



Mr. Davis,

Thank you for the opportunity to submit this letter proposal to develop the Richmond Western Gateway Scoping Study. This letter is a preliminary approach to the project scope and budget to be discussed between CCRPC and the Town of Richmond. This is not intended to be a final scope, but rather one to guide conversation towards a more refined and polished scope that can guide a successful feasibility study with clear outcomes and results.

If you have any questions, don't hesitate to reach out.

Thank you,

A handwritten signature in blue ink, appearing to read 'Dayton Crites', is positioned below the 'Thank you,' text.

Dayton Crites, AICP

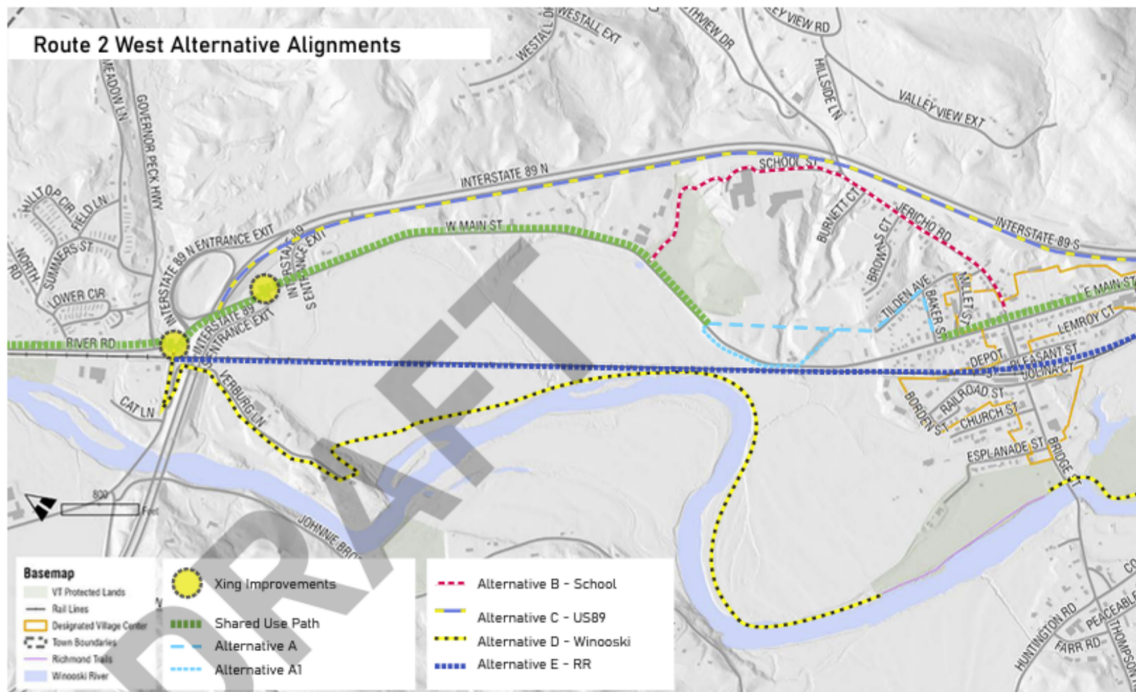
802.728.3376 :: o

802.585.0216 :: c

*dcrites@dubois-king.com*

## Project Understanding & Approach

This study builds upon a series of prior efforts seeking to establish a safe and connected corridor linking the Village Center of Richmond Vermont with the Riverview Commons Mobile Home Park and Town Park N Ride facilities west along Route 2 / Main Street. Previous planning studies (2014 Scoping Study and 2021/22 Bike/Ped/Trails plans) have identified several potential options. This excerpt of the draft 2022 Bike/Ped/Trails ph2 plan illustrates no less than six potential alignments.



This feasibility study will focus on the following potential routes:

- Route 2 Corridor (illustrated in green above)
- Alternatives to Route 2 Corridor at Tilden Ave and Cemetary Properties (illustrated in light blue above)
- Jericho Road / School Street Bypass (illustrated in red above)

Due to known constraints such as environmental concerns, VTrans Rail resistance to permitting rail with trail, and community preference for a direct corridor, the US89 / Winooski River / and Rail with Trail corridors will not be reviewed as part of this study.



In addition to developing a feasibility study for these corridors, this study will also:

- Develop recommended alternatives for safe walking and bicycling connections between the Village Center, Park and Ride, and River Commons neighborhood. Particular focus will be paid to the River Commons access, as this specific segment has not been part of prior studies.
- Develop alternative approaches to improve walking and bicycling safety and comfort across the US89 exit 11 / Route 2 interchange.

This study will focus on conceptual design and landowner communications, and identify major opportunities and constraints to implementation for proposed alternatives. The outcomes of this study are intended to be:

- Clarity for the Town of Richmond on the preferred approach to provide a safe and separated active transportation connection between the village and Riverview Commons Mobile Home Park.
- Conceptual designs to further conversation with VTrans and FHWA regarding safety and walking / biking access improvements to the US89 exit 11 and park n ride interchange.
- Improved clarity with adjacent / involved private landowners regarding potential support or opposition of particular trail / facility types and locations.
- Clarification w/ Act250 offices and Vermont ANR regarding potential permitting / environmental impacts of built trail corridors in the floodway.

Feasible designs for each corridor will be developed and presented in a concept/schematic format for public review and feedback at two public meetings. In addition to these public discussions, up to three landowner/stakeholder focus groups will be convened to discuss the potential utility of private lands for these alternatives.



# CONCEPT Project Scope

The following outlines a conceptual approach to develop an Richmond Western Gateway Feasibility study that can provide a better understanding of the potential opportunities and costs to connect Richmond Village Center with the Western River Street Neighborhood.

Assumptions:

All tasks the responsibility of Dubois & King unless otherwise specified.

All deliverables will be subject to up to two major rounds of revision.

## **I. Project Management**

### **1. Kickoff Meeting & Site Tour**

- Kickoff meeting to clarify projects scope, scale, and goals. Particular focus of this kickoff will be to brainstorm creative engagement opportunities and discuss the shared public engagement approach for this project. Site tour of all potential project locations. Town and CCRPC to facilitate identification and assembly of stakeholder team to participate in regular meetings to support project review and progress. D&K to provide meeting agenda and facilitate meeting + site tour.

### **2. Project Management Meetings**

- Monthly meetings for stakeholders and client team to meet with consultant and discuss project progress and review deliverables. D&K to coordinate and facilitate regular meetings. Town/CCRPC to communicate with steering committee.

## **II. Existing Conditions Analysis**

### **1. Basemapping and Constraints Analysis**

- Desktop analysis of all proposed corridors (Route 2 & Route 2 alternates). Document all major barriers, including utilities, rights of way, environmental constraints, cultural resources, and slopes/terrain. Constraints will be linked to conceptual cost estimates that can be utilized to facilitate public discussion.

### **2. Existing Conditions Documentation**

- Development of publicly-digestible summary of existing conditions review for each corridor under consideration. This task will also include reviewing and summarizing all previous planning and scoping studies related to this corridor.



### **III. Public Engagement**

#### **1. Landowner/Stakeholder Outreach Materials**

- Consultant will develop a single grouping of flyers, letters, and/or website content as needed to reach stakeholders and landowners as relevant to this project. CCRPC/Town will be responsible for hosting and maintaining a project website

#### **2. Landowner/Stakeholder Focus Groups**

- This task will fall to primarily to Town/Stakeholders/CCRPC. Town/CCRPC will schedule up to 3 'focus groups' to discuss the project. The consultant will lead and facilitate up to 1 in-person focus group meeting, supported by Town/CCRPC. Additional focus groups will be facilitated by CCRPC/Town with the consultant attending remotely and keeping notes.
- Anticipated focus groups include:
  - Riverview Commons Mobile Home Park Residents
  - Other landowners located along Route 2 between Willis Farm and the Richmond Park and Ride.
- This task is intended to allow for a more creative engagement approach than a single meeting with Riverview Common neighborhood residents, and allows for half day engagement opportunities led by the consultant team with support from CCRPC/Town of Richmond.

#### **4. Public Review Meeting**

- The consultant will facilitate and lead a public conversation regarding Route 2 corridors, alternatives, and constraints, as well as a precedent study of pedestrian and bicycle improvements nearby highway exit ramps. Public comment will be collected at this meeting and through an associated online survey. The survey will be promoted by town/stakeholders/ccrpc and available to collect public input for one month.
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## **5. Public Alternatives Review Meeting**

- Once proposed feasible designs are complete for the Route 2 to Riverview Commons corridor and the park and ride / exit 11 intersection, the consultant will facilitate a public meeting to review designs and collect public comment. Public comment will be collected at this meeting and through an associated online tools. The survey will be promoted by town/stakeholders/ccrpc and available to collect public input for one month.

## **IV. Alternatives Development**

1. Alternatives Development (Corridor)
2. Alternatives Development (Intersection)
3. Alternatives Refinement (Corridor)
4. Alternatives Refinement (Intersection)

Each of these subtasks represents hours dedicated to design and graphically communicate potential designs for safe walking and bicycling connections through the Route 2 corridor, as well as the exit 11 / park n ride area. The development/refinement labels illustrate time before and after public alternatives review meeting, where these designs will be vetted by not only the public, but also state and agency partners.

## **V. Cost Estimates**

This task will provide an opinion of probable cost, based on historical averages of similar construction projects around the state of Vermont. This cost estimate will be provided for the preferred alternative corridor as identified through the public alternatives review meeting and a subsequent project management meeting. Higher level, conceptual cost estimates will be provided for the proposed designs and improvements to the Exit 11 / Park and Ride interchange, but will not reach the same level of detail as the corridor estimate.

## **VI. Report Development**

Final task hours to compile results into a clear and informative report. Final report will identify a publicly preferred, and feasible alternative to connect the Richmond Village to the Riverview Commons neighborhood, as well as recommended improvements for the exit 11 / Park N Ride interchange.

Design details, public feedback, barriers to feasibility, and next steps towards implementation will be clearly documented and compiled in this report. Draft reports will be provided to the steering committee, Town of Richmond, and CCRPC for review and comment. The final report will be subject to up to 2 major rounds of revision.