



To: Jason Charest, CCRPC
Eleni Churchill, CCRPC

Date: November 20, 2017

Memorandum

Project #: 58011.00

From: David Saladino, P.E., AICP

Re: **Technical & Cost Proposal**
Main Street Reconstruction Project
Winooski, Vermont

This proposal outlines the background, proposed scope of work, and budget to evaluate alternatives and identify a preferred approach for enhancing the streetscape along Main Street in Winooski, Vermont.

Project Overview

The Main Street Revitalization Project is a transformational project involving a full reconstruction of the Main Street (US 2/7) corridor in the City of Winooski from the Colchester Town line south approximately 4,000 feet to the bridge over the New England Central railroad (Bridge 151). The revitalization project includes significant stormwater management enhancements, upgrades to existing water and wastewater infrastructure, burial of electric and telecommunication infrastructure, roadway reconstruction, and significant landscape, streetscape, traffic control, and pedestrian safety enhancements along the length of Main Street.

As an element of the overall project scoping and preliminary design phase, this Scope of Work incorporates coordination with the City of Winooski, the Chittenden County Regional Planning Commission (CCRPC), and project stakeholders to identify a preferred approach for enhancing the streetscape along Main Street in Winooski, Vermont.

The full project will be funded with a combination of funds from the City of Winooski, the CCRPC, the Vermont State Revolving Fund, VTTrans, and USDA Rural Development.

Scope of Work

Task 1 – Project Kick-off Meeting

VHB will prepare for and attend a project kick-off meeting with the project team to discuss the overall project, the approach to public outreach and the process for identifying alternatives and selecting the preferred alternative.

Task 2 – Existing Conditions Assessment

VHB will evaluate existing conditions along Main Street within the project study area to include the following items: existing roadway geometry, sidewalks, crosswalks, streetscape amenities, transit stops, on-street parking, and current zoning regulations.

Task 3 – Local Concerns Meeting and Purpose & Need Statement

VHB, in coordination with the CCRPC and the City, will organize, facilitate, and document a Local Concerns Meeting. The meeting will include an overview of the existing conditions and gather input from attendees on issues and opportunities for enhancing safety, mobility and streetscape amenities along Main Street. Following the completion of the meeting, a draft Purpose and Need Statement will be circulated to the project team.

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Task 4 – Alternatives Analysis

Based on findings from the Existing Conditions Assessment and input provided by the project stakeholders and public at the Local Concerns Meeting, VHB will work with the City and the CCRPC to develop potential typical street cross-sections to accommodate all modes and reflect the intention of the City's form-based code land use regulations along Main Street. VHB will develop innovative streetscape concepts that include layout, paving, planting, and lighting plans, typical sections, mid-block crossing locations and perspective sketches as warranted. During the investigation of alternatives, alternate intersection schemes including roundabouts and mini-roundabouts will be evaluated.

Task 5 – Alternatives Presentation Meetings

VHB, in coordination with the CCRPC and the City will organize, facilitate, and document an Alternatives Presentation meeting. The meeting will include a presentation of the alternatives for review and input from the public to help identify the community's preferred alternative. VHB will compile and summarize comments from the meeting.

Task 6 – Selection of Preferred Alternative

- **Project Team Meeting:** VHB will prepare for and attend a project team meeting to identify a preferred alternative to present to the Winooski Planning Commission for concurrence.
- **Winooski Planning Commission:** VHB will present the alternative concept plans to the Winooski Planning Commission for review and, if agreeable, to identify a preferred alternative.
- **Winooski City Council:** VHB will present the preferred alternative package of improvements to the Winooski City Council for approval.

Task 7 – Development of Conceptual Plans and Cost Estimate

Based on the approved preferred alternative, VHB will prepare conceptual streetscape, landscape, and lighting plans, cross-sections, details, and conceptual cost estimate.

Task 8 – Report

VHB will integrate the elements from this scoping effort into a Draft Preliminary Engineering Report (PER) for review and input by the CCRPC, City, and Vermont Department of Environmental Conservation Facilities Engineering (DEC FE) staff. VHB will prepare a final PER based on input from the project team.

Task 9 – Winooski Bond Hearing

VHB will prepare for and present the project at a City bond hearing for final design and construction funding.

Schedule

VHB anticipates the Project advancing according to the schedule outlined below:

- Project Kick-off: November 2017
- Existing Conditions Assessment: November - December
- Local Concerns Meeting: November
- Alternatives Assessment: December – January 2018
- Alternatives Presentation Meeting: January
- Preferred Alternatives Selection: February
- Draft and Final Report: March – April
- Bond Hearing: April