

November 4, 2024

Mr. Richard M. Harris, Coordinator – Building, Planning & Development
Town of Halfmoon
via email: rharris@townofhalfmoon.org



RE: Route 236 and Guideboard Road Intersection Improvement Project

Dear Mr. Harris:

Funding is currently available through the Transportation Improvement Program (TIP) to support transportation-related projects that reduce vehicle emissions or traffic congestion. The Town is well-positioned to obtain funding for construction, inspection, and right-of-way services as the Route 236/Guideboard Road project is already funded for preliminary and final design.

Creighton Manning Engineering, LLP (CM) is interested in working with the Town to prepare the application for funding for right-of-way, construction, construction support and construction inspection. We have worked successfully with local municipalities to prepare applications for funding for projects under the TIP, CMAQ, Safe Routes to School (SRTS), and Highway Safety Improvement Program (HSIP) and have extensive experience seeing projects through to completion. The firm is thoroughly familiar with the types of improvements and projects eligible for funding under this solicitation and has local and recent construction costs for similar improvements, which will strengthen the Town's application.

EXPERIENCE WITH SIMILAR TYPES OF PROJECTS

Creighton Manning has a comprehensive understanding of the TIP. We have assisted several municipalities with developing applications to secure State and Federal funding for projects throughout the Capital Region. Representative projects Creighton Manning has completed funding applications and subsequent design for intersection improvement projects are summarized below. In addition to our capabilities to successfully complete the funding application, Creighton Manning has completed the design and inspection of many Federally funded projects involving a roundabout. The firm has designed and inspected 19 roundabouts in New York. This experience includes the following local projects:

Route 236 and Guideboard Road Intersection Improvement, PIN 1762.50, Town of Halfmoon, Saratoga County, NY. Creighton Manning is providing preliminary and final design services for this roundabout project at the Guideboard Road/Route 236 intersection. The scope of work also includes the design of an additional through lane along Route 236 from Guideboard Road to Route 9.



US Route 4 Improvements

Town of North Greenbush, Rensselaer County, NY

Creighton Manning was responsible for planning, preliminary and final design, traffic engineering, survey and right-of-way mapping and acquisition, and construction inspection for this \$9.6 million Federal Aid project. The scope of work entailed the design of a new roundabout at the Route 4 and Williams Road/ Glenmore Road intersection, over a mile of pedestrian improvements along Route 4, and new traffic signals at the Route 4 intersections with Bloomingrove Road and Winter Street Extension. *Awarded amount: \$4,100,000 in TAP/CMAQ funding.*



US Route 9W and Feura Bush Road Roundabout

Town of Bethlehem, Albany County, NY

This project involved the design of a two-lane roundabout at the Route 9W/Feura Bush Road/Glenmont Road intersection and 1,300 feet of sidewalk along Route 9W, and 2,800 feet of sidewalk along Glenmont Road. This Federal Aid project was funded through the CMAQ and Safe Routes to School (SRTS) programs. Services provided by Creighton Manning include traffic operations and safety analysis, roundabout and sidewalk design, public engagement, utility relocation coordination, storm water pollution prevention design and permitting, survey and mapping, and construction inspection. *Awarded amount: \$4,500,000, which included a water and a sewer betterment.*

PROPOSED STAFFING WITH CURRENT WORKLOAD

Staff	Current Projects	Availability as of Nov 2024
<i>Tony Christian, PE</i> <i>Project Manager</i>	Guideboard & Route 236 Roundabout Design – 20% NYSDOT Region 8 PSAP – 10% Freemans Bridge Road Multi-Use Path – 10% Albany DRI Streetscape Design – 5%	55%
<i>Matt Van Wie, PE</i> <i>Project Engineer</i>	Guideboard & Route 236 Roundabout Design – 15% NYSDOT US Route 6 Annsville Circle – 10% City of Rye Sidewalks - 10% Miscellaneous Projects – 15%	50%
<i>Brian Jones</i> <i>Construction Manager</i>	LAFA Projects – 35%	65%
<i>RK Hite</i> <i>Right-of-Way</i>	Miscellaneous Projects – 35%	65%

RK Hite & Co., Inc. is the premiere Right-of-Way and Real Estate Acquisition firm in New York State. They have a thorough knowledge of the Uniform Relocation Assistance and Real Property Acquisition Policy Act of 1970, the NYS Eminent Domain Procedure Law of 1977 and the FHWA and NYSDOT guidance documents and procedure manuals for the acquisition of real property for Transportation projects. RK Hite Inc. has performed ROW service on more than 150 Locally Administered Federal Aid transportation projects and will be responsible for appraisals and ROW acquisition if required for this project.

FAMILIARITY WITH FEDERAL AND STATE REQUIREMENTS

Creighton Manning has been on the LDSA list for many years and is very familiar with the Federal and State requirements associated with LAFA projects. This includes NEPA and SEQRA, NYSDOT Highway Design Manual, and the NYSDOT Local Projects Manual (LPM). While the voluminous LPM can be intimidating to the local municipalities, we have developed a streamlined user's manual that ensures the required process is followed. We also have extensive NYSDOT design experience, so we are very familiar with the latest roundabout design standards. Roundabout design has evolved since the early implementation in the Capital Region and Creighton Manning has maintained our roundabout design expertise and knows the current standards and requirements for roundabouts and how to inspect them.

ORGANIZATION AND FINANCIAL RESPONSIBILITY

CM is a locally owned civil engineering and land surveying firm organized as a limited liability partnership. We have been in business continuously for 59 years and have successfully met all our financial responsibilities to our staff, subconsultants, and clients. Our accounting system was developed to effectively process locally administered Federal aid projects, including project audits through NYSDOT and FHWA. CM is committed to implementing design solutions that meet the project objectives, are within the budget, and delivered on time.

LOGISTICS AND FAMILIARITY WITH PROJECT AREA

Creighton Manning is a local firm, so all staff resources are located near the project site and the Town offices, which will facilitate coordination and communication. Creighton Manning is very familiar with the project area through our current roundabout design project for the Town. Our involvement with the design of the roundabout gives us unmatched familiarity with the project when it comes time for construction.

We look forward to working with the Town to secure funding to improve mobility at this important intersection. If you have any questions regarding our experience and qualifications, please contact me at (518)689-1880 or achristian@cmellp.com.

Respectfully submitted,
Creighton Manning Engineering, LLP



Tony Christian, PE
 Project Manager

PROJECT APPROACH

CM will assist the Town in the development of an application for funding consistent with the application guidance and eligibility criteria. CM will provide the following services to the Town:

1. Coordination with the Town, NYSDOT, and the County;
2. Conceptual layout of improvements to evaluate right-of-way needs;
3. Development of project schedule;
4. Cost estimating; and
5. Application assistance.

All documents related to the application will be completed by Creighton Manning for the Town prior to the deadline of December 6, 2024. Creighton Manning will be available to join Town staff at the Town's offices while documents are uploaded to assist with the submission or meet via Teams, whichever the Town prefers.

Upon award of a grant, Creighton Manning has the capability and experience required to perform the construction support and construction inspection of the project under the *Procedures for Locally Administered Federal Aid Projects* to ensure the requirements of the Federal funding are met.

Creighton Manning has more than 30 local inspectors with experience on NYSDOT and/or federally funded intersection construction projects, including roundabouts. The team includes inspectors who possess the following certifications and training:

- OSHA 10-hour Construction Safety & Health Training
- American Concrete Institute (ACI) Concrete Field Testing Technician – Grade I for concrete field testing and inspection
- Nuclear Density Gauge Technician and Radiation Safety Officer (RSO)/HazMat Training for concrete paving and earthwork compaction
- NorthEast Transportation Technician Certification Program (NETTCP) Soils and Aggregate Inspector or NYSDOT Earthwork Inspectors Training for geotechnical construction and earthwork inspection
- NETTCP HMA Paving Certification
- NYSDEC Erosion and Sediment Control Training and qualified for SPDES permit inspections
- Formal Training in Work Zone Traffic Control (WZTC)

Creighton Manning has directly applicable experience inspecting intersection reconstruction projects on State and County roads. We will prepare a Quality Management Plan to ensure the work of the contractor is performed in accordance with the applicable standards, specifications, and approved plans. We will coordinate a pre-construction meeting with the Town, NYSDOT, and the contractor, monitor the contractor's work focusing on work zone traffic control and safety, prepare contractor payment requisitions, and maintain an Engineer's Diary as per MURK.