

CHAIRMAN:  
Mark Stedman  
Commissioner – Lincoln  
County  
P.O. Box 28  
Davenport, WA 99122  
(509) 725-3031

LEAD AGENCY:  
Lincoln County  
27234 SR 25 N  
Davenport, WA 99122  
(509) 725-7041

QUADCO RTPO  
SFY 2018-2019 UPWP Project Application Form

QUADCO REGIONAL TRANSPORTATION PLANNING ORGANIZATION

**Application for SFY 2018-2019  
UPWP Transportation Planning Project Funding**

**Applications are due: 3:00 p.m. April 17, 2017**

To Be AT LEAD AGENCY (not postmarked)  
Applications can be submitted by single signed hard copy by mail, OR signed  
copy (signature in colored ink) scanned in PDF format and submitted by email

to:  
pnollmeyer@co.lincoln.wa.us

Applications must be signed by appropriate agency representatives  
**(NO Faxed Copies shall be accepted)**

NOTE: SEE GUIDANCE CRITERIA for QUALIFYING PROJECTS  
&  
WSDOT SUBCONTRACTING & EQUIPMENT PURCHASING REQUIREMENTS PAGE 7

**BASIC INFORMATION**

Agency Name: City of Roslyn

Project Name: Transportation Plan and Capital Facilities Plan Update

Road/Street Name: City-wide

Location Map Included  Yes  No

RTPO Eligible Study  Yes  No

**1. COST ESTIMATE AND FUNDING SOURCES**

<b>Funding Source</b>	<b>Amount</b>
RTPO UPWP FUNDS REQUESTED	\$20,000
Match	\$13,000
Other	
<b>TOTAL</b>	<b>\$33,000</b>

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**2. PROJECT DESCRIPTION**

Provide a description of your project, including:

- a) Work Items Anticipated:
  - b) Budget detail:
  - c) Who will perform the work (city, county, consultant):
  - d) Project Readiness:
  - e) Timelines for completion:
-

a. Work Items:

Work items include study of the existing road system and capital facilities and infrastructure within and serving the City of Roslyn to support the update of the City's Comprehensive Plan. The results of the study will be analyzed to determine road system and capital facility needs to support the City for the next twenty-years, as well as develop a decision making framework for the City to use in developing a work program for pavement and sidewalk preservation or reconstruction to be included in the City's 6-Year TIP.

- The project includes study of existing capital facilities and transportation infrastructure, including: water, sewer, stormwater, buildings, maintenance and storage facilities, equipment, roads, sidewalks, and parks.
- The consultant will prepare an existing conditions report that documents the infrastructure, facilities, and road systems serving the City, and the operations and performance of these systems.
- The consultant will review roadway capacity and operations, infrastructure and facility capacities and limitations, and identify potential local and regional improvements that would address future growth demands or improve current operations.
- The consultant will review parking capacity needs to support local residents, tourism, and recreational parking within the City.
- The consultant will review the existing non-motorized transportation system and identify opportunities to increase safety and provide improved connectivity to local and regional systems.

b. Budget detail:

The proposed budget for the transportation and capital facilities update is \$20,000. In addition to the \$20,000 grant funding, the City is contributing \$13,000 in 2017 local funds to support the overall Comprehensive Plan update, and will contribute additional funds in 2018. The \$13,000 will support the update through the public participation process and inclusion into the updated Comprehensive Plan.

c. Who will perform the work:

The City will contract with a consultant to perform the work. The consultant will include these tasks in the overall Comprehensive Plan update process.

d. Project Readiness:

The City and consultant are prepared to begin the project in August 2017.

e. Timelines for completion:

The project is planned to be completed by the end of 2018, but no later than June 2019, and will run concurrent with the Comprehensive Plan update process.

## RELATIONSHIP TO REGIONAL TRANSPORTATION PLANNING

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3. Does this proposal assist in updating the regional transportation plan?

Yes  No

If yes, describe how.

This project will provide local information that is important for addressing regional needs and preserving and improving economic vitality of Roslyn and the Upper Kittitas County region.

4. Does this proposal implement the regional transportation plan?

Yes  No

If yes, please include page # references and a narrative describing how.

If no, is it consistent with the plan? (If it is not consistent with the plan, please explain).

Yes, this proposal implements strategies for meeting goals identified within the regional transportation plan. Because this is a proposal for a city-wide transportation and capital facilities review, all goals are addressed, beginning on Page 7.

**Goal 1 - Safety:** The planning effort will address pedestrian and bicyclist safety and identify projects necessary to increase safety, such as a safe route to school, sidewalks, and safe crossing locations along SR 903.

**Goal 2 – Preservation:** The planning effort will address preservation of the existing road system, including an analysis of the current pavement conditions to develop a pavement management system and work plan to be identified within the City’s 6-year TIP. The planning effort will also look at infrastructure within the City to ensure the City is well positioned and prepared for future growth.

**Goal 3 – Economic Vitality:** Roslyn’s transportation system provides access to local residents and tourists, who provide vitality to the economy. This planning effort will evaluate the transportation and infrastructure system to ensure it meets the needs of the city’s tourism economy into the future, while providing for the access and transit needs of local residents.

**Goal 4 – Mobility:** The planning effort will identify and address the needs of public transportation within the City of Roslyn, through coordination with local transit and para-transit providers.

**Goal 5 – Environment:** The planning effort will protect the environment through analysis and focus on ensuring all residents and visitors have convenient access to multimodal, non-motorized transportation systems. As the natural environment of upper Kittitas County is a primary draw of

tourism, ensuring all future development protects and enhances the environment is a necessary outcome of the planning effort.

**Goal 6 – Stewardship:** By planning for the next twenty years, the City will be able to plan ahead and evaluate future projects to identify low cost solutions with the lowest impact to the environment, and greatest positive impact to city residents and tourists. Because this is a public planning process, the thoughts, ideas, and concerns of local residents will be taken into consideration during a robust public participation process for the Comprehensive Plan update.

5. Does this proposal assist in developing or implementing local comprehensive plans?

Yes  No

If yes, describe how. If no, please explain why.

Yes, this proposal develops the local Transportation Plan and Capital Facilities Plan and supports the City's Comprehensive Plan update. The update to the Comprehensive Plan is proposed to begin early summer 2017 and be completed in 2018, but no later than June 2019. These funds will allow the city to perform an in depth analysis of their road system, infrastructure, and facilities, and prepare a plan for the next twenty years. The data gathered and resulting information from this process will be used in all elements of the Comprehensive Plan, including land use, housing, parks, economic vitality, utilities, and historic preservation.

## BENEFITS TO REGIONAL SYSTEM

6. Does this proposal benefit safety, efficiency, effectiveness and/or preservation of the regional transportation system?

Yes  No

If yes, describe how. If no, please explain why.

Yes, State Route 903 passes through Roslyn and is the only route to Roslyn and the Salmon la Sac area beyond. SR 903 is part of the regional transportation system and is an integral part of Roslyn's motorized and non-motorized transportation system. The proposed planning effort will address:

- Pedestrian and vehicular safety through the City;
- The efficiency and effectiveness of the road system as it relates to movement of local residents and the tourists who pass through year-round; and
- The preservation of the local road system which supports SR 903.

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7. Does this proposal benefit transportation infrastructure needs of the region's major sources of economic development and/or communities?

Yes  No

Explain

Yes, this proposal will ensure the City has the infrastructure necessary to support a growing tourism economy, which is the City's and Upper Kittitas County's economic driver.

8. Does this proposal examine multimodal travel options, easy connections, and/or reduce delays for people and goods?

Yes  No

If yes, explain.

Yes, the proposed project will address multimodal travel options, primarily for pedestrians and for both local residents and tourists. As a rural city, travel delays and connections are not as great a concern, but as a city connected to the mountains and regional trail systems, multimodal opportunities are very important to local residents and the visitors that come year-round. The City is a hub of multimodal opportunities, from hiking to biking to snowmobiling, and ensuring a smooth connection from one to the other as well as varied opportunities is very important.

9. Does this proposal demonstrate a cost-effective manner to achieve a viable solution to a potential or recognized problem?

Yes  No

If yes, explain.

Yes, many pieces of Roslyn's infrastructure and have been identified as being in need of repair or replacement. For example, portions of South 2nd Street, Roslyn's secondary north-south access, have a pavement condition rating of 44. These funds will help the City identify potential solutions to current and future capacity and operations limitations and develop a cost effective work plan for making the needed improvements.

10. Will this proposal compliment other planning and strategy development work in the region, or projects being advanced and promoted by Member Agencies, WSDOT and other agencies?

Yes  No

If yes, describe how this study will compliment other work and how the proposed study costs will be used towards the regional transportation system.

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**Attach letters of local support, and/or collaborative decision making between jurisdictions and partners.**

Yes, this project complements the Towns to Teanaway Corridor Master Plan and Design project which is currently going through the consultant selection process. The project will develop a plan for a regional trail system which builds off the Roslyn Urban Forest, an almost 300 acre park within the City. This proposed transportation and capital facilities planning effort will complement the master planning effort by providing information specific to the City of Roslyn's transportation and infrastructure and address the regional connectivity of the non-motorized transportation system. Letter of support is attached.

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CERTIFICATION IS HEREBY GIVEN THAT THE INFORMATION PROVIDED IS ACCURATE AND ALL INFORMATION IS COMPLETE AND INCLUDED AS PART OF THE APPLICATION

Date: 4/12/17

  
SIGNATURE OF AUTHORIZED MEMBER AGENCY REPRESENTATIVE

Mayor Pro-Tempore  
TITLE

  
SIGNATURE OF MEMBER AGENCY OFFICIAL RESPONSIBLE FOR ADMINISTRATION

Treasurer  
TITLE

City of Roslyn

MEMBER AGENCY

201 S 1st Street / PO Box 451

ADDRESS

Roslyn

WA

98941

CITY

STATE

ZIP

509-649-3105

509-649-3174

TELEPHONE

FAX

EMAIL: roslynplanning@inlandnet.com



## CRITERIA for QUALIFYING PROJECTS

### Type of Planning Projects considered for possible funding:

Criteria: Agency Planning Projects should be directed toward planning studies or projects, as identified in the goals, objectives and strategies outlined in the QUADCO Regional Transportation Plan. First tier projects fulfill transportation planning needs of regional significance. Second tier projects fulfill planning needs of sub-regional and local significance and used to provide examples to assist other member agencies in their planning efforts. Completion of regional and/or local planning studies fulfills significant needs to improve the sustainability of the QUADCO regions economic vitality. Projects will include possible solutions to issues of safety, preservation, economic vitality, mobility, environment, and stewardship (not necessarily in that order) and generally include:

- a. Collection of data/information and studies specific to regional corridors.
- b. Studies specific to regional and local major market routes
- c. Transportation issues affecting larger geographic scales.
- d. Work promoted by a combined group of member agencies and interested parties.
- e. Work that compliments other planning and strategy development work in the region.
- f. Projects being advanced and promoted by Member Agencies, WSDOT and other agencies.

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## SUBCONTRACTING & EQUIPMENT PURCHASING REQUIREMENTS

**ATTENTION:** All applicants must comply with the WSDOT/MPO/RTPO Agreement, GCA 1769, Section 12 when subcontracting or purchasing equipment. For your reference, the applicable sections are attached. The complete agreement is available upon request.

### Subcontracting and Equipment

*12.1 The services of the MPO/RTPO are to be directed by a Project Manager. The MPO/RTPO shall not assign, sublet, or transfer any of the work provided for under this Agreement without prior written approval from the STATE, and the STATE shall review and approve the MPO/RTPO's consultant agreement prior to execution. The MPO/RTPO shall comply with all current federal and state laws and regulations governing the selection and employment of consultants. The STATE reserves the right to appoint a representative to serve on the Consultant Selection Committee. Subcontracts for consultant services must contain all the required provisions to the extent applicable of Sections 3, 5, 8, 9, 13 through 15, and 19 through 22 of this Agreement.*

*12.2 Any equipment to be purchased under this Agreement shall be listed in the scope of work. All equipment must be purchased, managed, and disposed of in accordance with all current federal and state laws and regulations and the nondiscrimination provisions of Section 18 of this Agreement. The procurement of all equipment must be used for the sole purpose of urban and regional transportation planning activities. Any equipment on hand at the completion of the work shall become the property of the STATE.*

**Kittitas County Park and Recreation District No. 1**

P.O. Box 1064

Roslyn, WA 98941

Phil Nollmeyer

Lincoln County

27234 SR 25 N

Davenport, WA 99122

Re: City of Roslyn UPWP Grant Application

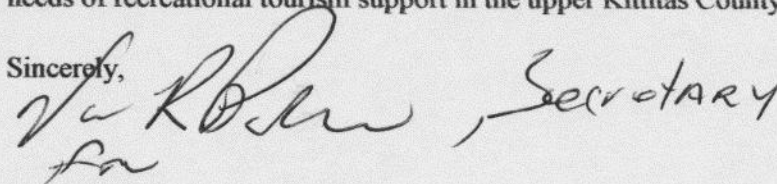
Dear Mr. Nollmeyer,

The Kittitas County Parks and Recreation District supports the City of Roslyn's application to QUADCO for a UPWP Transportation Planning Grant to update the City's Transportation Plan and Capital Facilities Plan. A comprehensive update to the City's Transportation Plan and Capital Facilities Plan will benefit and complement our Towns to Teanaway Corridor master planning project.

The Parks and Recreation District is beginning a planning process to develop a master plan for the Towns to Teanaway Corridor. This trail corridor stretches from Roslyn and Cle Elum to the Teanaway through land in preservation or public ownership. The overall trail system extends from Leavenworth to Roslyn and Cle Elum to North Bend and beyond. Our trail system depends on the City's transportation and infrastructure systems to support visitors who come to Roslyn to use the trail system. Our plan will be more complete by including the off-trail components required within Roslyn to support the trail system.

Additionally, the City will be able to incorporate the needs of our trail system into their Comprehensive Plan update. The coordination of the two planning efforts will create a more comprehensive plan for the needs of recreational tourism support in the upper Kittitas County.

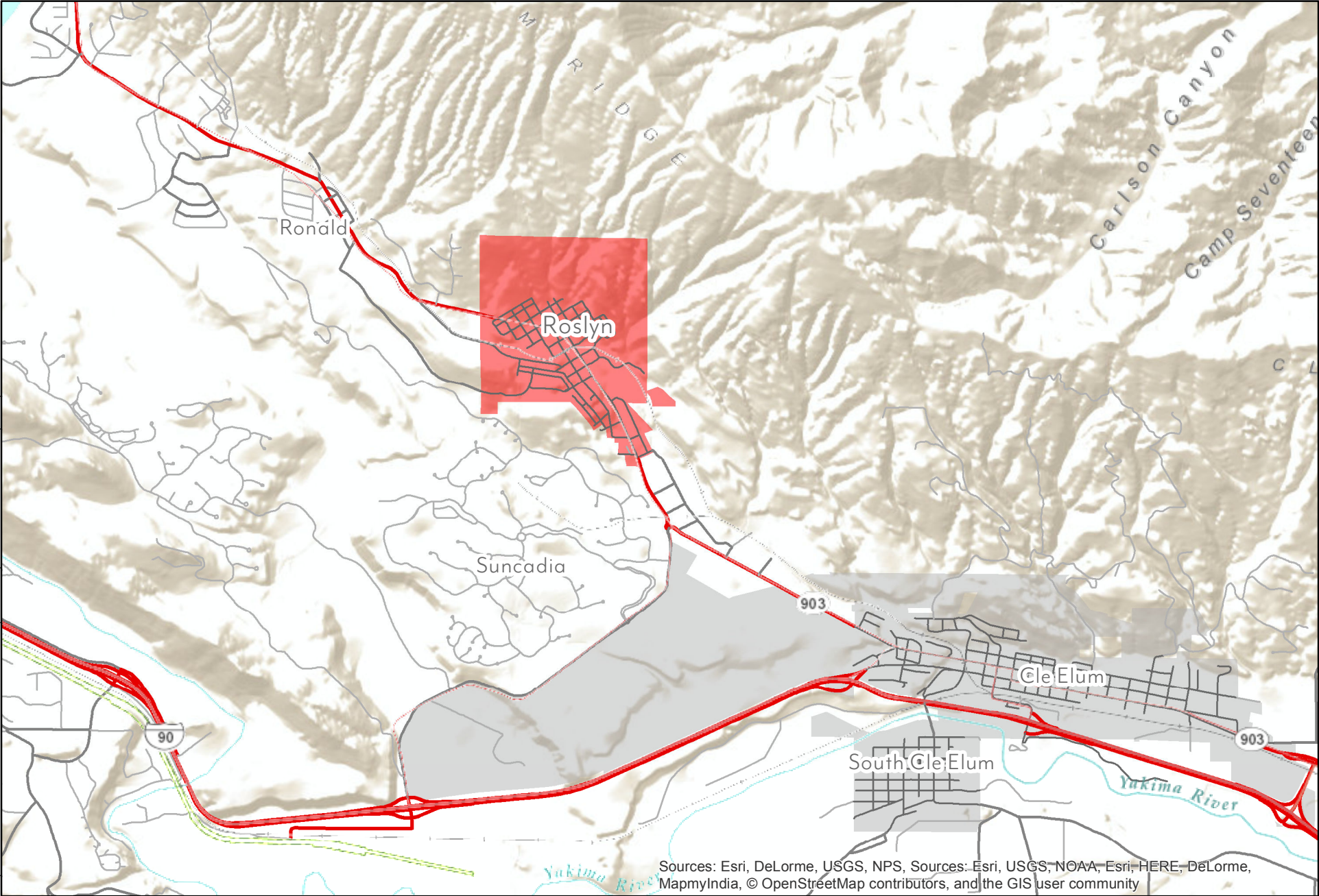
Sincerely,

 Secretary

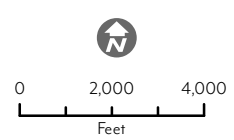
John Storch

Chairman, Kittitas Country Park and Recreation District No. 1

Path: X:\Roslyn\_City of Projects\2016\256 - 2017-2019 On-Call Services\Project Management\Promo\UPWP\Roslyn\_Map.mxd



Sources: Esri, DeLorme, USGS, NPS, Sources: Esri, USGS, NOAA, Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community



**Legend**

Cities	City Roads	Private Roads
Roslyn	County Roads	WSDOT Roads

City of Roslyn  
Area Map