



Planning & Zoning Office
Town of Richmond
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TO: Richmond Selectboard

FROM: Ravi Venkataraman, Town Planner

DATE: November 17, 2022

SUBJECT: VTrans Transportation Alternatives Program (TAP) Grant

During the November 7, 2022 Selectboard meeting, the Selectboard approved the Town's application for a Transportation Alternatives Program (TAP) Grant to build a sidewalk on the east side of Bridge Street from Jolina Court to Volunteers Green and allocating \$55,000 for the construction grant match.

After attending a webinar on applying for the TAP Grant on November 16, 2022, and reviewing past successful applications, I realized that additional funds will need to be budgeted and allocated for this project. I had previously based project costs on the cost estimates the Town received in June 2022 for the project. Anticipating project costs to when the project will begin construction and adjusting project costs to inflation is advised.

If the project is to begin construction in 2025, the estimated project cost, assuming a 5 percent inflation rate, would be about \$320,000. Therefore, the adjusted 20 percent grant match would be \$64,000.

Per the TAP grant criteria for budgeting for projects, the project costs are broken down as such:

Category	Cost in June 2022	Anticipated cost in 2025
Construction cost	\$150,000	\$175,000
Engineering – <i>Includes design, permitting, and surveying</i>	\$60,000	\$69,500
ROW Acquisition – <i>Includes appraisals and land acquisition. ROW clearance is required for all projects, even if the project is wholly within the Town's ROW</i>	\$10,000	\$11,500
Construction Engineering – <i>For covering inspections during construction</i>	\$25,000	\$29,000
Municipal Project Management – <i>Project oversight. VTrans stipulates that Municipal Project Management cannot be done by Town staff and must be done by a third party.</i>	\$30,000	\$35,000
TOTAL	\$275,000	\$320,000

Draft Motion

To facilitate action, I have prepared the following draft motion:

I, _____, move to amend the allocation of \$55,000 to \$64,000 for the construction grant match for the VTrans TAP Grant.