

2022-2023 UPWP Solicitation Results and Project Selection Process Documentation

The Unified Planning Work Program (UPWP) is produced by CDTC and explains how federal transportation planning funds will be spent in the state fiscal year. CDTC is developing a new UPWP to cover the period beginning April 1, 2022 and ending March 31, 2022. The UPWP identifies the planning priorities and activities that are to be undertaken in the region to further develop the policies and recommendations contained in *New Visions 2050*, the region's metropolitan transportation plan. It is produced in compliance with the federally mandated metropolitan transportation planning process.

Call for Projects

CDTC released a call for new transportation planning projects on October 14, 2021. The project solicitation guidance was shared with all eligible project sponsors in the CDTC planning area. Proposals were required to meet the eligibility requirements defined by the FAST Act and were required to help further the major goals and policies recommended in New Vision 2050. The call letter also reserved up to \$200,000 in federal planning funds for Linkage Program projects, leaving funding in other categories open and dependent on the level of interest. The submission deadline was Friday, November 13, 2021.

The UPWP is funded with federal transportation planning funds from the Federal Highway Administration and the Federal Transit Administration. The maximum request for federal funding and required local match by project type is as follows:

- Linkage Program - \$100,000 maximum total project cost with 10% local cash match (i.e. \$90,000 federal + \$9,000 local cash = \$99,000 total project cost) or 10% in-kind service match. Cash match is preferred.
- Regional Plan Implementation - \$150,000 maximum total project cost with 10% in-kind services or cash match.
- Community Planning Technical Assistance - \$30,000 maximum total project cost with 10% in-kind services match.

Project Proposals and Evaluation Process

CDTC received six planning project proposals as shown in Table 1, all requesting consultant assistance. The total requested federal funding is \$370,000 with an additional \$68,000 in cash matches. All project proposals met eligibility requirements and committed to at least a minimum match. A review committee consisting of four CDTC staff read and evaluated all proposals based on a set of primary and secondary criteria directly related to New Visions 2050 goals and policies, FHWA Emphasis Areas, and 11 emerging issues and opportunities in the Capital Region. The evaluation criteria are available in the UPWP solicitation guidance document at https://www.cdtcmpo.org/images/upwp/FINAL_2022-23_UPWP_solicitation_guidance.pdf

Table 1: UPWP Project Proposals

Project Proposal	Sponsor	Project Type	Federal Funds Requested	Consultant Budget*
Hoosick Roads/Transportation Infrastructure Planning	Town of Hoosick	Regional Plan Implementation	\$30,000	\$33,000
Albany & Crane Streets Linkage Study	City of Schenectady	Linkage	\$60,000	\$90,000
Church Street Complete Streets Corridor Study	City of Saratoga Springs	Linkage	\$90,000	\$99,000
Exit 16 Linkage Study Update 2022	Town of Wilton	Linkage	\$50,000	\$55,000
Hoosick Road (NYS Route 7) Corridor Study	Town of Brunswick	Linkage	\$90,000	\$99,000
Sand Creek Road Complete Street Feasibility Study	Village of Colonie	Linkage	\$50,000	\$65,000

*Includes local cash match.

Evaluation Results and Recommendation

Based on the evaluation criteria and discussion, staff ranked the proposals from 1-6, 1 being the highest funding priority and 6 being the lowest. Other factors that influenced funding priority included regional equity and providing assistance to communities that have not previously received funding assistance from CDTC. Staff recommends the following funding priority, as resources are available:

1. Hoosick Roads / Transportation Infrastructure Planning
2. Albany & Crane Streets Linkage study
3. Hoosick Road Corridor Study
4. Sand Creek Road Complete Street Feasibility Study
5. Exit 16 Linkage Study Update 2022
6. Church Street Complete Streets Corridor Study

The table below lists the proposed projects and how they were ranked by staff.

Project	Hoosick Roads / Transportation Infrastructure Planning	Albany & Crane Streets Linkage Study	Church Street Complete Streets Corridor Study	Exit 16 Linkage Study Update 2022	Hoosick Road (NYS Route 7) Corridor Study	Sand Creek Road Complete Street Feasibility Study
	1	2	5	6	4	3
	1	2	6	5	3	4
Rank	1	2	5	4	6	3
Avg.	1	2	5.3	5	4	3.7

It is recommended that the Hoosick Roads, Transportation Infrastructure Planning Study be funded as a New Visions implementation initiative. The following studies will be funded through the Community and Transportation Linkage Program: (1) Albany & Crane Streets Linkage Study, (2) Hoosick Road Corridor Study, and (3) Sand Creek Road Complete Street Feasibility Study. through the Technical Assistance Program. It was recommended that the Exist 16 Linkage Study Update be reviewed in coordination with the project sponsor to pare down the scope and fund it through the Technical Assistance Program.