

**EXECUTIVE SUMMARY**  
**2024 LOCAL CHILDREN PEDESTRIAN SAFETY (CPS) PROGRAM**  
**E. OAK STREET CHILD PEDESTRIAN SAFETY IMPROVEMENTS**  
**AGREEMENTS/CONTRACTS**

To: Mayor Brian Blad and City Council  
From: Merrill Quayle, Public Works Development Engineer  
Becky Robison, Project Manager  
Date: Meeting Date – November 21, 2023  
Re: 2024 Child Pedestrian Safety Program LHTAC/Local Agreement

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**REQUEST**

Council may wish to approve an LHTAC/Local Agreement for the 2024 Local Children Pedestrian Safety (CPS) Program E. Oak Street Child Pedestrian Safety Improvements, city of Pocatello #CPS2024-12 between LHTAC and the City of Pocatello and authorize the Mayor’s signature on all applicable documents, subject to Legal Department review. There is no fiscal requirement or match for the project.

**BACKGROUND**

In November 2023, the City Council authorized staff to apply for the Child Pedestrian Safety Program for the intersection of E. Oak Street and N. 15<sup>th</sup> Ave, at Greenacres Elementary School.

The city was awarded \$250,000 in state funding. The grant will provide vital road infrastructure improvements at the Greenacres Elementary School to improve safety for children pedestrians. Improvements will be on E. Oak Street between Hyde Street and N. 15th Avenue and include: installation of user activated rectangular rapid flashing beacons (RRFBs); installation of ADA-accessible ramps; installation of sidewalk, curb, and gutter; and the reconfiguration of the Greenacres Elementary ingress and egress to improve traffic flow and prevent queuing. The City of Pocatello has participated in the program previously.

**RECOMMENDATION**

Staff recommends that the Council:

1. Approve the LHTAC/Local Agreement for the 2024 Local Children Pedestrian Safety (CPS) Program E. Oak Street Child Pedestrian Safety Improvements, city of Pocatello #CPS2024-12 between LHTAC and the City of Pocatello;

2. Authorize the Mayor to execute the LHTAC/Local Agreement for the 2023 Local Children Pedestrian Safety (CPS) Program 2024 Local Children Pedestrian Safety (CPS) Program E. Oak Street Child Pedestrian Safety Improvements, city of Pocatello #CPS2024-12 and all applicable documents related to the project, subject to legal department review.

Attachment

LHTAC/Local Agreement for the 2024 Local Children Pedestrian Safety (CPS) Program E. Oak Street Child Pedestrian Safety Improvements, city of Pocatello #CPS2024-12

#8

To: City Council and Mayor  
From: Matt Kerbs, Deputy City Attorney MK  
Date: June 6, 2023  
Re: 2024 Local Children Pedestrian Safety Program, E.Oak Child Pedestrian  
Safety Improvement Project

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Having reviewed the above referenced Agreement between the City of Pocatello and LHTAC, I have no legal concerns with the Council approving and authorizing the Mayor to sign.

**LHTAC/LOCAL AGREEMENT**  
**2024 LOCAL CHILDREN PEDESTRIAN SAFETY (CPS) PROGRAM**  
**LHTAC PROJECT ADMINISTRATION**  
**E. OAK STREET CHILD PEDESTRIAN SAFETY IMPROVEMENTS, CITY OF**  
**POCATELLO**  
CPS# 2024-12

**PARTIES**

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between the **LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL (LHTAC)**, hereafter called LHTAC, and **City of City of Pocatello**, acting by and through its Board or Council (Sponsor).

**PURPOSE**

LHTAC is administering the Children Pedestrian Safety (CPS) with state and federal funds obligated from the Idaho Legislature. This program is intended to serve the cities, counties and highway districts. The Sponsor has requested to receive a grant award to complete construction of its sidewalk/pathway project. The purpose of this Agreement is to set out the terms and conditions to accomplish this Project application (Attachment 1) including the Sponsor requesting LHTAC administer the project on their behalf.

Authority for this Agreement is established by House Bill 770 of the 2024 legislative session.

The Parties agree as follows:

**SECTION I. GENERAL**

1. It is necessary for Sponsor to construct the project as part of this Agreement.
2. Federal participation in the project is estimated at \$250,000. No match or upfront costs are required. Scheduled funding for this project is listed in the approved CPS Program rankings, and subsequent revisions.
3. If the project is terminated prior to completion, due to, or at the direction of the Sponsor, Sponsor shall repay to LHTAC all state or federal funds received for the project.
4. The Sponsor acknowledges that they will not directly receive funding and will be required to participate in the necessary approvals for the project.
5. Sufficient Appropriation. It is understood and agreed that LHTAC is a governmental agency, and this Agreement

shall in no way be construed so as to bind or obligate LHTAC beyond the term of any particular appropriation of funds by the State.

**SECTION II.** LHTAC shall:

1. Provide the following services to Project development:
  - a. Provide or contract through a contractor services for design review, compliance with funding requirements, project bidding, procurement processes, general questions, and other technical assistance.
  - b. Provide approved funding and pay contractors directly.
  - c. Complete final acceptance of each Project based on contractor documentation and physical observation.
2. Maintain all application and award records, including source documentation for all expenditures for a period of three (3) years from the date of final acceptance. If any litigation, claim, negotiation, or audit has been started before expiration of the three-year period, the records shall be retained until completion of the action and resolution of all issues that arise from it.
3. Bill Sponsor for any state funds to be repaid by Sponsor if Project is terminated prior to completion.
4. Cancel the Agreement should Sponsor not be able to approve an acceptable construction ready design by December 20, 2024 and request Sponsor to return the funds, unless a written extension has been granted by LHTAC.

**SECTION III.** Sponsor shall:

1. Participate in the process to finalize the design of the project, approve the design and construction schedule developed by a contractor under the direction of LHTAC. Projects must be completed by August 31, 2026.
2. Permit LHTAC and LHTAC's contractors to perform limited design and full construction activities as needed to complete the project within the Sponsor's Right-of-Way. Improvements outside of the public Right-of-Way are the responsibility of the sponsor.
3. Assume ownership and maintenance responsibilities of the completed facility.

4. Comply with all other applicable Federal and State statutes and regulations.
5. Coordinate participation from adjacent property owners.
6. Sponsor agrees that failure to deliver any of the specified items listed above may result in the program award being rescinded.

**EXECUTION**

This Agreement is executed for LHTAC by its Administrator, and executed for Sponsor by its duly appointed representative, attested to by its Clerk.

**LHTAC**

\_\_\_\_\_  
Administrator

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**Local Sponsor**

**ATTEST:**

**Authorized Official**

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
(signed)

\_\_\_\_\_  
(title)

# Children Pedestrian Safety Program: 2024 Application

**Idaho Cities, Counties and Highway Districts**

Submittal Deadline (Hand Delivered/Postmarked): December 7, 2023, 4:00 pm MST



**Local Highway Technical Assistance Council**

3330 Grace Street

Boise, Idaho 83703

Phone: 208-344-0565

Fax: 208-344-0789

[www.LHTAC.org](http://www.LHTAC.org)

Received

DEC 06 2023

LHTAC & T2 CENTER



# INCLUDED IN THIS PACKET

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# 1. APPLICATION INFORMATION

## 1.1 PROGRAM BACKGROUND

On March 31, 2023, Governor Little signed Senate Bill 1189, a landmark funding bill for local transportation in Idaho. The bill is part of the Governor's "Leading Idaho" plan. The bill provides \$10 million for the Children Pedestrian Safety (CPS) program. The Local Highway Technical Assistance Council (LHTAC) will administer the CPS Program. Eligible projects must be related to maintenance, and address safety and mobility. This application will be funded by the balance of CPS funds available after funding all applications as directed by the LHTAC from the April 2023 Council Meeting. You can view currently-funded projects online at [LHTAC.org/Programs/CPS](https://LHTAC.org/Programs/CPS).

Your proposed project should be ready for construction within 6 months of award and construction must be completed by late fall/early winter 2024.

## 1.2 ELIGIBLE PROJECTS

The proposed project must still be considered maintenance. This includes but is not limited to:

- paths/sidewalks along or adjacent to an existing roadway
- connecting sidewalks/paths between two terminal points
- ADA ramps
- pedestrian crossing facilities across an existing roadway including signing and/or signalization
- paving an existing pathway

## 1.3 APPLICATION

The application for the Children Pedestrian Safety Program is included in this package, and can be found on the LHTAC website, [www.LHTAC.org/Programs/CPS](https://www.LHTAC.org/Programs/CPS). The submittal package consists of the application sheet, the signed program agreement, and a schedule to complete the project.

The application is due December 7, 2023 at 4:00 p.m. MST. Completed application must be received by LHTAC's office, located at 3330 Grace Street, Boise, ID 83703, **no later than 4:00 p.m. (MST) on Thursday, December 7, 2023 or postmarked by the same date**. Include **4 copies** and the **signed original**.

The applications will be scored by Council members and members of the Transportation Alternatives Program (TAP) Selection and Evaluation Committee. Applicants will be notified of award in May with funds available shortly thereafter.

**Limit one application per City, County, or Highway District.**

## 1.4 FUNDING

Funding for this program will be awarded as a grant, with a maximum of award of \$250k. The awarded agency is responsible for the administration of the project, and for completing the project within the timeframe given. The grant funds **CANNOT** be used for development services fees, project match, education/outreach, or to reimburse the local agency for any equipment or employee cost.

All expenditures of these funds must follow the Idaho Local Governments "Procurement and Public Works Contracting" guidelines available on the LHTAC website [https://lhtac.org/wordpress/wp-content/uploads/2020/08/pwcl\\_pamphlet.pdf](https://lhtac.org/wordpress/wp-content/uploads/2020/08/pwcl_pamphlet.pdf). For additional information, please contact LHTAC at (208) 344-0565.

## 2. PROGRAM GUIDANCE

### 2.1 PROGRAM GUIDANCE FOR 2024

**Statement of Purpose:** To share guidelines for the new program addressing Children Pedestrian Safety per 2023 Senate Bill 1358.

**Team:** Idaho Local Highway Technical Assistance Council

#### Proposed guidelines and/or rules:

##### Basic Structure:

- Application available by **September 18, 2023**
- Application due **December 7, 2023**
- Project must be completed by **December 13, 2024**
- City, County, or Highway District required to submit a signed agreement with terms of program
- Projects along state route will require concurrence from the ITD District, and include a maintenance agreement

##### Application:

- One application process for the program
- Applications can be on the local system, state system, or both systems
- Limit of one application per City, County, or Highway District.

##### Scoring:

- Council Members and Members of the Transportation Alternatives Program (TAP) Selection and Evaluation Committee to score applications
- LHTAC staff to provide project recommendations to the LHTAC Council

##### Funding:

- Fund up to \$2M in projects
- Funding awarded in April 2024
- Maximum award of \$250K for standard projects
- Provided as a "grant" for project awarded
- Unused funds to be returned
- No match required however local is responsible for project administration
- Local can contribute in-kind services to stretch limits of the project

##### Eligible use of funds:

- Purchase material (state procurement rules must be followed)
- Hire contractor to perform work (state procurement rules must be followed)
- CANNOT be used for salaries, equipment fees, or to reimburse sponsor agency for any work
- CANNOT be used for other project match, education, or outreach
- CANNOT be used for project development services or fees

##### Eligibility:

- Must be local agency to receive funds
- Must be "maintenance" of existing pedestrian facility or adjacent to an existing roadway
- Failure to complete project or comply with terms could jeopardize the opportunity for future funds

### 3. APPLICATION

#### 3.1 PROJECT INFORMATION

Project Title: E. Oak Street Child Pedestrian Safety Improvements

City, County, or Highway District Name: City of Pocatello

Mailing Address (This can be a PO Box): P.O. Box 4169, Pocatello, ID 83201

Also include a physical address as we cannot send checks to a PO Box: 911 N. 7th Ave., Pocatello, ID 83205

\*Contact Name: Becky Babb

Phone: 208-234-6272

Email: becky.babb@pocatello.gov

\*Please list the person from your agency we should call if we have any questions on this project application.

Secondary Contact Name: Christine Howe

Phone: 208-234-6186

Email: chowe@pocatello.gov

Amount Requesting: \$250,000

Total Amount of Project: \$250,000

If using other funds, provide amount and source of other funds:

Source	Amount
	\$
	\$
	\$

Include a copy of the project *Schedule*.

Include a copy of the *Program Agreement and Maintenance Agreement if applicable*.

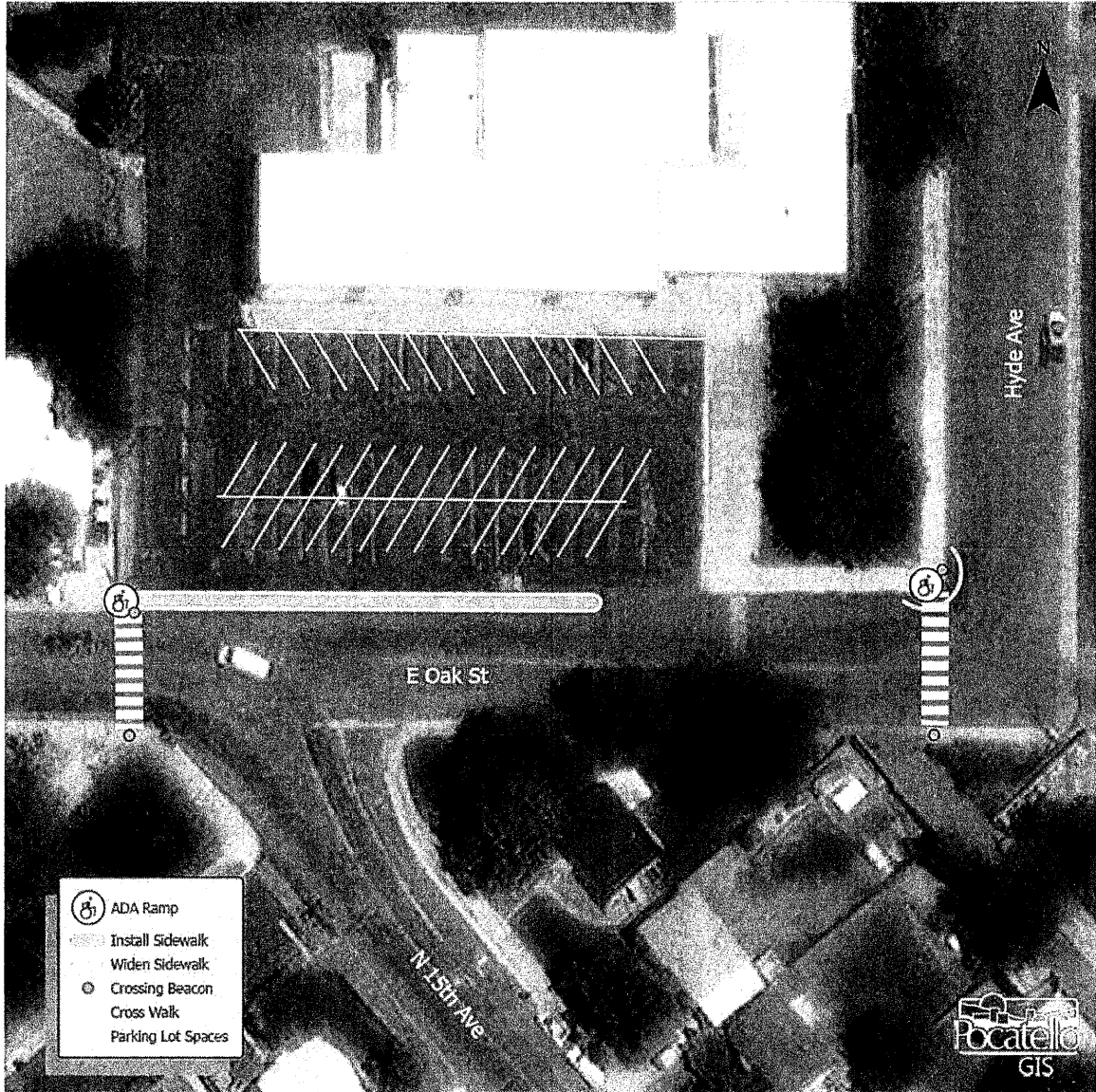
### **3.2 APPLICATION QUESTIONS**

Please provide the following supportive information in the order listed below.

1. Provide a map clearly showing project limits (1/2 page)
2. Project description (limit 1/2 page)
3. How does your project provide direct impact to children pedestrians? (limit 1/2 page)
4. How does your project address safety? Do you have evidence or data to support your answer? (limit 1 page)
5. How does your project address mobility? Does it tie into an existing pedestrian system and/or provide connectivity? Is it supported by a transportation and/or pedestrian plan? (limit 1/2 page)
6. Do you own the right-of-way or easements for your project? If not, do you have commitment letters and/or agreements to ensure the right-of-way or easements can be acquired timely for assurance that the project can be completed within the specified time frame?
7. Do you have support from your community and/or neighboring agencies? Limit 5 pages (can be letters, emails, etc.). If you are in a Metropolitan Planning Organization (MPO), one letter should come from the MPO.
8. Do you have documented commitments from other partners to cooperate, perform work, donate services/material or any other contributions to complete the project?

### **3.2 Application Questions**

# 1. Map of Project Limits



## **2. Project Description**

The project occurs at the Greenacres Elementary School located on E. Oak St between Hyde St. and N. 15<sup>th</sup> Ave. The project will install user activated, rectangular rapid-flashing beacons (RRFB) at the crosswalk located at the intersection of E. Oak St. and N. 15<sup>th</sup> Ave. and the crosswalk at the intersection of E. Oak St. and Hyde Ave., install ADA accessible ramps on either side of the two crosswalks, close the west access to the parking lot, install approximately 175 feet of sidewalk, curb and gutter on the west side of the property, update the parking lot striping due to the relocation of the ingress/egress, install a curb bulbout on Hyde Ave, and obliterate the eastern crosswalk and relocate it to the updated curb and bulbout at the intersection of Hyde Ave. and E. Oak St. The updated access to Greenacres Elementary will be approximately 40 feet wide. The newly installed sidewalk will include a 10-foot landscaped buffer. Additional signage and road markings will be included in the project. Project scope includes new base preparation, installing new curb ramp, curb/gutter, and asphalt patch back as proposed. City staff inspect both curb ramps and approaches before asphalt patch back is complete.

### **3. Direct Impact to Children Pedestrians**

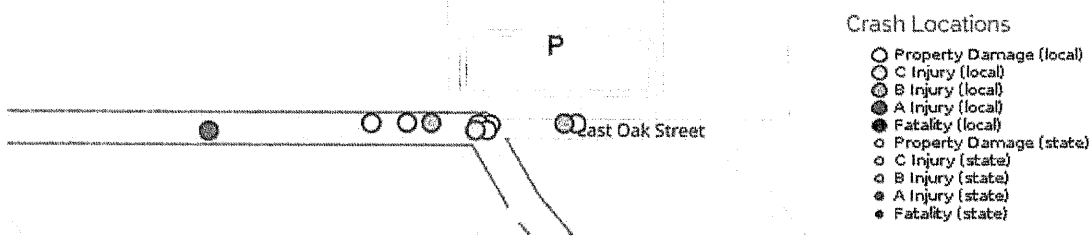
The project occurs at the Greenacres Elementary School located on E. Oak St between Hyde St. and N. 15<sup>th</sup> Ave. The project will install user activated, rectangular rapid-flashing beacons (RRFB) at the crosswalk located at the intersection of E. Oak St. and N. 15<sup>th</sup> Ave. and the crosswalk at the intersection of E. Oak St. and Hyde Ave., install ADA accessible ramps on either side of the two crosswalks, close the west access to the parking lot, install approximately 175 feet of sidewalk, curb and gutter on the west side of the property, update the parking lot striping due to the relocation of the ingress/egress, install a curb bulbout on Hyde Ave, and obliterate the eastern crosswalk and relocate it to the updated curb and bulbout at the intersection of Hyde Ave. and E. Oak St. The updated access to Greenacres Elementary will be approximately 40 feet wide. The newly installed sidewalk will include a 10-foot landscaped buffer. Additional signage and road markings will be included in the project. Project scope includes new base preparation, installing new curb ramp, curb/gutter, and asphalt patch back as proposed. City staff inspect both curb ramps and approaches before asphalt patch back is complete.



#### 4. Addressing Safety

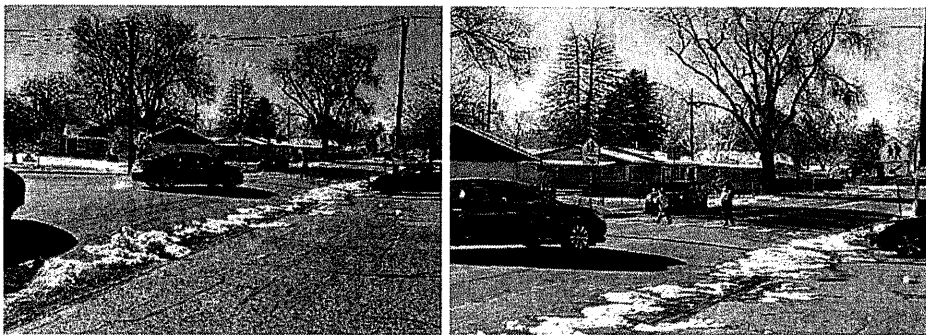
According to the Bannock Transportation Planning Organization (BTPO), N. 15<sup>th</sup> Ave. is a minor arterial classification with approximately 7,975 daily trips.<sup>1</sup> BTPO supports for this application<sup>2</sup>, noting the need for increased pedestrian awareness in the area during school hours. In the last five years, five injury accidents have occurred at the location, with two happening on a weekday between 2:00 pm and 2:30 pm., during the bus arrival, afternoon bell, and bus departure times.

**Image 1: LHTAC Idaho Crash Data 2018-2022 Crash Locations by Type**



The accidents included a drunk driving injury level B and four injury level C accidents, all of which were failures to yield or maintain a lane. The proposed improvements, particularly the restriping, bulbouts, and parking area reconfiguration will address these specific types of accidents through increased visibility of pedestrians, reduced vehicles speeds, high visibility striping of lanes and crossings, and reducing vehicle conflict via the improved single ingress/egress. The new parking configuration will prevent queueing of vehicles during the peak drop off and pick up times, which will enhance safety through improved traffic flow. The project provides bulb outs, improved walking surfaces, and flashing lights to alert traffic of pedestrians. According to studies conducted by the Federal Highway Administration, installation of RRFB “has shown positive results – an increase in the number of drivers yielding to pedestrians.”<sup>3</sup> BTPO, recommends a sidewalk on both sides of residential streets leading to a school or park.<sup>4</sup> This project proposes installing new sidewalk at the parking lot to achieve this. The project also uses three recommended countermeasures from the Bicycle and Pedestrian Master Plan: a high-visibility crosswalk; curb extensions; and RRFBs.

**Image 2 and 3: Afterschool pick up, November 28, 2023**



<sup>1</sup> <https://www.arcgis.com/home/webmap/viewer.html?webmap=89f26ba90f6a4fcc9015fe4bc23da060&extent=-112.4951,42.8704,-112.3715,42.9237>

<sup>2</sup> See Section 7. Letters of Support

<sup>3</sup> <https://highways.dot.gov/safety/proven-safety-countermeasures/rectangular-rapid-flashing-beacons-rrfb>

<sup>4</sup> BTPO Bicycle and Pedestrian Master Plan, 37

## 5. Addressing Mobility

The project will update the four access points of the crosswalk into ADA compliant curb ramps. Pictures of the noncompliant ramps/curbs are attached. One access point does not ramp down, but requires the pedestrian to step up on the sidewalk. Additionally, the sidewalks along the parking lot on E. Oak will provide new connections, as there is currently no sidewalk there. The new sidewalk will tie into existing sidewalk on either side of Greenacres Elementary School. This connection will create a more walkable community and a safer environment for pedestrians. The project is supported by the city of Pocatello Comprehensive Plan, for a Connected, Safe, Accessible community.<sup>1</sup> One of the goals associated with the Connected, Safe, Accessible community include to evaluate roadways, sidewalks, and paths by utilizing multiple variables such as safety, mobility, access for people and goods, system operation, and quality of life.<sup>2</sup> This project aligns with the strategies identified by prioritizing pedestrian safety and comfort by maximizing right-of-way and improving existing paths, sidewalks, curbs and roadways. This project also implements one of the Bannock Transportation and Planning Organization's Bicycle and Pedestrian Master Plan's main goals: connectivity.<sup>3</sup> The BTPO 2040 Metropolitan Transportation Plan also established a performance target to increase the percentage of arterials with pedestrian accommodations. The Bicycle and Pedestrian Master Plan states, "every effort should be made to add sidewalks to existing facilities where missing."

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<sup>1</sup> <https://pocatello.gov/DocumentCenter/View/318/Comprehensive-Plan-2040-PDF>

<sup>2</sup> <https://pocatello.gov/DocumentCenter/View/318/Comprehensive-Plan-2040-PDF>

<sup>3</sup> [https://www.bannockplanning.org/wp-content/uploads/2019/10/Bicycle-and-Pedestrian-Master-Plan\\_compress.pdf](https://www.bannockplanning.org/wp-content/uploads/2019/10/Bicycle-and-Pedestrian-Master-Plan_compress.pdf)

## **6. Right of Way Easements**

The City of Pocatello owns all right-of-way for the project. See Letters of Support for the School District 25 for commitment to the project and modification of the parking lot to meet current design standards.

## **7. Letters of Support**



214 East Center Street  
Suite 70  
P.O. Box 6129  
Pocatello, Idaho 83205

POLICY BOARD  
REPRESENTATIVES

BANNOCK COUNTY  
Commissioner  
Jeff Hough

CITY OF CHUBBUCK  
Mayor  
Kevin England

Council Member  
Roger Hernandez,  
Vice-Chair

CITY OF POCATELLO  
Mayor  
Brian Blad

Council Members  
Linda Leeuwrik, Chair  
Rick Cheatum

POCATELLO  
REGIONAL TRANSIT  
Director  
Skyler Beebe

IDAHO  
TRANSPORTATION  
DEPARTMENT  
District Engineer  
Todd Hubbard

Ex-Officio  
Non-Voting Members:  
Shoshone-Bannock Tribes  
School District #25  
Idaho State University

PLANNING DIRECTOR  
Mori R. Byington

p 208-233-9322

[www.bannockplanning.org](http://www.bannockplanning.org)

November 27, 2023

Becky Robinson, Project manager  
City of Pocatello  
PO Box 4169  
Pocatello, Idaho 83205

RE: Greenacres Elementary Pedestrian Safety Project

Dear Ms. Robinson:

On behalf of the Bannock Transportation and Planning Organization, I would like to submit this letter of support for the Greenacres Elementary Pedestrian Safety project. This project will improve safety by defining the schools' parking.

The project is not included in the Metropolitan Transportation Plans or the Bicycle and Pedestrian Master Plan. However, the project is consistent with the goals and strategies identified in both plans.

BTPO strongly supports the proposed transportation corridor improvement project. Please let me know if you need anything else.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mori R. Byington', is written over a horizontal line.

Mori R. Byington, Planning Director



November 28, 2023

Local Highway Technical Assistance Council  
3330 W. Grace St.  
Boise, ID 83703



Re: City of Pocatello Children Pedestrian Safety Project – Greenacres Elementary

Dear Local Highway Technical Assistance Council,

Please accept our support of the City of Pocatello’s grant application for the Children Pedestrian Safety grant program. The City’s grant application will create vital infrastructure improvements at the intersection of N. 15<sup>th</sup> Ave and E. Oak Street where the Greenacres Elementary School is located. These improvements will dramatically improve safety for the nearly 400 students and employees that use the school throughout the year, while also enhancing connectivity for children pedestrians, eliminate conflicts within the parking lot, and make the school more accessible for all users.

School District 25 is a community of children, parents, educators, and patrons working collectively toward a common purpose to graduate learners with the skills to be successful contributors in a changing, diverse world. We believe that learning occurs best in a safe, respectful environment. Safeguarding the well-being of School District 25 learners and staff members is our highest priority and the City’s infrastructure project at and around Greenacres will facilitate these goals. School District 25 is committed to the updates to our facilities to improve safety of our students and others.

The City of Pocatello’s Children Pedestrian Safety grant application directly aligns with our mission and values, and as such we urge your positive consideration of the City of Pocatello’s grant application for the Greenacres Child Pedestrian Safety Improvements application for intersection improvements.

Sincerely,

A handwritten signature in black ink, appearing to read "Douglas Howell", written over a white background.

Dr. Douglas Howell, Superintendent

- c. A.J. Watson, Director of Elementary Education
- Jonathan Balls, Director of Business Operations
- Alan Spidell, School Plant Facilities Coordinator

November 13, 2023

Local Highway Technical Assistance Council  
3330 W. Grace St.  
Boise, ID 83703

Re: City of Pocatello Children Pedestrian Safety Project – Greenacres Elementary

Dear LHTAC,

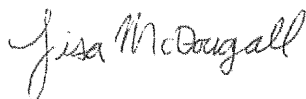
Please accept our support of the City of Pocatello's grant application for the Children Pedestrian Safety grant program. The City of Pocatello's grant application will create vital infrastructure improvements at the intersection of N. 15<sup>th</sup> Ave and E. Oak Street. These improvements will improve connectivity for children and pedestrians that attend Greenacres Elementary School, eliminate conflicts within the parking lot, and improve safety and access for all users.

Greenacres Elementary PTA is committed to students. The PTA sponsors activities such as book fairs, and teacher initiatives, as well as hosting community events for our Greenacres families. The safety of students, parents, and school employees is paramount to an effective learning environment and the PTA supports the planned improvements to the sidewalks, parking lot, and the new pedestrian beacons for the crosswalk.

The City of Pocatello's Children Pedestrian Safety grant application directly aligns with our mission and values, and as such we urge your positive consideration of the City of Pocatello's grant application for the Greenacres Child Pedestrian Safety Improvements application for intersection improvements.

Thank you for considering the safety of our Greenacres community.

Sincerely,

A handwritten signature in cursive script that reads "Lisa McDougall".

Lisa McDougall  
President, Greenacres Elementary PTA

## **8. Commitments to Perform the Work**

The city will perform all eligible work under the grant agreement and all other work will be procured and contracted out in accordance with local, state, and other regulatory requirements. The City Council voted unanimously at their November 16, 2023 Council meeting to submit the application for funding.



### 3.3 PROGRAM AGREEMENT FORM

Please complete the form and have a signing authority sign the bottom of the form.  
Return this form with your completed application.

City, County or Highway District: City of Pocatello

Signing Authority: Brian Blad

Position: Mayor

Project Name: E. Oak Street Child Pedestrian Improvements Project

Receiving this grant requires the City, County, or Highway District agrees to the following program requirements:

- Receive concurrence from ITD if the project is in the state right-of-way or along a state route (provide verification with your application).
- Pay for and/or complete project design and plans.
- Provide LHTAC with a construction schedule before construction begins.
- Prepare mid-project update to LHTAC by **July 19, 2024**.
- Follow State Procurement Rules for advertising, bidding and award of contracts.
- Provide accounting, before and after pictures and close-out summary form upon project completion.
- Complete project construction by **December 13, 2024**.

ACKNOWLEDGED BY



SIGNATURE

APPROVED BY COUNCIL

11-16-2023

## 4. SCORING

### 4.1 SUGGESTED SCORING

1. Map; 5 pts
  - a. Agency provided a map clearly showing project limits; 5 points
  - b. No map or unclear; 0 points
2. Project Description; 10 pts
  - a. Agency clearly describes the limits of the project and all features included in the proposed design; 6-10 points
  - b. Agency does not include all features of the project and/or the limits do not match the map; 0-5 points
3. Children; 20 pts
  - a. If project primarily impacts children; 16-20 pts
  - b. Equal number of children and other users; 8-15 pts
  - c. Primarily other recreational users; 1-7 pts
4. Safety; 20 pts
  - a. If answer includes hard data (crashes, reported near misses, skid marks etc.) and does an excellent job of explaining safety impacts; 16-20 pts
  - b. If answer includes soft data, and excellent job of explaining safety impacts; 10-15 pts
  - c. If answer includes no data, and does an excellent job of explaining safety impacts; 3-9 pts
  - d. If answer does an adequate job of explaining safety impacts; 1-2 pts
5. Mobility; 20 pts

\*\* If project is supported by a transportation/pedestrian plan, add 1 pt to score below \*\*

  - a. If project is connecting existing pedestrian system; 16-19 pts
  - b. If project is providing connectivity between destinations/locations or improving existing facilities; 12-15 pts
  - c. If project enhances mobility at a crossing; 8-11 pts
  - d. ADA Ramps and/or other projects; 1-7 pts
6. R/W or easements; 10 pts
  - a. If no R/W is needed (own property, have executed agreements, etc.); 10 pts
  - b. If agency has letters of commitments; 4-8 pts
  - c. R/W needs to be acquired; 1-3 pts
7. Support; 10 pts
  - a. Unique, diverse, and excellent letters or statement of support; 8-10 pts
  - b. Form letters or non-diverse letters of support; 4-7 pts
  - c. Poor community support; 1-3 pts
8. Partners; 5 pts
  - a. Various commitments, letters, services; 5 pts
  - b. Vague partner commitments; 2 points
  - c. No partners; 0 points