

CALL FOR H-GAC ACCESS MANAGEMENT CORRIDOR PLANNING STUDIES

INSTRUCTIONS & APPLICATION

(This is not a request for proposals from consulting firms.)

In accordance with the approved 2012-2013 Unified Work Planning Program (UPWP), the Houston-Galveston Area Council (H-GAC) is initiating this call for access management planning studies from interested H-GAC member municipalities and TxDOT. Within the last decade, H-GAC has completed several access management studies on Westheimer, FM 518, FM 1960, SH 6, FM 2920, BF 1960, SH 105, FM 1764, and FM 1092. Additionally, many of the recommendations from previously completed access management studies are scheduled to receive funding for implementation.

Access Management (AM) is the proactive management of vehicular access points to land parcels adjacent to all manner of roadways. Good access management promotes safe and efficient use of the transportation network. AM encompasses a set of techniques that state and local governments can use to control access to highways, major arterials and other roadways. These techniques include:

- **Access Spacing:** Increasing the distance between traffic signals improves the flow of traffic on major arterials, reduces congestion, and improves air quality for heavily traveled corridors.
- **Driveway Spacing:** Fewer driveways spaced further apart allows for more orderly merging of traffic and presents fewer challenges to drivers.
- **Safe Turning Lanes:** Dedicated left- and right-turn, indirect left-turns and U-turns, and roundabouts keep through-traffic flowing. Roundabouts represent an opportunity to reduce an intersection with many conflict points or a severe crash history (T-bone crashes) to one that operates with fewer conflict points and less severe crashes (sideswipes) if they occur.
- **Median Treatments:** Two-way left-turn lanes (TWLTL) and nontraversable, raised medians are examples of some of the most effective means to regulate access and reduce crashes.
- **Right-of-Way Management:** As it pertains to Right of Way acquisition and reservation for future roadway widening, good sight distance, access location, and other access-related issues.

Access Management provides an important means of improving safety, mobility and reducing travel time for motorists. It calls for effective ingress and egress to a facility and efficient spacing and design to preserve the functional integrity of roadway system.

Letters/Resolutions from Elected Officials Supporting the Study

Letters of support from elected officials representing the jurisdiction where the study is proposed are encouraged. A resolution submitted from a governing body of elected officials with jurisdiction over the project area is preferred.

Other Letters of Support

Letters of support are encouraged to help evaluate applications. If multiple jurisdictions and/or organizations will be involved in project implementation, each agency, organization or local government entity must submit a letter of support for the planning study. If the proposed facility is on the State system, a letter of support from the TxDOT Houston District is required. If a proposed facility serves as a fixed transit route, a letter of support from the appropriate transit agency is required. Other letters of support are encouraged, such as chambers of commerce and homeowner associations.

Local Funding Match

Sponsoring agencies must demonstrate a financial commitment to provide not less than a 20% local cash match for the proposed studies. Applicants should indicate the *maximum* dollar amount of local cash funds they wish to commit toward their proposed study(s). Generally, this commitment is demonstrated by a board resolution or a letter from the highest local elected or State official that supports the project and *explicitly* commits to the local cash match. Applicants having their proposals selected will be invited to enter into an interlocal agreement with H-GAC and will be responsible for submitting the local cash match to H-GAC. H-GAC will receive invoices from retained consultants, pay the consultants for services rendered and invoice TxDOT for reimbursement of expenses, less the local cash match provided by the Project Sponsor to H-GAC.

Project Management

H-GAC MPO Director, or his designee, will serve as the Project Manager for any and all access management studies selected for implementation. H-GAC staff will work closely with affected municipalities and transportation agencies to ensure they are comfortable with the consultant selected, the planning process proposed and the study recommendations generated. H-GAC staff will manage the day-to-day study activities and serve as the point of contact for consultants, municipal entities and State agencies.

Demonstration of Need

Project sponsors are highly encouraged to provide any information they may have to justify the selection of their application. This information may include, but is not limited to:

- Vehicle and pedestrian crash rates with mapped locations;
- Traffic volumes and intersection turning movement counts – 24-hour and peak;
- Vehicle-to-Capacity (V/C) ratio for the corridor(s);

- Vehicle Hours Traveled (VHT) for the corridor(s);
- Previous travel time studies conducted, if any;
- Public transit service provided with ridership numbers;
- Description and mapped intersection and corridor design deficiencies, if known.

Project Evaluation Process

H-GAC staff will utilize the following criteria to evaluate, score and rank suggested corridor studies:

- 1) Crash rate compared to statewide average (0-20 points);
- 2) V/C ratio greater than 0.85 (0-20 points);
- 3) Documented local government and TxDOT (if State facility) support (0-20 points);
- 4) Relationship to other plans (0-20 points);
- 5) Regional significance (0-20 points);

After the projects are evaluated, scored and ranked, a draft ranked list of applications, with recommendations, will be submitted to the Technical Advisory Committee and Transportation Policy Council for consideration and action.

Submission of Application

H-GAC is seeking candidate corridor facility nominations to perform access management studies. This call for planning studies is limited to implementing agencies. **This is not a request for consultant proposals.**

Please complete all applicable information on the attached study nomination form for each candidate corridor planning study. Applicants must submit additional applications for each additional study corridor to be considered. All submittals must be received by the H-GAC Project Manager no later than **5:00 p.m., Thursday, February 23, 2012**. Any submissions received after this deadline will be returned to the applicant and will not receive further consideration.

Please submit your application electronically, with attachments, via email to the Project Manager identified below. Please title the subject of your email as "Access Management Application." Once H-GAC has received your proposal, you will be notified of its receipt and if additional information is needed. The attached form must be complete and signed to be accepted. Please direct all correspondence and questions regarding the application to the Project Manager identified below.

Bill Tobin, Project Manager
Houston-Galveston Area Council
3555 Timmons, Suite 120
Houston, Texas 77227-2777
Phone: (713) 993-4589
Fax: (713) 993-4508
E-mail: bill.tobin@h-gac.com

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PART 1: PROJECT DESCRIPTION

- A. Project Title/Facility Name:** [Enter Data Here]
- B. Sponsoring Agency(s):** [Enter Data Here]
- C. Contact Person(s) with Contact Information:** [Enter Data Here]
- D. Study Area (define the limits):** [Enter Data Here]
- E. Length of Corridor (linear miles):** [Enter Data Here]
- F. Maximum Local Cash Match Commitment:** \$[Enter Amount Here]
- G. Project Description/Justification:** In the space below, please provide a clear, concise, and thorough description of the proposed planning study and why it should be selected for funding. Also attach a map or aerial photo highlighting the proposed limits of the corridor study area. If more space is needed, additional sheets may be attached. Please identify additional sheets as PART I Continued. If your agency, as a matter of standard operating procedure, prepares a “project summary” report, H-GAC would prefer to receive such a document in lieu of completion of this section (Part I). Please note below if a project summary report has been provided as an attachment.

[Enter Data Here]

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PART 2: PROJECT FUNDING INFORMATION

Proposed Funding: In the table below, indicate the amounts requested to include Federal funds, a maximum local cash match from each participating agency and a total amount. If more than 3 local agencies are participating, please use another sheet and label it “Part 2 continued”.

“Double click” and complete the Excel funding table below.

H-GAC	Local Cash Match			Total
Federal Funds	Agency 1	Agency 2	Agency 3	
\$0	\$0	\$0	\$0	\$0

Local Cash Match Funding Commitment: Include documentary evidence of a commitment to provide a local cash match for the funding. Documentary evidence should be in the form of an official action by a duly constituted governing body or chief elected official. Documents from a governing body may consist of a letter from the chief elected official, a resolution, a minute order, or a commissioner’s court order that provides a commitment of local funding. This document should be labeled “Certification of Funding Commitment”.

PART 3: CERTIFICATION

To be completed by a representative or agent of the sponsoring agency(s), who can guarantee that the information provided is both true and correct.

Application Information Certified By:

Name:

Title:

Mailing Address:

Phone Number:

Fax Number:

E-mail Address:

Date: