to expand on assumptions used.

Other Expected Costs	Provide estimate →	\$0
Section 1.G Subtotal		\$0

SUMMARY

Total of sections A through G **\$1,802,808** Section 1 Total

2. Environmental Impact and Mitigation Completing Division Street: Birdsdale to Wallula
Division Street: Birdsdale to Wallula
City of Gresham

Sections A and B must be completed. Complete Section C if applicable. Contact Metro if information for 2.B is needed.

2.A - Status and Information

Please place an 'X' in the appropriate box.

EA not completed; an EIS IS expected.	<input type="checkbox"/>
EA not completed; an EIS is NOT expected.	<input checked="" type="checkbox"/>
EA not completed; unknown whether EIS is expected.	<input type="checkbox"/>
EA has been completed; an EIS IS required.	<input type="checkbox"/>
EA has been completed; an EIS is NOT required.	<input type="checkbox"/>
Both an EA and an EIS have been completed.	<input type="checkbox"/>

Describe expected environmental impacts, assumptions, and unknowns.

Description: Expected environmental impacts include excavation and removal of contaminated soil from existgin roadside drainage ditches.
No additional environmental impacts are anticipated.

2.B - Environmental Impacts and Mitigation

Item	Unit	Quantity	Unit cost	Total	Description
Estimate acreage of impact/mitigation	ACRE	<input type="text" value="0.00"/>	\$150,000	<input type="text" value="\$0"/>	
Section 2.B Subtotal				\$0	

2.C - Additional Information

Use the space below to provide additional information, including items not listed above, or to expand on assumptions used.

Other Expected Costs Provide estimate →

Section 2.C Subtotal **\$0**

SUMMARY

Total estimate for environmental mitigation **\$0** Section 2 Total

3. Right-of-Way Cost Estimation Completing Division Street: Birdsdale to Wallula
Division Street: Birdsdale to Wallula
City of Gresham

Use either Method 'A' or Method 'B'. Method 'A' is preferred. Complete Section C if applicable.

Where the exact SF of ROW is unknown, an estimate must be made. At the most simplistic level, this estimate can be made by calculating the difference between the proposed cross-section width and the existing ROW width, multiplied by the project length. Where ROW width cannot be determined, it should be assumed to be the width of the existing roadway including sidewalks.

3.A - Method 'A' (moderate confidence)

Item	Unit	Quantity	Unit cost	Total	Description
Estimate area (SF) of ROW taking	SF	0.0			
Describe assumptions used in calculating area:					
Estimate unit cost (per SF) of taking	\$	\$0.00			
Describe assumptions used in calculating unit cost(s):					
Estimated total cost of taking				\$0	Estimated area multiplied by estimated unit cost.
Number of affected parcels:	EA	0	\$10,000	\$0	Reflects administrative costs of property acquisition.
Section 3.A Subtotal				\$0	

3.B - Method 'B' (low confidence)

Item	Unit	Quantity	Unit cost	Total	Description
Estimate square-feet of high-value ROW taking	SF	0.0	\$30	\$0	Use in urban areas and moderate to high-priced neighborhoods.
Estimate square-feet of developed ROW taking	SF	0.0	\$20	\$0	Use in other established neighborhoods.
Estimate square-feet of undeveloped ROW taking	SF	11200.0	\$15	\$168,000	Use in undeveloped areas.
Describe assumptions used in calculating area:					
Estimated total cost of taking				\$168,000	Estimated area multiplied by estimated unit cost.
Number of affected parcels:	EA	27	\$10,000	\$270,000	Reflects administrative costs of property acquisition.
Section 3.B Subtotal				\$438,000	

3.C - Additional Information

Use the space below to provide additional information, including items not listed above, or to expand on assumptions used.

SUMMARY

Method 'A' Right-of-Way estimate (moderate confidence)	\$0	Section 3 Total (moderate confidence)
Method 'B' Right-of-Way estimate (low confidence)	\$438,000	Section 3 Total (low confidence)

4. Design and Administration Costs Completing Division Street: Birdsdale to Wallula
Division Street: Birdsdale to Wallula
City of Gresham
Complete input cells in Sections A and B if applicable. Default markup values can be overridden.

4.A - Design

Construction Costs (from Section 1):

\$1,802,808
\$0

Environmental Impact Costs (from Section 2):

Item	Base Cost	Markup	Total	Description
Surveying, design, coordination	\$1,802,808	30%	\$540,843	(Default 30%) Typically included in the professional engineering contract
Construction Engineering	\$1,802,808	20%	\$360,562	(Default 20%) Engineering services during construction
Other Expected Costs	Provide estimate 			

Description of other expected costs:

Section 4.A Subtotal **\$901,404**

4.B - Administration

Project Administration will be applied throughout project.

Administration	\$1,802,808	14%	\$252,393	(Default 35%) Project overhead
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Section 4.B Subtotal **\$252,393**

4.C - Additional Information

Use the space below to provide additional information, including items not listed above, or to expand on assumptions used.

SUMMARY

Total of all above items **\$1,153,797** Section 4 Total

5. Contingency and Risk Completing Division Street: Birdsdale to Wallula
Division Street: Birdsdale to Wallula
City of Gresham

Complete input cells in Section A if applicable. Default markups can be overridden. Section B must be completed.

5.A - Contingency

Item	Section Total	Markup	Contingency \$	Description
Section 1 - Construction	\$1,802,808	20%	\$360,562	(Default 20%)
Section 2 - Environmental	\$0	20%	\$0	(Default 20%)
Section 3.A - Right-of-Way (moderate confidence)	\$0	40%	\$0	(Default 40%)
Section 3.B - Right-of-Way (low confidence)	\$438,000	50%	\$219,000	(Default 50%)
Section 4.A - Design	\$901,404	20%	\$180,281	(Default 20%)
Section 4.B - Administration	\$252,393	No contingency on Administration		
Other Expected Costs	Provide estimate	→		
Description of other expected costs:				
Section 5.A Subtotal	\$759,843			

5.B - Risk

Describe project components, impacts, or unknowns that are uncertain in scope at this point. Items might include:

- environmental issues
- nearby historic or cultural resources
- railroad or utility work
- bridge work
- agency approvals
- existing deficient infrastructure
- complex or untested components
- other unique elements

Description of these items is not intended to affect project selection, but rather to identify and document key issues that need refinement.

6. Project Summary Sheet

Completing Division Street: Birdsdale to Wallula

Division Street: Birdsdale to Wallula

Add bicycle facilities, sidewalks, utility obstruction relocation and ADA compliant intersection improvements.

City of Gresham

6.A - Cost Summary in 2007\$

	Item Total	Phase Total
<u>Preliminary Engineering (PE)</u>		\$724,729
Surveying, design, coordination	\$540,843	
Contingency at 20%	\$108,169	
Administration at 14%	\$75,718	
<u>Right-of-Way (ROW)</u>		\$657,000
Right-of-Way (moderate confidence)	\$0	
Contingency at 40%	\$0	
Right-of-Way (low confidence)	\$438,000	
Contingency at 50%	\$219,000	
<u>Construction (Const)</u>		\$2,898,916
Construction (Section 1)	\$1,802,808	
Contingency at 20%	\$360,562	
Environmental (Section 2)	\$0	
Contingency at 20%	\$0	
Construction Engineering	\$360,562	
Contingency at 20%	\$72,112	
Administration at 14%	\$302,872	
		Total
		\$4,280,645

6.B - Funding Summary by Year of Expenditure

Phase		2007 Dollars	YOE Year	Escalation	YOE Cost
Preliminary Engineering	PE	\$ 724,729	2019	1.52%	\$ 735,720
Right-of-Way	ROW	\$ 657,000	2020	5.58%	\$ 693,642
Construction	Const	\$ 2,898,916	2021	9.80%	\$ 3,183,018
	Total	\$ 4,280,645			\$ 4,612,380



You are invited to attend ODOT's

Local Project Delivery Workshop

Case Studies and Tools for Improving Project Delivery

Sponsored by Regions 1 & 2, topics include funding, right of way, emergency relief, federal lands access program, certification, and project delivery case studies!

Wednesday, September 21, 2016

8:30 A.M. – 4:00 P.M. (Check-In begins at 8:00 AM)

Breakfast Pastries, Lunch and Refreshments Provided

KEIZER CIVIC CENTER

930 Chemawa Road NE, Keizer, OR



Registration and additional information is available through iLearnOregon at the following link: <https://ilearn.oregon.gov//DL.aspx?or>