

# North 29 Scope of Work

TJPDC May 18, 2021

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Plan needs to be completed by June 30, 2022.

## PROJECT PURPOSE AND NEED

US 29 north of Charlottesville continues to experience growth and as such has experienced increasing safety and operational challenges. This corridor study will identify needs, community vision, and possible solutions for the US 29 corridor between Route 649 (Airport Road) in Albemarle County and Deerfield Drive in Greene County.

TJPDC’s purpose in the study is to identify Greene and Albemarle’s vision and goals for this part of US 29 and work with VDOT and the localities to identify implementable solutions to both VDOT and the localities goals. VDOT will assist in identifying and vetting potential operational and safety improvements along US 29 north of Charlottesville in Albemarle and Greene Counties.

### Phase 1 TJPDC Project Scoping

TJPDC will engage Albemarle and Greene Counties to outline corridor priorities, project outcomes and scope. The level of stakeholder and public involvement will also be defined during Phase 1.

### Phase 2 Project Background, Stakeholder Engagement and Evaluate Alternatives

Phase 2 will engage stakeholders and the public to identify a vision for the study area. This vision would include combining locality goals and areas of need along the study corridor with VDOT’s intersection and traffic analysis. With guidance from TJPDC and the counties, VDOT will develop a range of potential improvements to address the long-term needs and goals of the study area.

The potential improvements will be evaluated by the stakeholders and public through surveys and meetings. Then, a series of community supported improvements will be organized into short-, mid-, and long-term implementation strategies that reflect the vision for the corridor. One of the criteria for prioritizing the improvements will be based on potential for implementation—can the improvement advanced through SMART SCALE, or through maintenance projects, safety enhancements, or traffic operations improvements.



Figure 1: Project Study Area

The study will be conducted in an environment that encourages input and buy-in from the community, the counties, VDOT, and other agency and community stakeholders. Recommendations identified may require further concept development as a separate next step in the process. Identified concepts/projects will be developed to be transferable to future SMART SCALE applications as appropriate.

## PROJECT SCOPE

The scope of services below describes services to be provided by TJPDC to complete a study and vision plan for the US 29 corridor between Route 649 (Airport Road) in Albemarle County and Deerfield Drive in Greene County.

### Phase 1—Project Scoping

May 2021 to July 2021

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#### Task 1.1—Kick Off Meeting

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##### *Task 1.1.1—Define Project Goals*

TJPDC will meet with Albemarle and Greene Counties to outline corridor priorities, project outcomes and scope. Stakeholder and public involvement will also be defined during Phase 1.

Task 1.1 Deliverables:

- Scope of work and expected outcomes (TJPDC)
- Stakeholder group identified (TJPDC)

##### *Task 1.1.2—Stakeholder Group*

TJPDC will contact the stakeholders identified during the Kick-Off Meeting to introduce the project.

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#### Task 1.2—Existing Conditions Study

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##### *Task 1.2.1—Review Previous Studies*

TJPDC will review and summarize land use, zoning, and transportation studies related to the study corridor.

Task 1.2.1 Deliverable

- Existing Conditions Report (TJPDC)

##### *Task 1.2.2—Combine with VDOT’s Report*

Combine VDOT’s Existing Conditions Summary Graphics with TJPDC’s Existing Conditions Report

Task 1.2.2 Deliverable

- Combined Existing Conditions Report (TJPDC)

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#### Task 1.3—Draft Project Vision

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##### *1.3.1—Stakeholder Group Meeting #1*

Meet with Kittelson, VDOT, Albemarle, and Greene Counties to review the existing conditions and discuss draft goals and areas of need. The meeting will also cover VDOT’s draft corridor

planning process.

Task 1.3.1 Deliverable

- Meeting Minutes (Kittelsohn)
- Draft Framework Plan (Kittelsohn)

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Task 1.4— Project Management

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1.4.1—TJPDC will review Kittelsohn’s progress reports and adjust the scope as needed.

## Phase 2—Corridor Study

July 2021 to February 2022

While Kittelsohn develops a future no-build analysis considering the existing and future potential travel demand characteristics, TJPDC will assess existing conditions and discuss VTRANS priorities with the stakeholders. The analysis will consider previous studies, planned and programmed improvements, as well as any ongoing planning efforts for future development. Consideration of the travel patterns and future multimodal vision for the US 29 corridor will also support the evaluation of alternatives.

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Task 2.1— Future No Build Conditions Analysis

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*2.1.2 Review VDOT’s Existing Conditions & Future No-Build Technical Memorandums*

TJPDC will review Kittelsohn’s Existing Conditions & Future No-Build Technical Memorandum with the counties and identify areas of need and priorities.

*Task 2.1 Deliverables*

- Existing Conditions & Future No-Build Technical Memorandum (Kittelsohn)
- Feedback on the Existing Conditions & Future No-Build Technical Memorandum (TJPDC)

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Task 2.2—Refine Vision, Goals, and Areas for Improvement

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*2.2.1. Goals and Objectives*

TJPDC will assist Kittelsohn in revising the draft set of study goals and objectives identified in task 2.1.

*2.2.2 MetroQuest Survey*

TJPDC will assist Kittelsohn with developing a survey for use in MetroQuest. The survey will assist with public outreach for the first public workshop.

*2.2.3. Stakeholder Group Meeting #1*

TJPDC will assist Kittelsohn with facilitating Stakeholder Group Meeting #1. The meeting will include a presentation of the existing conditions and future no-build analysis and a discussion of the draft goals and objectives. The meeting will also include discussion/preparation for the Public Workshop.

*2.2.4. Public Workshop #1*

TJPDC will assist Kittelsohn with conducting an informational public workshop.

### *Task 2.2 Deliverables*

- Preliminary Alternatives (Kittelson)
- Stakeholder Group Meeting # 1 (Kittelson/TJPDC)
- Public Workshop #1 (Kittelson/TJPDC)

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### **Task 2.3—Develop Multimodal Transportation Solutions**

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Based on the goals and objectives and feedback from Stakeholder Group Meeting #1 and Public Workshop #1, Kittelson will develop a series of potential multimodal transportation solutions/alternatives.

#### *2.3.1 Review Draft Alternatives*

TJPDC will review and provide feedback on the series of preliminary potential multimodal transportation solutions developed by Kittelson.

#### *2.3.2 Stakeholder Group Meeting #2*

TJPDC will assist Kittelson with conducting Stakeholder Group Meeting #2, this will include a presentation of the preliminary alternatives developed by Kittelson.

### *Task 2.3 Deliverables*

- Stakeholder Group Meeting #2 (Kittelson/TJPDC)
- Draft Alternatives (Kittelson)

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### **Task 2.4—Revise Solutions based on Feedback**

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Based on feedback from Stakeholder Group Meeting #2 and the initial evaluation of alternatives in Task 2.3, Kittelson will refine improvement concepts and develop additional details for the selected improvements.

#### *2.4.1 Review Updated Alternatives*

TJPDC will review and provide feedback on the updated alternatives developed by Kittelson.

#### *2.4.2 Stakeholder Group Meeting #3*

TJPDC will assist Kittelson with producing Stakeholder Group Meeting #3. This meeting will include a summary outlining the final alternative recommendations. Kittelson will also facilitate a discussion with stakeholder group members to provide feedback and comments regarding the final alternative(s) recommendations, as well as a continued discussion on next steps, implementation of short-, mid-, and long-terms options.

#### *2.4.3 Public Workshop #2 Review Final Alternatives*

TJPDC will assist Kittelson with producing Public Workshop #2 to share the results of the alternatives development and solicit feedback from the community.

#### *2.4.4 Select Alternatives and Determine Next Steps*

TJPDC will assist Kittelson with selecting alternatives based on the feedback from Stakeholder Group Meeting #3 and Public Workshop #2. TJPDC will work with Kittelson to develop next steps for implementing the alternatives, including identifying potential funding sources.

#### *2.4.5 Stakeholder Group Meeting #4*

TJPDC will assist Kittelson with producing Stakeholder Group Meeting #4 to present a summary outlining the final alternatives and next steps.

### *Task 2.4 Deliverables*

- Refined Alternatives (Kittelsohn)
- Stakeholder Group Meeting #3 (Kittelsohn/TJPDC)
- Public Workshop #2
- Stakeholder Group Meeting #4

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### Task 2.5—Report

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#### *2.5.1 Draft Final Report*

Building on VDOT’s Alternatives and Strategies Report TJPDC will combine all the reports from the study and produce one final project report and presentation.

The report will include:

- 1) Background
- 2) Intersection Analysis (Kittelsohn)
- 3) Stakeholder and Public Feedback Records
- 4) Final Solutions and Implementation Strategies
- 5) Budget Estimates
- 6) Maps and graphics

#### *2.5.2 Review Draft Final Report with Stakeholders*

TJPDC will review the final report with stakeholders to gather feedback.

#### *2.5.3 Refine and Finalize Final Report*

Based on the feedback from the stakeholders TJPDC will refine the final report and deliver it to the stakeholders.

### *Task 2.5 Deliverables*

- Draft Alternatives and Strategies Report (Kittelsohn)
- Final Alternatives and Strategies Report (Kittelsohn)
- Draft Final Report (TJPDC)
- TJPDC Final Report (TJPDC)

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### Task 2.6—Project Management (VDOT and TJPDC)

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#### *2.6.1 Present Alternatives and implementation Strategies*

TJPDC will present a project summary, final alternatives, and implementation strategies to Counties and PDC committees.

### *Task 2.6 Deliverables*

- PowerPoint Presentation (TJPDC)

# PROJECT SCHEDULE

## *Phase 1*

Completion of Task 1 Week of May 17, 2021  
Completion of Task 2 Week of Mid June, 2021  
Completion of Task 3 Week of June 22, 2021

## *Phase 2*

Completion of Task 1 Week of July 19, 2021  
Completion of Task 2 Week of August 16, 2021  
Stakeholder mtg and Public Mtg 7/20-8/17

Completion of Task 3 Week of October 4, 2021  
Completion of Task 4 Week of January 10, 2022  
Completion of Task 5 Week of February 14, 2022