

# Town of Huntington

## Lower Village Bicycle/Pedestrian Scoping Study

Scope of Work – July 25, 2014

### **Background:**

The Town of Huntington received an award from the VTrans Bicycle Pedestrian Program with the following objective:

To prepare a scoping report that identifies potential bicycle and pedestrian improvement strategies in Huntington's Lower Village. Selected strategies will not only improve transportation options in this, the primary settlement area of Town, but lead to public safety benefits as well. The combination of increased vehicle traffic with local pedestrian and bicycle activity means the potential for dangerous conflicts is growing. Implementation of this scoping report's recommendations should alleviate these conditions.

The study is focused on the Lower Village designated village center. There are numerous concerns regarding safety for all users of the village streets, with the following of particular importance:

- High traffic speeds
- Lack of sidewalks
- Unsafe travel patterns through E-Street/Main Road intersection (failure to yield right-of-way to oncoming cars, poor sight distance and geometry)
- Chaotic conditions with parking maneuvers and through traffic conflicting with bicycles and pedestrians, particularly between Bridge Street and the Library.

Among the goals of this study will be to build on prior work to address transportation, safety and development issues in the Lower Village. These studies include:

- Huntington Town Plan, adopted
- Huntington Draft Town Plan
- Huntington Traffic Calming Plan, 2008
- Form Based Code analysis, 2012
- Intersection Reconfiguration Concepts, 2000
- Main Road Pavement Evaluation Study, 2012
- Ancient Roads Report, 2014
- Water and Wastewater Capacity Study, 2012

The focus will be on developing a feasible implementation plan, building on past work. The study should describe a set of feasible projects, programs and policies that will together to achieve the goals of improving safety, and defining an implementation strategy.

## Scope of Services

### A. Project Initiation

*Activities:*

- Meet with Town of Huntington, CCRPC and the Advisory Committee to discuss the scope of work.
- Collect information including previous studies, tax maps, GIS data, land use and development plans, and other relevant materials.
- Set the project schedule.
- Conduct a site visit of the study area to review existing conditions and obtain committee input and observations.

*Deliverables:* Detailed scope of work and study schedule.

### B. Compile Base Map; Review Existing Conditions and Past Studies

*Activities:*

- Develop a base plan of the project area using D&K's existing topography files supplemented by GIS data from CCRPC and VCGI.
- Gather and review appropriate traffic counts, bike/ped data and accident data.
- Review and summarize past studies and other relevant documents.
- Review future trends, growth projections, and local land use and development plans.

*Deliverables:* GIS base map of study area and summary of past studies

### C. Local Concerns Meeting

*Activities:*

- Conduct a Local Concerns Meeting to obtain public input and concerns.
- The meeting will have an interactive format, with opportunities for every attendee to contribute their ideas.
- Solicit ideas and concerns on concepts from past studies, including the traffic calming concepts and the intersection reconfiguration, to determine support and current relevance.

*Deliverables:* Meeting presentation materials and meeting notes

## **D. Develop Conceptual Alternatives**

### *Activities:*

- Based on information gathered and reviewed, and public input, develop alternative concepts for addressing the identified concerns in the study area.
- Drawings will be sketched at a conceptual level on aerials using GIS or Adobe Illustrator software.
- Present initial concepts to the Advisory Committee for input and refinement.

*Deliverables:* Drawings and narrative on alternatives; attend Advisory Committee meeting

## **E. Refine and Evaluate Alternatives**

### *Activities:*

- Refine alternatives based on committee input.
- Evaluate alternatives for environmental, utility and right-of-way issues, and further refine as needed and prepare evaluation matrix.
- Develop cost estimates using typical project unit costs to allow comparison of alternatives
- Present and discuss alternatives at a public meeting to get input.
- Provide information to the selectboard to select an alternative following the public meeting.

*Deliverables:* Presentation materials for refined alternatives and evaluation summary matrix

## **F. Prepare Cost Estimates and Develop Implementation Plan**

### *Activities:*

- Develop project-specific cost estimates for recommended alternatives.
- Prepare implementation timeline and funding strategy

*Deliverables:* Cost estimates, implementation narrative and timeline

## **G. Prepare Final Report and Presentation**

### *Activities:*

- Prepare draft report and review at final Advisory Committee meeting.
- Present revised report at a public meeting, obtain final input.
- Prepare and submit final report

*Deliverables:* Draft Report, Presentation and Final Report