



Town of Hinesburg
Planning & Zoning Department
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MEMORANDUM

TO: Select Board
FROM: Alex Weinhagen, Director of Planning & Zoning
DATE: January 12, 2023
RE: Downtown Transportation Fund – Grant Application – Village South Sidewalk

The Village South Sidewalk project is finally coming to fruition! We anticipate putting the project out to bid in February with construction later this year. This sidewalk was required as a condition of the Meadow Mist development, in order to provide safe pedestrian access from this 24-unit development to the village sidewalk system. Funding for the project comes from two VTrans Bike/Ped grants (80%) and from the Meadow Mist developer (20%; Alan & Nancy Norris). When the Town agreed to apply for grant funding, the developer agreed to cover the required 20% match and any cost overruns. The Town has been managing the project.

We won't know actual construction cost until bids come in. However, based on an updated construction cost estimate, we know that the actual costs are going to exceed the original estimates. Factoring in the costs to date and expected construction costs, Todd and I feel that there is likely to be an overall cost overrun of approximately \$132,000. This would cover the higher construction cost estimate, a 20% contingency (in case bids come in high), and anticipated construction inspection costs. We recommend applying for a grant from the Downtown Transportation Fund to cover 80% of this (\$105,600) with the remaining 20% (\$26,400) covered by the Meadow Mist developer – possibly with some contribution from the Town sidewalk fund. A possible Town contribution could be discussed at a later date, once the bids and actual construction costs are known. Alan and Nancy Norris have been excellent and patient partners, and are nearing completion of their final six-unit building. Per the DRB approvals, occupancy of the last unit is contingent on completion of the sidewalk.

The Downtown Transportation Fund provides State assistance to help municipalities make a variety of transportation-related capital improvements within or serving eligible designated downtowns and village centers. For many years, only designated downtowns were eligible, but starting in 2022 the program was expanded to cover designated village centers in communities like Hinesburg – i.e., where a comprehensive village center planning process has been completed.

The application requires the Select Board adopt and sign a resolution authorizing the application and committing to the 20% local match. Essentially the same commitment made when the Town applied for the original VTrans Bike/Ped grants. The application deadline is Jan 31. Recommended motion:

I move that the Town submit a Downtown Transportation Fund application for \$105,600 in grant funds to support the completion of the Village South Sidewalk project, and approve the required resolution regarding matching funds.

Appendix F

Municipal Resolution for Downtown Transportation Fund

WHEREAS, the Municipality of _____ is applying for funding as provided for in the State of Vermont FY 2023 Budget Act and may receive an award of funds under said provisions; and

WHEREAS, the Department of Housing and Community Development may offer a Grant Agreement to this Municipality for said funding; and

WHEREAS, the municipality has agreed to provide local funds for a downtown transportation grant.

Now, THEREFORE, BE IT RESOLVED

1. That the Legislative Body of this Municipality enters into and agrees to the requirements and obligations of this grant program including a commitment to match funds of 20% of total project cost;
2. That the Municipal Planning Commission recommends applying for said Grant;

(Name of Planning Commission Chair)

(Signature)

Passed this _____ day of _____, _____.

LEGISLATIVE BODY*

<i>(name)</i>	<i>(signature)</i>

INSTRUCTIONS FOR RESOLUTION FORM

- A. The Legislative Body of the Municipality must adopt this resolution or one that will have the same effect. This Form may be filled in or the adopted Resolution may be typed on municipal letterhead, filling in the name of the municipality and the Legislative Body (e.g., Board of Selectmen).
- B. Following formal adoption, the Resolution must be signed by a majority of the legislative body. The Chair of the Planning Commission must also sign upon endorsement by vote of the Planning Commission.
- C. This form must be included in the grant application e-mailed to accd.cpr@vermont.gov.

Alan,
The total grant amount is \$234,900.

The 2017 construction cost estimate was \$224,900 (including a 15% contingency), so the new estimate represents an increase of \$55,316. Of course, we won't know the actual construction cost until this project goes out to bid – advertising in February, selection in March/April. Additional non-construction costs are minor but still being incurred.

Here's the current budget status based on the new construction cost estimate.

Total grant amount: \$234,900
Minimum match amount (reimbursement from Meadow Mist developer): \$58,700
Town contribution: \$3500 (Jacobs right of way acquisition agreement)
Total anticipated revenue: \$297,100
Revenue to date: \$64,709
 VTrans grant: \$48,967
 Meadow Mist reimbursement: \$12,242
 Town expenditure: \$3,500 (Jacobs right of way acquisition agreement)

Spending to date (design, project management, legal, permitting, ROW acquisition): \$65,365
Construction estimate (from November 2022): \$280,216
Other anticipated costs:
 Additional design services (VHB): \$7,250
 Construction inspection cost: \$10,218

Total projected cost: \$363,049

Projected cost overrun: \$65,949

Per the original agreement, the Town secured the VTrans grants with the understanding that you would cover the required 20% match for the grant funds as well as 100% of any cost overrun. Unless we can lower the project costs or bring additional funding to the table, it looks like you will be covering a total of \$124,649 – i.e., another \$112,407 in addition to the \$12,242 you've already contributed. Substantially more than the \$58,700 originally anticipated.

Todd and I are reviewing ways to reduce the project cost and bring more revenue to the table. The project engineer is evaluating cost savings of an asphalt path for the non-curbed portion of the path from your sidewalk to Friendship Lane. I hope to have numbers on that by next week. I am waiting to hear back from our VTrans handlers and grant sources to see if we can get additional grant funds. The project engineer noted that cost overruns are happening for most infrastructure projects due to supply chain, labor, and cost of material issues. Undoubtedly, VTrans understands this, but it remains to be seen if they can apply more dollars to help cover the funding gap. Todd and I are also discussing the possibility of asking the Selectboard for authorization to apply some Town funds – possibly from the Town's sidewalk budget or special ARPA funds.

I'll keep you posted. Let's plan to meet in early January to discuss.

PS – Keep in mind that we won't know the actual costs until after bids are received – likely in March.

Alex Weinhagen
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