

**Phases of Work:**                    \_\_\_\_\_ Project Development                     Right-of-Way Acquisition  
    \_\_\_\_\_ Environmental Clearance                     Construction  
     Design

**Scope of Work**

Portland Borough has received funding for two projects that are now complete, the Portland Park and Ride and the Portland Park and Walk. The Park and Ride was completed significantly under budget due to changes in the scope of the work. The Park and Walk project contemplated, and installed a Park and Walk facility in the Borough that connected to a proposed pedestrian crossing that connects to the Commission's Pedestrian Bridge over the Delaware River. The end of the bridge is the end of the newly established Liberty Water Gap Trail that connects to the Statue of Liberty across NJ totaling 156 miles in length. That project succeeded in connecting the bridge to the Borough with pedestrian walking paths adding 460 feet to the Liberty Water Gap Trail. This project will build on the pedestrian walking path completed by the Borough to extend the Liberty Trail an additional 460 feet to the edge of the Commissions Right of Way for the Portland Bridge. The intension is to obtain future funding through various agencies to extend the walking path along Delaware Avenue to the Portland Park and Ride site and eventually creating a path through the Portland Industrial Park along the stream that runs below the industrial park, passing a historical furnace that was used as part of the abandoned quarry, through the lands owned by First Energy and eventually to the Municipal Recreational Complex being constructed by Upper Mount Bethel Township along Potomac Street.

This project proposes three major tasks, Intersection Improvements, Pedestrian Paths, and Right of Way Beautification. These tasks are as follows:

1. Intersection Improvements:

The intersection of Delaware Avenue (SR 0611) and State Avenue has poor pedestrian crosswalk protection. The intersection is not in compliance with ADA regulations, there are no pedestrian crossing control lights, and the crossing markings wear off after a single season.

The Borough is proposing to install a pedestrian crossing system with audio and visual pedestrian control system. This system will assist those in the Borough that are visually impaired with safely crossing the intersection.

The handicap ramps at the intersection are substandard and are only located at one curb line, the opposite side of the street has exposed curb sections with no sidewalk or depressed curb sections making safe wheelchair access impossible. This project will provide improved ADA compliant ramps for the intersection and provide connecting sidewalks.

2. Pedestrian Paths:

The sidewalks along State Street and Delaware Avenue are in very poor conditions in some areas that are significant tripping hazards and there are areas where the sidewalk does not exist at all. These conditions are hazardous to pedestrians and will be addressed as part of this project with new sidewalks and crosswalks along State Avenue and Delaware Avenue.

3. Right of Way Beautification:

The Right of Way along State Street and Delaware Ave in the area of the project are absent of any landscaping, cosmetic lighting, and is not welcoming to the community and visitors. This project will provide grass planting strips, landscaped islands, shade trees and historic style lighting to enhance the character of the area, building on the work already completed by the Portland Park and Walk project.

**Project Need and Readiness:**

1. Is there any known or suspected community support and/or opposition for this project?

The Borough is not aware of any opposition to the project by the community or other agencies. This work is being performed in a Penn DOT ROW. As a result, a Penn DOT Highway Occupancy Permit is required. R.K.R. Hess Associates met with representatives of Penn DOT on March 1, 2010 to discuss the project. The meeting went well and Penn DOT is receptive to the proposed work.

Attach a municipal resolution in support of this application and other supplemental documentation in support of the project. Include similar documentation for all participating municipalities if it is a partnership application.

2. What benefits will this project provide? Will these benefits be long term?

A. Transportation: This project will benefit transportation by promoting pedestrian travel, thus reducing the utilization of the road infrastructure. Additionally, providing advanced controls for the intersection of Delaware Ave and State Street will promote a safer and more effective traffic pattern through the Borough

B. Community: This project will enhance the appearance of the downtown area. This impact will increase the curb appeal within the Borough increasing property value and will encourage redevelopment of underutilized facilities within the Borough. Additionally, the pedestrian paths allow for more utilization of the Borough's sidewalks. This will lead to more social interaction with the Borough's residents and improve the quality of life for the Borough.

What is the anticipated useful life of this project? 25 years

3. Is this project related to any other proposed or ongoing projects in the area?

This project is an extension of the Portland Park and Walk and the Liberty Water Gap Trail

4. What environmental clearances or permits are required?

This project will not require any environmental clearance or permits as the work is proposed in areas that have been previously developed and will not impact any regulated waters.

5. What approvals/permits are required from the New Jersey Department of Transportation or the Pennsylvania Department of Transportation?

This project will required a Penn DOT HOP permit for the proposed improvements that is included in the scope of work for this project.

6. What is the phase of the project in this application? Can this phase of the project be constructed by 2008? If not, please explain.

This project has gone through the initial conceptual plan phases of the project and is ready for detailed design. We anticipate all construction work to be completed by December 2010, while the final release of payment may lag beyond that date to allow for Penn DOT inspection and correction of any outstanding items. We have provided the below anticipated schedule for this project.

Task	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11
1. Field Survey										
2. Design and Development of Plans										
3. Penn Dot HOP										
3. Project Contract Docs and Bidding										
4. Award Contract and Notice to Poceed Docs										
5. Shop Drawings and Electrical Permits										
6. Site Preperation Work										
7. Site Construction										
8. Substial Completion										
9. Final Completion										
Design and work time										
Review and response time										

Attach a project schedule from start to completion, including milestones for environmental clearance, design, and right-of-way/construction.

7. Is the purchase of right-of-way required before the start of project construction? If so, indicate the acquisition process, jurisdiction, authority and anticipated schedule.

This project may require acquisition of Rights of Way for the installation of the Concrete Sidewalk. We anticipate that this should not be a time consuming process that can be done during the design process and be completed prior to construction.

8. Who will retain jurisdiction after project completion? Who will provide maintenance?  
 Jurisdiction: All improvements will fall within Penn DOT's Jurisdiction.

Maintenance: The improvements of the road from curb to curb, including the curb, shall continue to be Penn DOT's responsibility. However, they will not maintain the stamped pavement for all of the pedestrian crossings. The Borough will need to maintain all lighting, the street traffic control light, and ensure that the sidewalks are maintained. Ultimately, the property owner is responsible for maintenance of sidewalks including snow removal, general upkeep, etc. The Borough will ensure that this work is done.

Will the applicant be able to incur direct costs for project development and implementation while progress payments from the Commission to the applicant grantee are being processed? If not, indicate the initial direct costs that can be carried by the municipality.

The Borough has limited funds for this project. The Borough intends to obtain a Bridge Loan to pay the contractor(s) prior to issuance of reimbursement payment from the Bridge Commission.

<b>Total Estimated Cost of Improvement: (Attach a detailed cost estimate) Costs below include 10 % contingencies</b>	
Project Development (including environmental as appropriate) 19,20	\$ 6,325.00
Design Engineering (Including Permitting) 21,22,23	\$ 55,082.45
Right-of-Way 24,25	\$ 21,450.00
Construction (From attached estimate) 1-18	\$ 392,974.45
Construction inspection and Material Testing (maximum 10% of final allowable construction cost) 27, 28, 29 [if design is not complete, provide best estimate of cost.]	\$ 22,041.22
Other Costs (Brief Description: Interim Financing and Legal Costs) 26, 30	\$ 17,828.28
<b>Total Estimated Cost</b>	<b>\$ 515,701.40</b>

**Cost Sharing:**

Is the application for full funding of the project? Yes  No

If not, what portion of the project would a grant for this application fund? \$ \_\_\_\_\_

What sources will fund the remaining portion of the project?

Local: Amount: \_\_\_\_\_ Source: \_\_\_\_\_

Other: Amount: \_\_\_\_\_ Source: \_\_\_\_\_

Attach all letters of commitment from secondary agents providing funding support.

Is there any opportunity for in-kind local match?

Description: \_\_\_\_\_

Estimated Value: \_\_\_\_\_

**Other Project Information:**

Is utility work planned within the project limits over the next 5 years? Yes \_\_\_ No X Does the project intersect a state highway? Yes X No \_\_\_ If yes, which highway? SR 0611 and SR 1032  
If yes, is the intersection signalized? Yes X No \_\_\_

**ADDITIONAL FORMS OR DOCUMENTS REQUIRED**

Traffic Signal and/or Channelization — Attach a copy of any required State authorization.

*The approval is part of this project.*

Roadway Project — Attach a copy of "Appendix RD" **N/A**

Bikeway Project — Attach a copy of "Appendix BW" **N/A**

Pedestrian Project — Attach a copy of "Appendix PS" **Provided**

General terms of the grant agreement, signed — see Appendix 1 **Provided**

Location map — 8 1/2" x 11" only, showing project limits (all information must be clear and legible with street names labeled) **Provided**

**NOTE** For projects located within right-of-way or on property owned by other jurisdictions, proof of permission to construct this project must be attached to this application form.

**APPLICATION SIGNATURE**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
(print) (print)  
\_\_\_\_\_  
(signature) Date: \_\_\_\_\_

**"Appendix PS"  
Pedestrian/Streetscape Data Sheet**

**Project:**

Municipality: Portland Borough County: Northampton County State: PA

**Project Classification**

- |                                    |                                  |
|------------------------------------|----------------------------------|
| <u>X</u> New Sidewalk/Pathway      | <u>X</u> Streetscape Enhancement |
| <u>X</u> Sidewalk Rehabilitation   | <u>X</u> ADA Compatibility       |
| <u>X</u> Pedestrian Crossing(s)    | _____ Other                      |
| <u>X</u> Access Commission Bridges |                                  |

YES NO N/A

Is the project part of a local pedestrian/trail network?	<u>X</u>	—	—
Is the project a continuation of a previously funded pedestrian project?	<u>X</u>	—	—
Is the project part of a regional pedestrian/trail network?	<u>X</u>	—	—
Does the project provide access to community centers?	—	—	<u>X</u>
Does the project provide access to schools?	—	—	<u>X</u>
Does the project provide access to residential areas?	<u>X</u>	—	—
Does the project provide access to employment centers?	<u>X</u>	—	—
Does the project provide access to retail areas?	<u>X</u>	—	—
Does the project provide access to parks?	<u>X</u>	—	—
Does the project provide access to transit facilities?	—	—	<u>X</u>

## **Appendix 1: Terms of the Compact Authorized Investment Local Grant**

The following Terms of the Compact Authorized Investment Local Grant is not the Agreement between the DRJTBC and the Sponsor, but only a general statement of terms.

If awarded a grant for this application, the Sponsor shall:

- a. Agree that the Term of Agreement shall be effective upon its execution and shall continue from year-to-year through 2008 or unless this Agreement is terminated earlier.
- b. Execute an agreement approved by the Commission.
- c. Arrange for financing of the total cost of the project in this application.
- d. In the event that the Commission approves funds in an amount less than requested, the Sponsor, at its option, may: 1) submit demonstration of complementary funding and accept the grant or 2) re-evaluate the project limits or scope and resubmit a scaled-down project with a justification statement, or 3) withdraw the application within sixty days of notice of grant award.
- e. Acknowledge in the agreement that the awarded grant funds are final and no adjustments or additions will be provided by the Commission, unless the Commission otherwise agrees, in its sole discretion.
- f. Perform work described in this application in the specified timeframe, including but not limited to the following:
  1. Preparation of contract drawings and supplementary specifications.
  2. The acquisition of all necessary right-of-way, easements, slope rights, and permits.
  3. Construction of the above-referenced improvement.
  4. Monitoring and supervising compliance with all provisions of this agreement.
- g. Defend, indemnify, protect and hold harmless the Commission and its officers, agents, servants, and employees from and against any and all suits, claims, demands or damages of whatsoever kind and nature even to the extent of the Commission's sole negligence arising out of, or claimed to arise out of, any act, error, omission, or negligence of the Sponsor, its consultants, contractors, agents, servants and employees in the performance of the work of the project including, but not limited to, expenditures for and costs of investigations, hiring of expert witnesses, court cost, counsel fees, settlements, and judgments.
- h. Engage a Professional Engineer, registered in the State of New Jersey or the Commonwealth of Pennsylvania, for design services on the project. In its professional services agreement, the Sponsor shall require:
  1. Provision of professional liability insurance or errors and omissions insurance sufficient to protect against liabilities arising out of the professional obligations performed by all parties pursuant to the agreements.
  2. Provision of public and professional liability insurance; every such policy shall include the Sponsor and Commission as additional insured parties in its agreements for professional and non-professional services.
  3. All design work shall conform to the applicable American Association of State Highway and Transportation Officials (AASHTO) design criteria and the New Jersey or Pennsylvania Bicycle Compatible Roadways and Bikeways Planning and Design Guidelines or comparable document. The design of traffic barriers and drainage systems shall conform to the respective Department of Transportation Roadway Design Manual. No deviation shall be allowed without the knowledge of the Commission. If there is deviation from those standards, the Sponsor shall accept any and all responsibility for any injury or damage by such deviation to any person or property and shall indemnify the Commission as outlined in this above. All design shall also conform to the current "Manual On Uniform Traffic Control Devices" published by the Federal Highway Administration.

Provide maps, reports, detailed plans, supplementary specifications and contract documents required by the Commission.

- j. Assume responsible authority, without recourse to the Commission, regarding the settlement and satisfaction of all contractual and administrative issues arising out of the procurement entered in support of this funding.
- k. Prior to advertising for bids, notify the Commission if it intends to substantially change the scope of the project proposed in the application. No substantial change shall be included in the project unless it has been approved by the Commission.
- l. Secure Commission change order approval for any changes in work after the award of contract.
- m. Fifteen (15) calendar days prior to advertisement, submit the following to the Commission:
  - 1. One (1) copy of the contract plans, specifications, engineer's estimate, and engineer's design certification.
  - 2. Other documents as required.
- n. Advertise and award the contract in accordance with the provisions of the appropriate state statutes.
- o. Comply with all applicable federal, state and local laws, rules, ordinances and regulations.
- p. Submit, within thirty (30) calendar days of construction bids, unless the Commission grants an extension of this time, the following to the Commission:
  - 1. Two (2) copies of the summary of construction bids.
  - 2. A resolution awarding the contract to the lowest responsible bidder submitting a responsive bid, subject to the approval of the Commission.
- q. Award a construction contract for the project within ten (10) months of execution of the grant award agreement by the Commission. The Commission in its sole discretion may grant an extension of this ten (10) month period after receiving an adopted resolution containing the request from the Sponsor. The Commission may cancel the funds allotted to the project if the Sponsor does not award the construction contract by the specified time.
- r. Upon prior approval of the Commission, elect to undertake the work through the use of its own forces when it is deemed applicable and appropriate.
- s. Certify that all allotted funds shall only be spent on eligible costs for the approved project(s) as described in this application.
- t. Provide cost certification and maintain financial records relating to all costs for the project in accordance with applicable New Jersey or Pennsylvania State statute or regulation.
- u. Maintain complete documentation of the project for a period of three (3) years after receiving final reimbursement or payment by the Commission.
- v. Maintain the completed project in a manner satisfactory to the Commission.
- w. Comply with Title VI of the 1964 Civil Rights Act.
- x. Submit quarterly progress reports to the Commission.

Commission participation in the cost of the project shall not exceed the lesser of either 100 percent of the cost of the completed construction work including eligible construction supervision, inspection and material testing, or the original grant award. Commission participation in inspection and material testing costs combined shall be limited to 10 percent of the eligible construction work cost. The Commission shall not participate in costs that the Commission determines to be beyond the scope of the purposes of the allotment, excessive or otherwise unallowable.

In the event awarded funds remain after completion of the work, the remaining funds shall revert to the Commission.

In the event that the Commission determines that it has reimbursed the Sponsor in an amount in excess of the funds actually due under this Agreement, the Sponsor shall, upon notice from the Commission, immediately repay the Commission an amount equal to such overpayment.



In the event the Commission determines that the project is not advancing in accordance with the program guidelines and the project schedule, the Commission may retract the grant.

Upon the granting/issuance of a grant award it is understood that an agreement will be entered into between the Commission and the Sponsor containing, among other things, the foregoing or similar terms.

**I certify that I have read these terms and, on behalf of the Sponsor, I agree to the foregoing terms.**

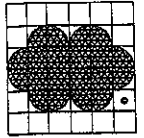
**SPONSOR:** \_\_\_\_\_

**By:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

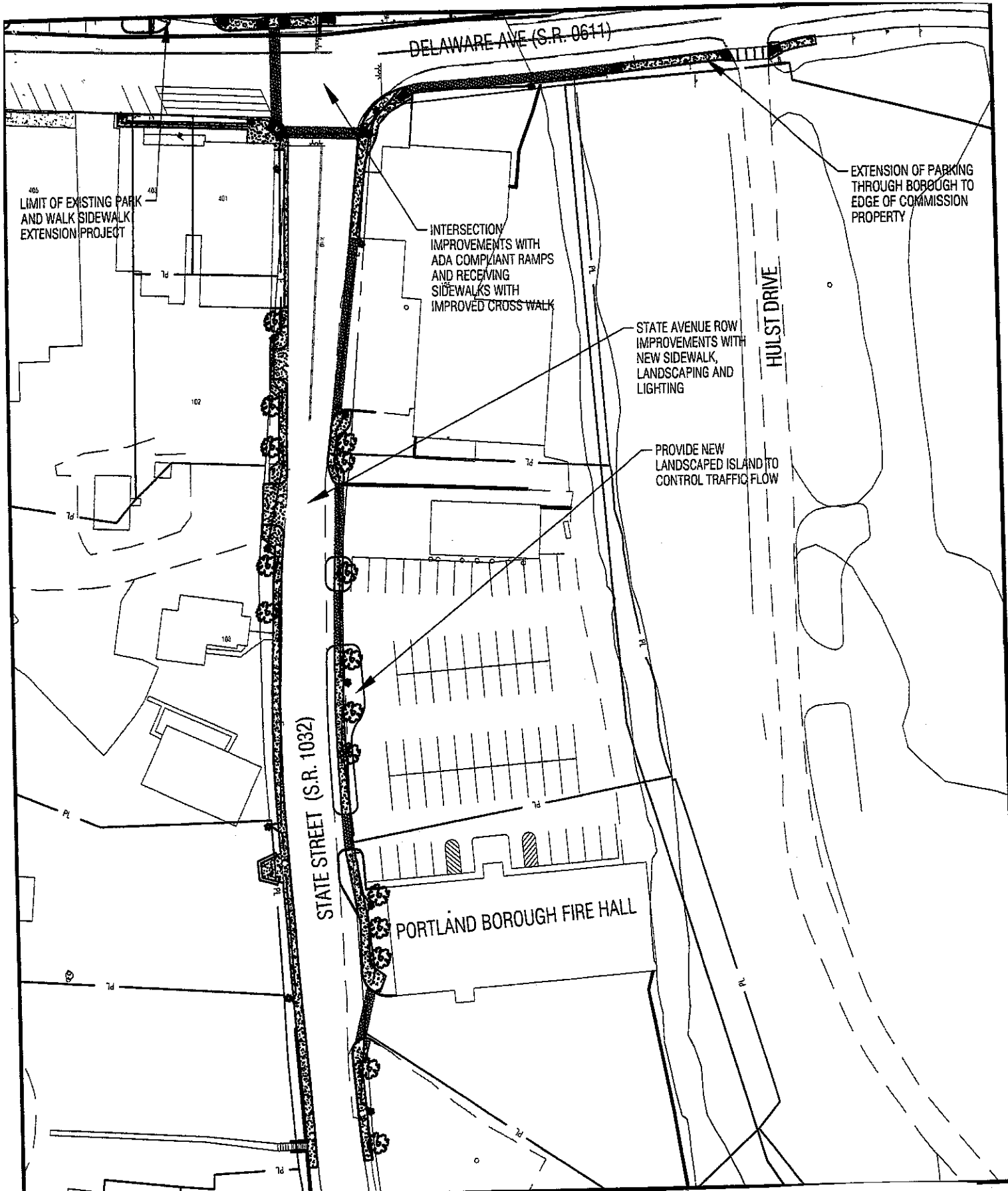
**Date:** \_\_\_\_\_



The following is an engineer's opinion of cost for the Portland Borough Compact Authorized Investment Project. The following is a listing of the required improvements to complete the State Street Sidewalk and Lighting Project

ITEM	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
1	Saw Cut and Removal off existing concrete sidewalk	1142	SF	\$3.75	\$4,282.50
2	Saw Cut and Removal of existing pavement	5855	SF	\$2.75	\$16,101.25
3	Proposed Concrete Sidewalk	5157	SF	\$9.25	\$47,702.25
4	Proposed Concrete Curbing	962	LF	\$14.00	\$13,468.00
5	Proposed Type M Inlet and Connecting Pipe	1	LS	\$7,500.00	\$7,500.00
6	Pavement Restoration Costs	490	SY	\$35.00	\$17,150.00
7	Proposed Stamped Pavement Cross Walks	2706	SY	\$11.75	\$31,795.50
8	Proposed Traffic Light Improvements for Audio and Visual Crossing	1	LS	\$35,000.00	\$35,000.00
9	Lighting Control System Including Permitting, detailed engineered design, installation.	1	LS	\$10,500.00	\$10,500.00
10	Electrical Conduits with wire for Lighting Posts	1375	LF	\$14.00	\$19,250.00
11	Light Posts with Foundation and Light	15	EA	\$6,500.00	\$97,500.00
12	Holiday Ordainment for Light Posts	26	EA	\$350.00	\$9,100.00
13	Japanese Tree Lilac, Syringa Reticulata	16	EA	\$950.00	\$15,200.00
14	Tar Coat and Seal Portland Fire Department Parking lot	1	LS	\$4,500.00	\$4,500.00
15	Provide line striping in Portland Fire Department Parking lot and along cross walks	1	LS	\$3,500.00	\$3,500.00
16	Landscaping In Islands	4	EA	\$750.00	\$3,000.00
17	Proposed ADA Complainant Handicap Ramp	16	EA	\$950.00	\$15,200.00

ITEM	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
18	Required Electrical inspections, Permits and Coordination	1	LS	\$6,500.00	\$6,500.00
19	Application Preparation costs	1	LS	\$1,500.00	\$1,500.00
20	Survey Costs (Preliminary Estimate)	1	LS	\$4,250.00	\$4,250.00
21	Engineering and Site Layout Costs (10 % of total Construction Costs)	1	LS	\$35,074.95	\$35,074.95
22	Penn DOT HOP for Improvements not including pedestrian crossing	1	LS	\$8,500.00	\$8,500.00
23	Penn DOT HOP for pedestrian crossing	1	LS	\$6,500.00	\$6,500.00
24	ROW Acquisition costs relating to Survey Boundary and Easement Work	1	LS	\$4,500.00	\$4,500.00
25	ROW Acquisition costs for legal and actual land costs	1	LS	\$15,000.00	\$15,000.00
26	Legal Costs associated with Contract Matters (2% of construction costs)	1	LS	\$7,014.99	\$7,014.99
27	Penn DOT Inspection Costs	1	LS	\$2,500.00	\$2,500.00
28	Project Bid Documents and Bidding (1 % of total Construction Costs)	1	LS	\$3,507.50	\$3,507.50
29	Construction Administration (4 % of total Construction Costs)	1	LS	\$14,029.98	\$14,029.98
30	Three months Interim Financing Costs (2 % of entire Project)	1	LS	\$9,192.54	\$9,192.54
<b>Proposed Streetscaping Project</b>					<b>\$468,819.45</b>
10 % Contingencies					\$46,881.95
<b>Total Project Costs</b>					<b>\$515,701.40</b>



PROJECT MANAGER MEG	DESIGNED BY MEG
DRAWN BY MEG	CHECKED BY
DATE 3/11/10	CHECKED DATE
SCALE NTS	PROJECT NO. 08008.10

**STATE STREET CONCEPTUAL PLAN**

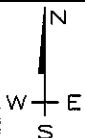
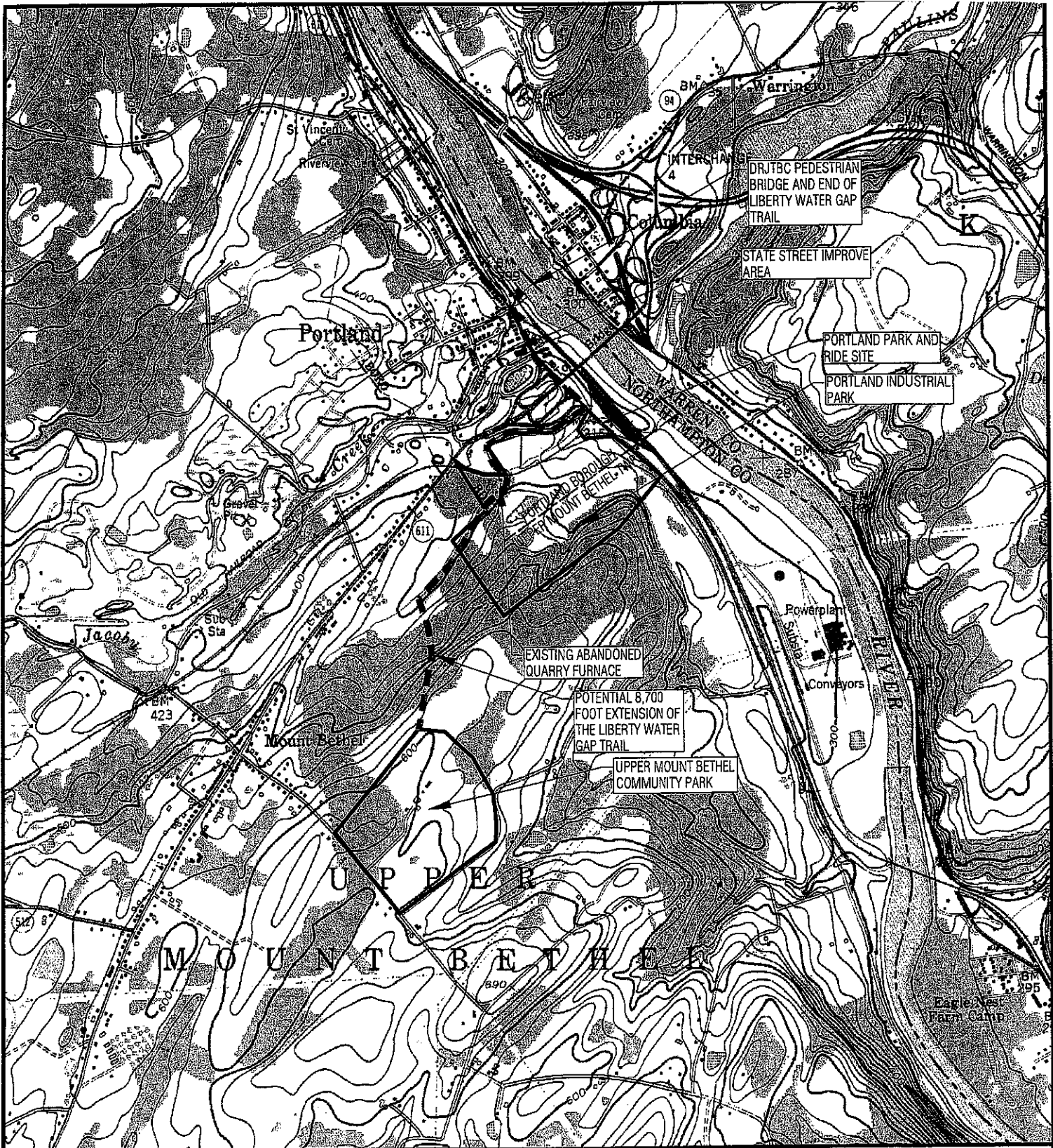
DRJTBC CAI PROJECT  
 PORTLAND BOROUGH COUNCIL  
 206 DIVISION STREET, PO BOX 476  
 PORTLAND NORTHAMPTON COUNTY, PA

AUTHORIZED USE:  
 SKETCH

we translate human needs into practical realities.  
 Surveyors, Engineers and Environmental Scientists

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### LOCATION MAP

PORTION OF PORTLAND USGS QUADRANGLE  
SCALE: 1" = 2000'

PROJECT MANAGER MEG	DESIGNED BY MEG
DRAWN BY MEG	CHECKED BY
DATE 3/11/10	CHECKED DATE
SCALE 1" = 2000'	PROJECT NO. 08008.10

<b>STATE STREET CONCEPTUAL PLAN</b>	
DRJTBC CAI PROJECT	
PORTLAND BOROUGH COUNCIL	
206 DIVISION STREET, PO BOX 476	
PORTLAND	NORTHAMPTON COUNTY, PA

AUTHORIZED USE:
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We translate human needs into practical realities.  
Surveyors, Engineers and Environmental Scientists

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