Massachusetts Gaming Commission
101 Federal Street, 12th Floor
Boston, MA 02110

2017 COMMUNITY MITIGATION FUND

2017 Transportation Planning Grant Application

BD-17-1068-1068C-1068L-11234

APPLICATIONS DUE NO LATER THAN FEBRUARY 1, 2017.

Please complete the entire application.

West Springfield	1. NAME OF MUNICIPALITY/GOVERNMENT ENTITY/DISTRICT
Mayor's Office	2. DEPARTMENT RECEIVING FUNDS
Sharon Wilcox, Chief Financial Officer and Town Accountant	3. NAME AND TITLE OF INDIVIDUAL RESPONSIBLE FOR HANDLING OF FUNDS
26 Central Street, West Springfield, MA 01089	4. ADDRESS OF INDIVIDUAL RESPONSIBLE FOR HANDLING OF FUNDS
(413) 263-3025 swilcox@townofwestspringfield.org	5. PHONE # AND EMAIL ADDRESS OF INDIVIDUAL RESPONSIBLE FOR HANDLING OF FUNDS
William Reichelt, Mayor	6. NAME AND TITLE OF INDIVIDUAL AUTHORIZED TO COMMIT FUNDS ON BEHALF OF MUNICIPALITY/GOVERNMENTAL ENTITY
26 Central Street, West Springfield, MA 01089	7. ADDRESS OF INDIVIDUAL AUTHORIZED TO COMMIT FUNDS ON BEHALF OF MUNICIPALITY/GOVERNMENTAL ENTITY
(413) 263-3041 wreichelt@townofwestspringfield.org	8. PHONE # AND EMAIL ADDRESS OF INDIVIDUAL AUTHORIZED TO COMMIT FUNDS ON BEHALF OF MUNICIPALITY/GOVERNMENTAL ENTITY
MGM Springfield	9. NAME OF GAMING LICENSEE

1. IMPACT DESCRIPTION

Please describe in detail the transportation related impact that is attributed to the construction or operation of a gaming facility. Please provide support for the determination that the construction or operation of the gaming facility caused, is causing or may cause the impact.

PROJECT AREA – The Project area consists of the intersection of Westfield Street (Route 20) at Elm Street (Route 20) as well as approximately 1,000 feet of the Elm Street corridor extending from Southworth Street to the intersection with Park Street. See attached project location map. This and the immediate area is a network of many small businesses, schools, a newly renovated public library, council on aging, municipal office building and a post office. This area is the core of the community's Central Business District (CDB). Therefore, this area supports traffic from many modes of transportation (vehicles, transit, pedestrian and bicycling). Being a walkable area there are numerous pedestrian crossings, transit stops (some with bicycle parking accommodations) and on-street parking. A map is attached in Appendix A defining the project area.

Being Route 20 which connects to Route 5 and the Interstate Highway systems, this is a primary travel route to and from the MGM site for construction vehicles in addition to the highway system. Once the Casino opens, it will be a primary travel route to and from the casino as noted in the past traffic studies for the casino development. A copy of the trip distribution network from the Draft Environmental Impact (DEIR) report is included in Appendix B. This indicates that 5% +/- trips will utilize this route. This additional traffic directly impacts operations and safety for the various transportation users of all ages and abilities and various modes.

UNDERESTIMATED TRANSPORTATION IMPACTS – The Town has recognized that this area is directly impacted from the construction and future traffic from the casino, but the extent of those impacts was not previously appreciated (in part due to exacerbated impacts resulting from the Interstate 91 viaduct construction), and subsequent changes in state and local policies relative to non-motorized modes of travel have changed substantially since the Town executed its Surrounding Community Agreement with MGM. The intersection of Park Street with Elm Street, Union Street and Park Avenue was one of the study area intersections in the DEIR. The project area is immediately adjacent to this location. Since this area is part of an identified and accepted primary travel route to/from the casino construction vehicles will/are using it as well as alternative routes to the highway system. With the reduced number of travel lanes on Interstate 91, detours and extra travel delays due to the I-91 viaduct construction operations leading to the casino site are occurring and expected to continue.

Being State Numbered Route 20,the Westfield Street and Elm Street corridors are attractive regional cut through routes for traffic to points east along Route 20 and to Route 5 and Interstate-91.

This is especially evident with Global Positioning Systems (GPS) now guiding unfamiliar drivers through the area along the major routes. Therefore, this intersection and stretch of roadway will continue to experience transportation impacts beyond what has been originally forecast.

Knowing that this is a primary travel route, as a pre-emptive measure the Town has recently completed improvements to the intersection of Park Street with Elm Street, Union Street and Park Avenue. This was recently completed with an investment from the Town of approximately $300,000.00. The improvements included updated signal timings, all new vehicular detection, pedestrian crossing signals, wheelchair ramps, pavement resurfacing and line markings. In addition to this the Town, in conjunction with the Massachusetts Department of Transportation(MassDOT), completed $3.7 +/- million dollars in improvements to the Route 20 corridor between Cedar Avenue and just west of the intersection of Elm Street with Westfield Street (study area) in 2012. Attached in Appendix C is a projects map depicting how the study area connects to these recently completed projects. The Town has clearly demonstrated its commitment to maintaining its transportation infrastructure, and committing its own resources to this endeavor, and is actively working to ensure casino related traffic can be accommodated while maintaining a vibrant and safe downtown area for the various modes of transportation.

The Town also worked with the Pioneer Valley Regional Planning Commission (PVPC) in 2016, which provided technical assistance to help access the project area. The Town worked in concert with the PVPC to develop some small scale improvements to be considered at the intersection of Elm Street and Westfield Street at a later date, when the Town will be in a position develop a more extensive project. A copy of this report is presented in Appendix E. The PVPC recommended that the traffic signal be upgraded to conform to current standards of the Manual on Uniform Traffic Control Devices (MUTCD) along with upgraded pedestrian signals and push buttons. The Town would like to seize this opportunity to create a project that will advance this initiative further and better situate itself for additional casino traffic.

The original traffic study for the casino primarily focused on processing volumes of passenger vehicles through the study area but didn't focus in detail on unanticipated impacts to other modes of travel such as walking and bicycling. Therefore, we feel the additional traffic volumes, operational and multi-modal impacts to the study area resulting from additional casino traffic were not completely addressed in this area. The Town wants to be prepared to deal with the additional traffic flow through this area for public safety while providing a Complete Streets infrastructure consistent with its recently adopted ordinance that is part of its community compact with the Governor's Offices. Copies of both documents are provided in Appendix D. Work the Town will undertake with funds from this grant will better situate it to handle casino related traffic.

2. PROPOSED USE OF PLANNING FUND

Please identify below the manner in which the funds are proposed to be used. Please provide documentation (e.g. - invoices, proposals, estimates, etc.) adequate for the Commission to ensure that the funds will be used for the cost of planning to mitigate the transportation impact from the construction or operation of a proposed gaming establishment. Please describe how the planning request will address the specific transportation impact indicated. Please attach additional sheets/supplemental materials if necessary.

The Town is requesting a transportation planning grant of $150,000 from the Community Mitigation Fund to assist with addressing impacts to the study area. These funds, in their entirety, will be used to contract with an engineering firm to develop improvements the Town will advance to construction. The Town has solicited proposals from three engineering firms (copies of each are attached in Appendix F). These proposals range from $175,840 - $199,995. The Town is committed to funding the additional $25,840 to $49,995 in excess of the grant, depending upon the consultant selected. A consultant cannot be selected pending award of this grant. Products of this work will help the Town implement improvements to better accommodate the additional construction and future visitor traffic to the MGM casino while maintaining a safe transportation infrastructure consistent with the Town's Complete Streets Ordinance. The Town is committed to advancing construction projects resulting from work related to this grant.

3. IMPACT CONTROLS/ADMINISTRATION OF IMPACT FUNDS

Please provide detail regarding the controls that will be used to ensure that funds will only be used to plan to address the specific impact. If non-governmental entities will receive any funds, please describe what reporting will be required and how the applicant will remedy any misuse of funds.

All funds received from this grant will be used exclusively on the contract between the Town and the selected consulting engineering firm for one of the proposals attached. If awarded the grant, a copy of the final executed contract between the Town and the firm can be provided to the Gaming Commission as well as a copy of the purchase order documenting the use of the grant and Town funds used on the project. The funds will be retained in a grant account, pursuant to G.L. c.44, section 53A, and could only be expended for the purposes stated herein and in the grant.

4. RELEVANT EXCERPTS FROM HOST OR SURROUNDING COMMUNITY AGREEMENTS AND MASSACHUSETTS ENVIRONMENTAL POLICY ACT (MEPA") DECISION

Please describe and include excerpts regarding the transportation impact and potential mitigation from any relevant sections of any Host or Surrounding Community Agreement. Please also briefly summarize and/or provide page references to the most relevant language included in the most relevant MEPA certificate(s) or comment(s) submitted by the community to MEPA. Please explain how this transportation impact was either anticipated or not anticipated in that Agreement or such MEPA decision. If planning funds are sought for mitigation not required under MEPA, please provide justification why funding should be utilized to plan for such mitigation. For example, a community could provide information on the significance of potential impacts if trip generation totals exceed projected estimates.

The MEPA Certificate dated December 31, 2014, for the final Environmental Impact Report did not include this project area that directly abuts one of the major study area intersections and is part of a primary travel route to/from the casino. As previously stated in this application, the project area is a key connection for two area projects recently completed, therefore further enhancing one of the primary casino travel routes.

In addition to this, the Certificate indicated that a Transportation Demand Management (TDM) Program be developed with bicycle, pedestrian and transit measures. This project will help enhance bicycle accommodations in the study area and help make access to transit safer and more attractive. The project area is just under 2.5 miles from the casino site, therefore making it a primary bicycling route to/from the casino. Improvements under this project will support the TDM strategies for the casino and help lead people by bicycle safely to the new infrastructure surrounding the casino. Appendix G presents sections from the MEPA certificate related to TDM strategies, bicycle infrastructure and way finding signage at and in the immediate area of the casino.

CERTIFICATION BY MUNICIPALITY/GOVERNMENTAL ENTITY

On behalf of the aforementioned municipality/governmental entity I hereby certify that the funds that are requested in this application will be used solely for the purposes articulated in this Application.

Mayor William Reichelt	**Date** 2/1/17
Signature of Responsible Municipal Official/Governmental Entity	

APPROVAL OF THE MASSACHUSETTS GAMING COMMISSION

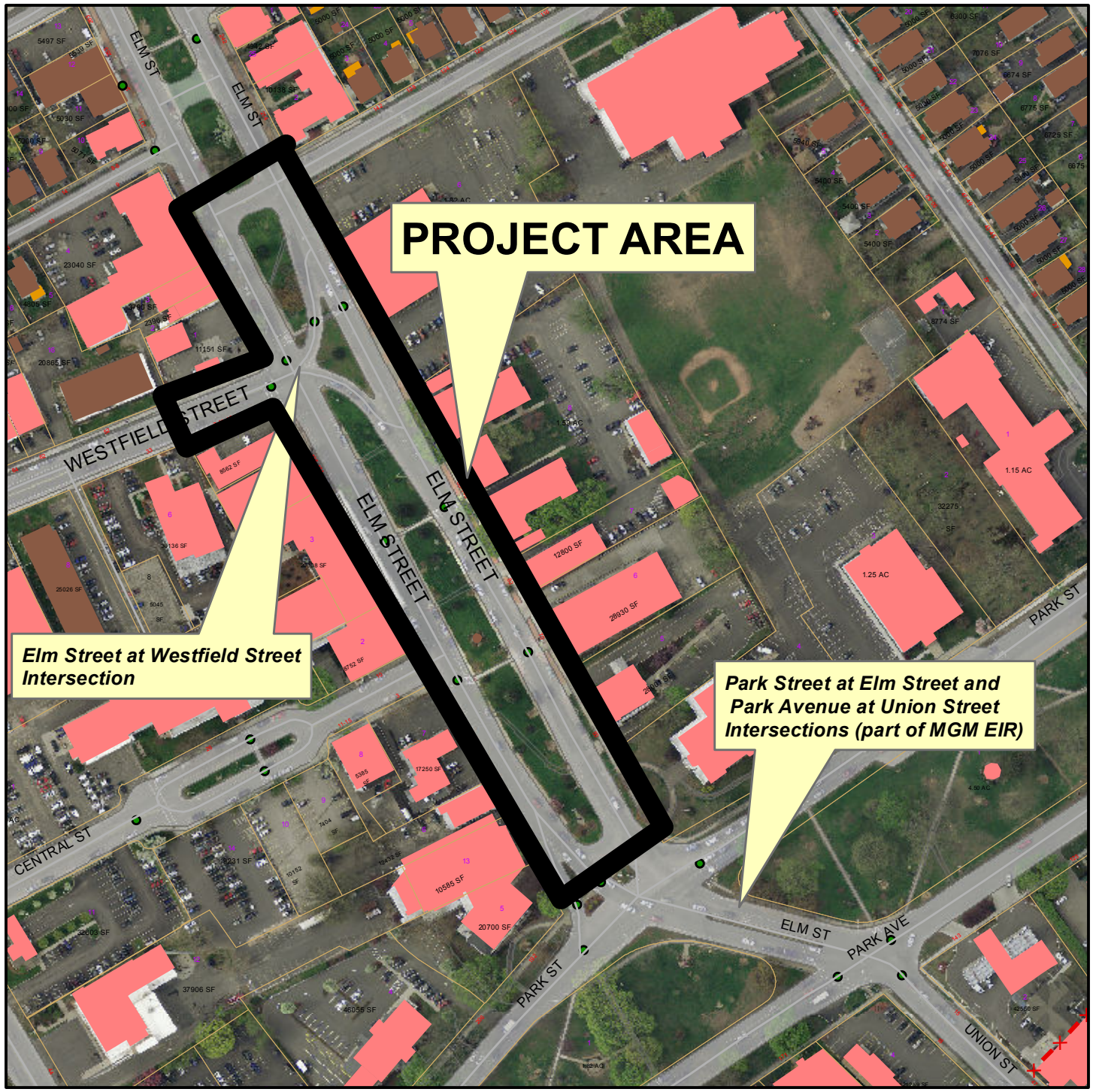
On behalf of the Massachusetts Gaming Commission, the Commission hereby authorizes the payment from the Community Mitigation Fund in accordance with M.G.L. c. 23K as outlined in this Application.

Executive Director	**Date**
Ombudsman	**Date**

APPENDIX A

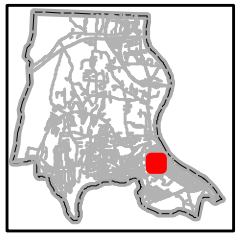
PROJECT AREA MAP

Town of West Springfield



Legend

Streets Centerline	Buildings
Paved	Deck or Porch
Unpaved	Garage (Detached)
Major Roads	Residential
Local Roads	Commercial
State Highway	Industrial
Interstate Highway	Demolished
Easements	Proposed
Right of Way	Parcels
Public	New Lot Line
Private	Line Removed
Railroad	Pave Edges
Paper Street	Pavement
Old Lot Lines	Wetland
Swmming Pools	Streams



Planimetric & Topographic Features were derived from aerial photography taken on March 30th, 1998 and April 3, 2010. These features meet ASPRS Standards for 1" = 40' Class 1 map accurracy. All maps are projected to the Stateplane grid coordinate system, Zone 4151, Datum NAD83 & Units feet.

This data should not be used for legal description or conveyance purposes.

N

0 95 190 380 Feet

1 inch = 187.30738 feet

Town of West Springfield, MA, GIS

Created By: jczach *Date: 12/26/2016*

APPENDIX B

TR IP DISTRIBUTION MAP FROM DRAFT EIR

journey-to-work model is provided in Appendix B-11, and the resulting trip distribution percentages are shown in Figures B-12-13 for residents working within Springfield and in Figures B-12-14 and B-12-15 for residents working outside of Springfield.

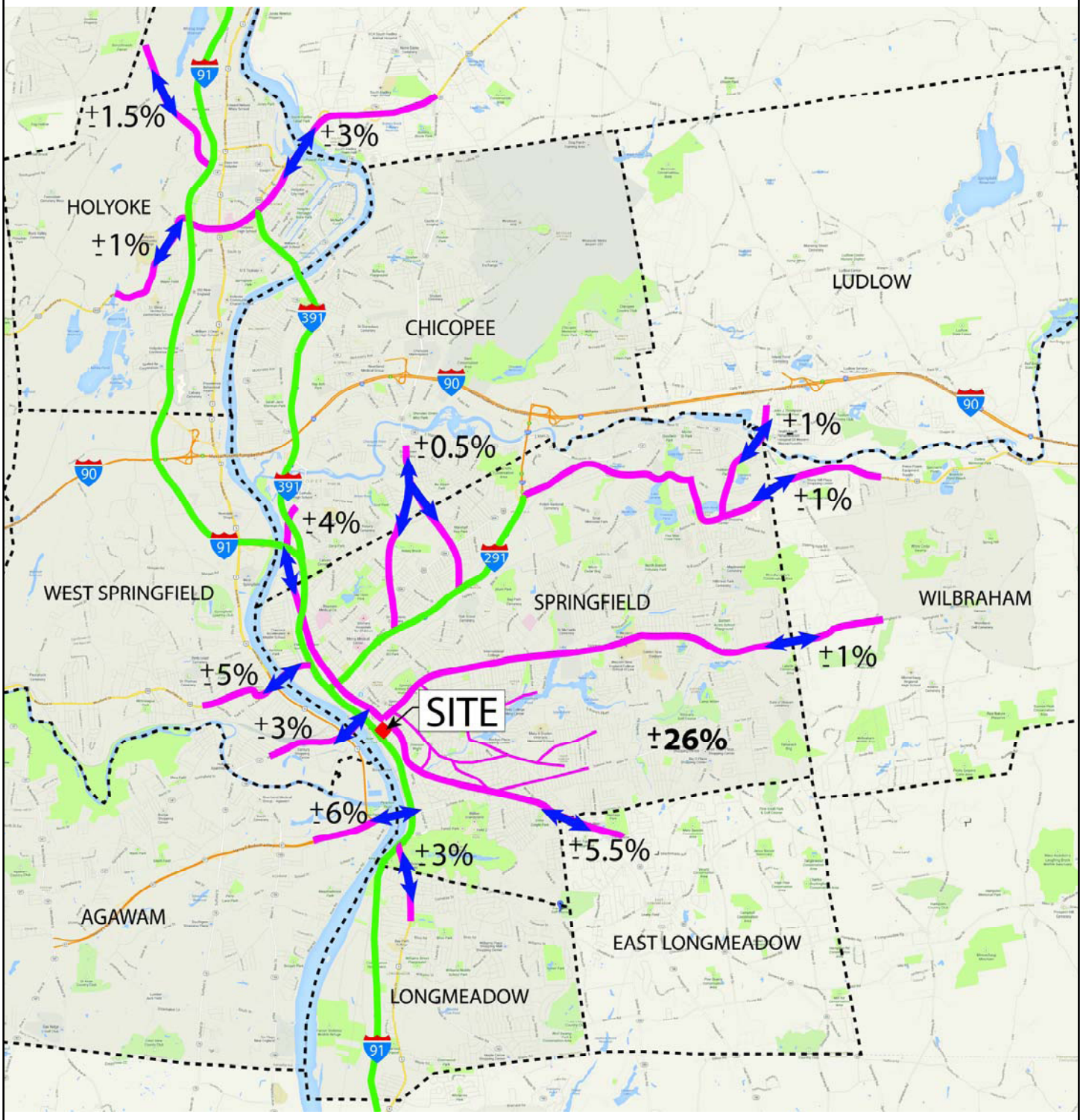
Trip Distribution Summary

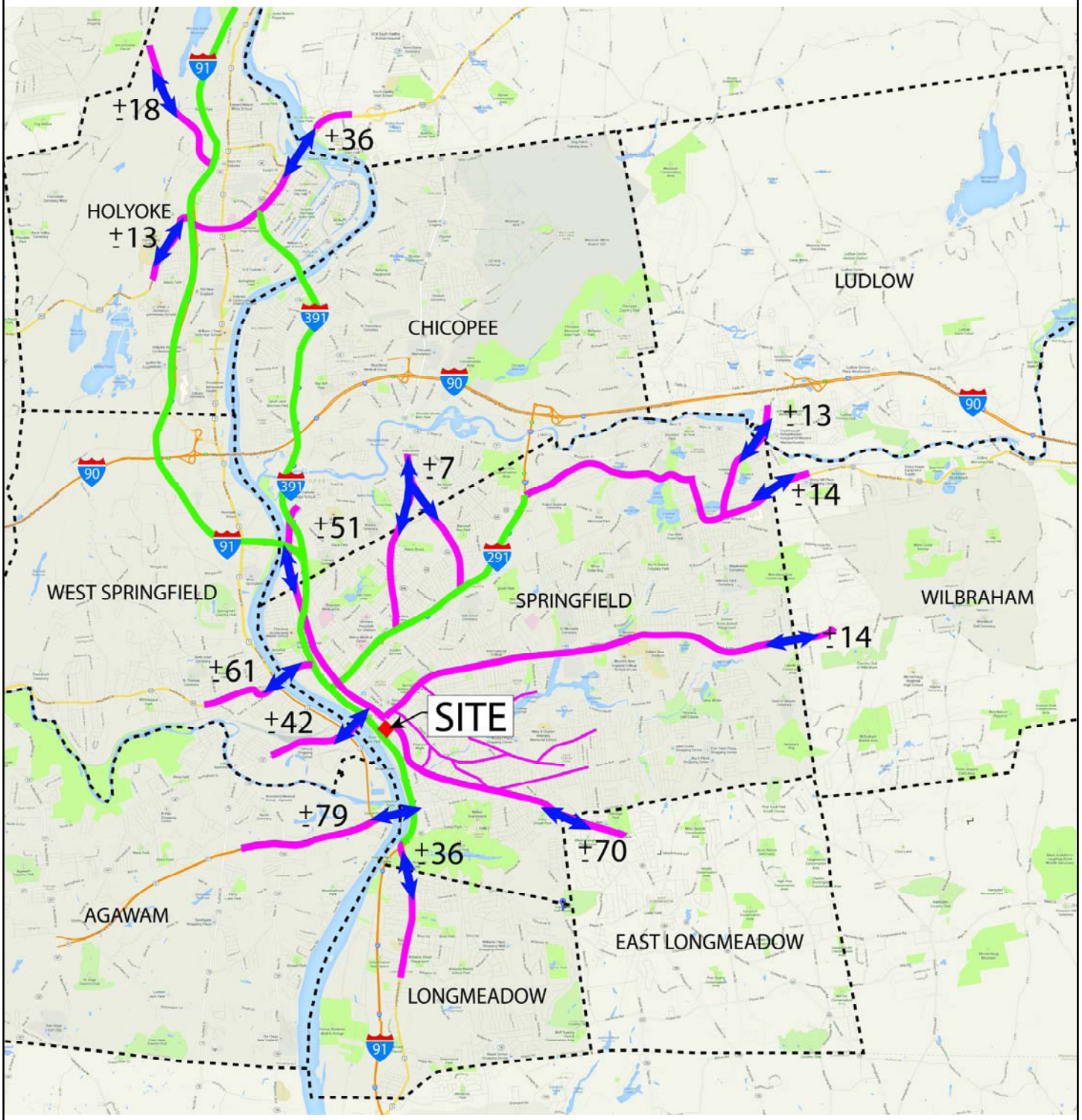
The resulting trip distribution by land use for the proposed development is summarized in Table 6.2-9. The site-generated traffic volume networks for each land use are presented in Appendix B-12. The regional scale distribution of trips is shown in Figures 6.2-8 and 6.2-9 for the local roadways and freeway corridors, respectively. The regional scale site-generated trip increases is shown in Figures 6.2-10 and 6.2-11 for local roadways and freeway corridors, respectively. The resulting site-generated traffic-volume networks for Friday evening and Saturday midday peak hours are shown in Figures 6.2-12 through 6.2-15.

Table 6.2-9 Trip Distribution Summary

Routes	Percentage from Route / Community				
	Casino / Hotel Patron	Casino / Hotel Employee & Armory Square Office	Armory Retail	Apartment	Total
Route 5 - Longmeadow	1.0%	3.9%	5.0%	0.6%	**2.8%**
Route 83 - East Longmeadow	3.9%	5.7%	7.2%	5.6%	**5.4%**
South End Bridge - Agawam	5.0%	5.0%	8.0%	3.2%	**6.1%**
Memorial Bridge - West Springfield	2.5%	4.0%	4.0%	3.7%	**3.3%**
North End Bridge - West Springfield	3.5%	5.0%	6.0%	6.3%	**4.7%**
Main Street - Chicopee	3.7%	5.5%	3.8%	5.5%	**4.0%**
Liberty St / St. James Ave - Chicopee	0.4%	0.8%	0.7%	0.7%	**0.6%**
Boston Road (Route 20) - Wilbraham	0.8%	4.0%	0.7%	1.5%	**1.1%**
Wilbraham St - Wilbraham	0.9%	0.9%	1.5%	0.2%	**1.1%**
Route 21 - Ludlow	0.6%	2.0%	1.2%	0.9%	**1.0%**
Route 141 - Holyoke	*1.5%*	*1.9%*	*1.3%*	*0.5%*	***1.4%***
Route 202 West - Holyoke	*1.6%*	*0.8%*	*0.3%*	*1.0%*	***1.0%***
Route 202/16 - Holyoke	*3.5%*	*3.6%*	*1.6%*	*3.6%*	***2.8%***
I-91 North*	22.0%	12.0%	6.0%	6.1%	**14.3%**
I-91 South	30.0%	2.0%	13.0%	0.0%	**19.6%**
I-291 Northeast	15.3%	7.3%	5.3%	1.1%	**10.1%**
City of Springfield	10.5%	41.9%	37.7%	64.7%	**26.0%**
Total*	100.0%	100.0%	100.0%	100.0%	**100.0%**

*Note that all routes through Holyoke will also use I-91 North. Therefore, the percentages shown for I-91 North also include traffic from Holyoke.


±1.5%
±3%
HOLYOKE
±1%
LUDLOW
CHICOPEE
±0.5%
±1%
±1%
±4%
WEST SPRINGFIELD
SPRINGFIELD
WILBRAHAM
±1%
±5%
SITE
±3%
±26%
±6%
±3%
±5.5%
AGAWAM
EAST LONGMEADOW
LONGMEADOW
North
Not to Scale



Not to Scale

MGM Springfield **Springfield, Massachusetts**

TEC

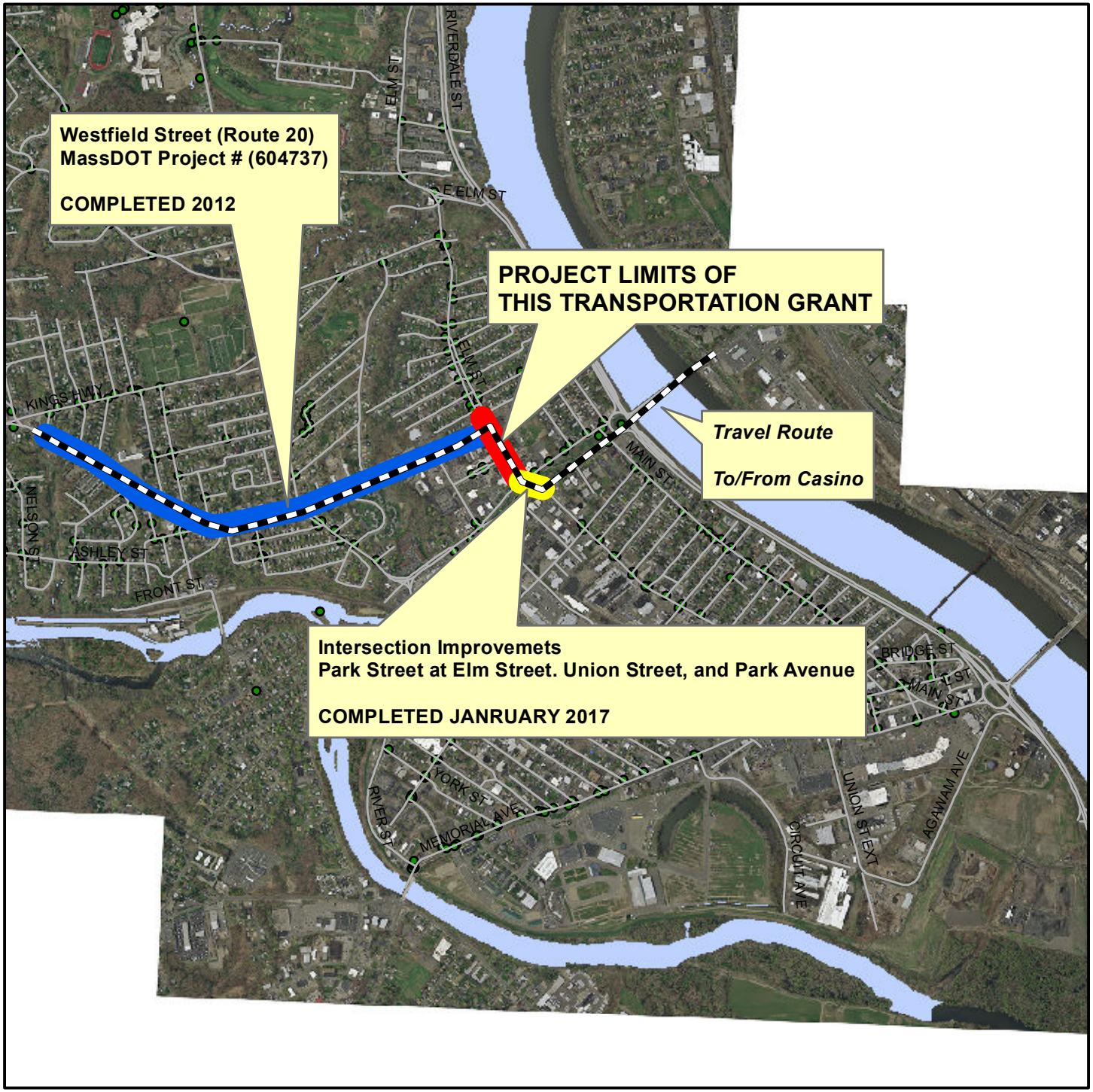
Figure 6.2-10

Total Site-Generated Trip Increases - Surface Roads

APPENDIX C

PROJECTS MAP

West Springfield Projects Map



Legend

Streets Centerline
- Paved
- Unpaved

Major Roads
- Local Roads
- State Highway
- Interstate Highway
- Easements

Right of Way
- Public
- Private
- Railroad
- Paper Street
- Old Lot Lines
- Swmming Pools

Buildings
- Deck or Porch
- Garage (Detached)
- Residential
- Commercial
- Industrial
- Demolished
- Proposed
- Parcels
- New Lot Line
- Line Removed
- Pave Edges
- Pavement
- Wetland
- Streams

Planimetric & Topographic Features were derived from aerial photography taken on March 30th, 1998 and April 3, 2010. These features meet ASPRS Standards for 1" = 40' Class 1 map accurracy. All maps are projected to the Stateplane grid coordinate system, Zone 4151, Datum NAD83 & Units feet.

This data should not be used for legal description or conveyance purposes.

N

0 1,000 2,000 4,000 Feet

1 inch = 1,972.222222 feet

Town of West Springfield, MA, GIS

Created By: jczach *Date: 1/29/2017*

APPENDIX D

COMPLETE STREETS ORDINANCE AND COMMUNITY COMPACT

TOWN OF WEST SPRINGFIELD

AN ORDINANCE ADOPTING A COMPLETE STREETS POLICY

Move that the West Springfield Town Council waive the formal reading and hereby resolve, ordain, amend and enact the following ordinance entitled: ***Complete Streets***

Whereas, "Complete Streets" are defined as streets that provide safe and accessible options for all travel modes - walking, biking, transit, freight, commercial, emergency and passenger vehicles – for people of all ages and abilities;

Whereas, the Town has signed on to a Community Compact with the Governor's Office to adopt a Complete Streets policy and become a Complete Streets community to further pursue the design and construction of Complete Streets throughout our borders;

Whereas, Complete Streets principals shall guide future roadway and transportation plans for both new and reconstruction projects in the Town of West Springfield, and any exception to this shall be appropriately justified;

Whereas, the Complete Streets Program begins with the adoption of a binding policy outlining how a community will pursue inclusive initiatives that recognize the various modes of transportation that their constituents utilize;

Whereas, acceptance of this Complete Streets policy allows for the Town to pursue additional funding opportunities to advance and implement Complete Streets initiatives.

Whereas, it is in the best interests of the community to implement this Ordinance to enhance safe transportation options and improve the quality of life for the residents, businesses and visitors of West Springfield:

Now Therefore, the West Springfield Town Council hereby resolves, ordains, amends and enacts the following additions to the Ordinances of the Town of West Springfield:

COMPLETE STREETS

1. Vision

Complete Streets are designed and operated to provide safety and accessibility for all the users of our roadways, trails and transit systems, including pedestrians, bicyclists, transit riders, motorists, freight, commercial, and emergency vehicles and for people of all ages and of all abilities. Furthermore, Complete Streets principles contribute toward

the safety, health, economic viability, and quality of life in a community by providing accessible and efficient connections between home, school, work, recreation and retail destinations by improving the pedestrian, bicycle and vehicular environments throughout communities. They also assist in improving air quality and reducing energy consumption for a more sustainable environment.

2. Purpose

The purpose of West Springfield's Complete Streets ordinance, therefore, is to accommodate all road users by creating a transportation network that meets the needs of individuals utilizing a variety of transportation modes. The Town of West Springfield will ensure any plans, designs, operations and maintenance of streets that accommodate and are safe for all users of all ages and abilities as a matter of routine to the best extent practicable.

3. Goals

This ordinance directs decision-makers to consistently plan, design, construct and maintain streets for the accommodation of all anticipated users including, but not limited to pedestrians, bicyclists, motorists, emergency vehicles, and freight and commercial vehicles in a context sensitive manner. This ordinance shall apply to all municipal roadway repairs, upgrades or expansion projects within the public right-of-way and private developments requiring approval from the Town. Procedures will be developed to ensure Complete Streets elements are incorporated into these activities.

4. Core Commitment

a. The Town of West Springfield recognizes that users of various modes of transportation, including, but not limited to, pedestrians, bicyclists, runners, hikers, transit and school bus drivers/riders, motorists, commercial vehicles, delivery and service personnel, freight haulers, and emergency responders, are legitimate users of streets and deserve safe facilities. "All Users" includes users of all ages and abilities.

b. The Town of West Springfield recognizes that all projects, new, maintenance, or reconstruction, are potential opportunities to apply Complete Streets design principles.

c. The Town will, to the maximum extent practical, design, construct, maintain, and operate all streets to provide for a comprehensive and integrated street network of facilities for people of all ages and abilities.

d. Complete Streets design recommendations shall be incorporated into all publicly and privately funded projects, as appropriate. All transportation infrastructure and street design projects requiring funding or approval by the

Town of West Springfield, as well as projects funded by the state and federal government, such as the Chapter 90 funds, Town improvement grants, Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, Community Development Block Grants (CDBG), Capital Funding and other state and federal funds for street and infrastructure design shall adhere to (comply with) the Town of West Springfield Complete Streets Ordinance. Private developments and related street design components or corresponding street-related components shall adhere to (comply with) the Complete Streets principles. New subdivisions, shall be required to comply with this ordinance. In addition, to the extent practical, state-owned roadways will comply with the Complete Streets resolution, including the design, construction, and maintenance of such roadways within Town boundaries.

e. The Mayor shall designate a staff person from one of the Town's municipal Departments that will be responsible for oversight of the ordinance.

5. Exceptions

Exceptions to the ordinance are only allowed upon approval by the Mayor based upon recommendation from his/her designee overseeing the ordinance, with documentation and data that indicate:

a. Facilities where specific users are prohibited by law, such as interstate freeways or pedestrian malls. An effort will be made, in these cases for accommodations elsewhere.

b. Where cost or impacts of accommodation is excessively disproportionate to the need or probable use or probable future use.

c. The existing right-of-way or adjacent land is constrained in a manner that inhibits addition of transit, bicycle, or pedestrian improvements. In this case, the Town shall consider alternatives such as lane reduction, lane narrowing, on-street parking relocation, shoulders, signage, traffic calming, or enforcement.

d. Where such facilities would constitute a threat to public safety or health.

e. Where construction and future maintenance will create significant adverse environmental impacts to streams, flood plains, wetlands, historical resources.

6. Best Practices

a. The Town of West Springfield Complete Streets ordinance will focus on developing and maintaining a connected, integrated network that serves all road users. Complete Streets will be integrated into policies, planning, and design of all types of public and private projects, including new construction, reconstruction, rehabilitation, repair, and maintenance of transportation

facilities on streets and redevelopment projects.

b. Implementation of the Town of West Springfield Complete Streets Ordinance will be carried out cooperatively within all departments in the Town of West Springfield with multi-jurisdictional cooperation, to the greatest extent possible, among private developers, and state, regional, and federal agencies.

c. Complete Streets principles include the development and implementation of projects in a context sensitive manner in which project implementation is sensitive to the community's physical, economic, and social setting. The overall goal of this approach is to preserve and enhance scenic, aesthetic, historical, and environmental resources while improving or maintaining safety, mobility, and infrastructure conditions. The context-sensitive approach to process, decisions making and design includes a range of goals by considering stakeholder and community values on a level plane with the project need. It includes goals related to livability with greater participation of those affected in order to gain project consensus.

d. The Town of West Springfield recognizes that "Complete Streets" may be achieved through single elements incorporated into a particular project or incrementally through a series of smaller improvements or maintenance activities over time.

7. Design Criteria

In the fulfillment of the goals of this Complete Streets Ordinance, the Town will follow the latest design manuals, standards and guidelines. This includes documents that are listed below but should not be precluded from considering innovative and non-traditional design options where a comparable level of safety for users in present or provided:

- The Massachusetts of Department of Transportation *Project Design and Development Guidebook*
- Massachusetts Department of Transportation Engineering Directives
- Massachusetts Department of Transportation Separated Bike Lane Planning & Design Guide
- The latest edition of American Association of State Highway Transportation Officials (AASHTO) *A Policy on Geometric Design of Highway and Streets*
- ITE Designing Walkable Urban Thoroughfares: A Context Sensitive Approach
- National Association of City Transportation Officials Urban Bikeway Design Guide

- The United States Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Design Controls (2009).
- The Architectural Access Board (AAB) 521CMR Rules and Regulations
- Documents and plans created for the Town of West Springfield, such as bicycle and pedestrian network plans.

8. Performance Standards

Complete Streets implementation and effectiveness should be constantly evaluated for success and opportunities for improvement. The Town will develop performance measures to gauge implementation and effectiveness of the policies. These performance measures may include but are limited to:

- Total miles of marked bike lanes
- Total miles of roadway with shoulder 4 feet wide or greater
- Linear feet of sidewalk including new and reconstructed
- Closure of network gaps and removal of impediments in the transportation infrastructure
- Number of new curb ramps constructed and existing ramps reconstructed
- Number of existing curb ramps in need of reconstruction
- Crosswalk and intersection improvements
- Crash and Personal Injury Data
- Citations for Traffic Violations
- Number of new street trees planted
- Transit Ridership
- Public Participation
- Annual estimate of yearly Town investments in Complete Streets design and construction activities

9. Implementation

a. The Town shall make Complete Streets practices a routine part of everyday operations, shall approach every transportation project and program as an opportunity to improve streets and the transportation network for all users, and shall work in coordination with other departments, agencies, and jurisdictions to achieve Complete Streets.

b. The Town shall review and either revise or develop proposed revisions to all appropriate planning documents (master plans, open space and recreation plan, etc.), zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles in all Street Projects. A committee of relevant stakeholders designated by the Mayor will be created as an advisory body to assist in overseeing the implementation of this initiative.

c. The Town shall maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure that will be used in identifying and prioritizing projects to eliminate gaps in the sidewalk and bikeway network.

d. The Town shall promote inter-department project coordination among city departments with an interest in the public right-of-way in order to better use of fiscal resources.

e. The Town shall seek methods to educate all transportation users to better understand and utilize complete streets. This shall include but not be limited to Town website updates, social media posts, community access cable channel, public outreach meetings and informational pamphlets for the general public and students.

f. The Town will reevaluate Capital Improvement Projects prioritization to encourage implementation of Complete Streets implementation.

g. The Town will train pertinent Town staff and decision-makers on the content of Complete Streets principles and best practices for implementing the ordinance through dissemination of current information/concepts, attendance at workshops, project meetings and other appropriate means.

h. The Town will utilize inter-department coordination to promote the most responsible and efficient use of resources for activities within the public way.

i. The Town will seek out appropriate sources of funding and grants for implementation of Complete Streets policies.

j. The Town will investigate new and continue with existing programs such as Mass in Motion and Safe Routes to Schools which compliment Complete Streets initiatives.

k. Complete Streets infrastructure shall be maintained by the jurisdiction that owns the right-of-way it resides on unless binding agreements are made with other maintaining enteritis.

l. The Town will seek input from residents, developers and businesses as well as work with neighboring municipalities and the Department of Transportation to coordinate and optimize connectivity of improvements on both local and regional level.

[Signatures on the Following Page]

Per order of the West Springfield Town Council, approved on the 21st day of March 2016 by a vote of 8 in favor and 0 opposed.

George D. Condon, Council President — Date: 3/23/2014

Approved as to Form:

Kate R. O'Brien, Town Attorney — Date: 3/24/2016

Pursuant to Section 3-7 of the West Springfield Home Rule Charter, I hereby approve the Town Council's acceptance of the above.

William C. Reichelt, Mayor — Date: 3/24/16

Pursuant to Section 3-7 of the West Springfield Home Rule Charter, I hereby disapprove the Town Council's acceptance of the above.

William C. Reichelt, Mayor — Date

The Commonwealth of Massachusetts

COMMONWEALTH COMMUNITY COMPACT

WHEREAS cities and towns and the Commonwealth must work together to create the conditions for a strong and resilient economy; and

WHEREAS cities and towns face increasing pressures on municipal and school budgets which impact essential services; and

WHEREAS cities and towns are partners with the Commonwealth and the Baker-Polito Administration is recommitting itself to that partnership through the Community Compact Cabinet; and

WHEREAS the Commonwealth is committed to promoting mutual standards of best practice for both the state and municipalities that will create clear standards, expectations, and accountability for both partners; and

WHEREAS the citizens of Massachusetts are right to expect forward-thinking, innovative government from both the Commonwealth and local governments.

Commonwealth Commitments

As a sign of its commitment to an improved partnership with cities and towns, the Baker-Polito Administration:

- Intends to be a reliable partner on local aid.
- Pledges to work with our partners in the Legislature toward earlier local aid formula funding levels.
- Will work to make available technical assistance opportunities for cities and towns as they work toward best practices.
- Will not propose any new unfunded state mandates, and we will look at existing mandates with a goal toward making it easier to manage municipal governments.
- Will give special attention, in its review of state regulations, to those that affect the ability of municipalities to govern themselves.
- Pledges to work closely with municipal leaders to expand opportunities to add municipal voices to those state boards and commissions that impact local governments.
- Will introduce incentives for municipalities that sign Compacts in existing and proposed state grant opportunities, including proposals for technical assistance grants available only to compact communities.
- Will identify ways to expedite state reviews that can often slow down economic development opportunities or hinder other municipal interests.

Community Commitments

NOW THEREFORE the City of West Springfield pledges to adopt the following best practices:

1. Maximizing Energy Efficiency and Renewable Opportunities: There are documented and measurable energy use reduction goals; Clean power is generated locally; The municipal fleet is fuel efficient; Investments have been made in energy efficient municipal street lighting; Energy efficiency improvements and renewable thermal heating and cooling upgrades have been made to public facilities including water/wastewater plants.
2. Complete Streets: The municipality will become certified through MassDOT and demonstrate the regular and routine inclusion of complete streets design elements and infrastructure on locally-funded roads.
3. Citizen Engagement: There is a documented citizen engagement strategy for deployment of technology solutions, including a public communication strategy and a professional development strategy to ensure that internal resources can effectively engage with users via technology.

The Commonwealth will work with the City of West Springfield as a partner in implementing these best practices, including prioritizing technical assistance when that is needed to accomplish execution of a new best practice.

Commonwealth Compact Community Incentives

The Baker-Polito Administration seeks to recognize municipalities that are striving to become more innovative and accountable and introduce incentives through various state grants and programs to reward municipalities who have signed Community Compacts and committed themselves to continuous improvement. Municipalities that pledge to adopt best practices through compacts will get bonus points on selected state grant programs and will be prioritized for various technical assistance programs.

TOGETHER we sign this Community Compact in a spirit of partnership and public service, understanding that we serve the citizens of our Commonwealth and that our citizens deserve the best government possible.

Signed this 19th of August in the Year 2015

Lt. Governor Karyn Polito
Commonwealth of Massachusetts

Edward Sullivan
Mayor of West Springfield

God Save the Commonwealth of Massachusetts

APPENDIX E

PIONEER VALLEY PLANNING COMMISSION CONSULTATION AND TECHNICAL ASSISTANCE

Catalyst for Regional Progress
PVPC
Timothy W. Brennan Executive Director

July 20, 2016

Mayor William Reichelt
26 Central Street
West Springfield, MA 01104

Dear Mayor Reichelt:

The Pioneer Valley Planning Commission (PVPC) has completed its work on the Local Technical Assistance (LTA) request for the Town of West Springfield at the intersection of Elm Street and Westfield Street (Route 20). This request consisted of the PVPC conducting traffic counting and analysis of the intersection to improve pedestrian safety and crossings at this location. The following sections present more information on the results of this analysis.

Existing Conditions

Elm Street intersects with Westfield Street (Route 20) to form a signalized three way intersection. Due to the boulevard style of Elm Street, northbound through moving traffic does not operate under traffic signal control at this intersection. Left turning traffic from Westfield Street yields to northbound through traffic upon completion of their turn to merge with northbound traffic on Elm Street.

Sidewalks and street lights are located on both sides of Elm Street and Westfield Street. Pavement markings in fair condition are present on all approaches to the intersection. Crosswalks are provided across Elm Street north of Westfield Street and Westfield Street west of Elm Street. No crosswalk is provided across Elm Street immediately south of the intersection. Wheelchair ramps with inverted tactile domes are located at every crosswalk. No pedestrian signals are provided for the intersection.

The eastbound approach of Westfield Street is marked as a single travel lane but vehicles were observed to form two lanes when queued for a red light. A right turn arrow allows right turning vehicles to operate from Westfield Street during the phase for left turns from Elm Street in the northbound direction. Right turns on red are currently permitted from Westfield Street.

Elm Street provides two unmarked travel lanes in the southbound direction. Vehicles were observed to form a third travel lane to turn right onto Westfield Street. An older phasing diagram (date unknown) for the intersection does depict an exclusive right turn lane for this approach, however, no pavement markings or signs currently exist in the vicinity of the intersection. Right turns on red are permitted from the southbound approach of Elm Street. On-street parking is permitted in designated spaces on both sides of Elm Street.

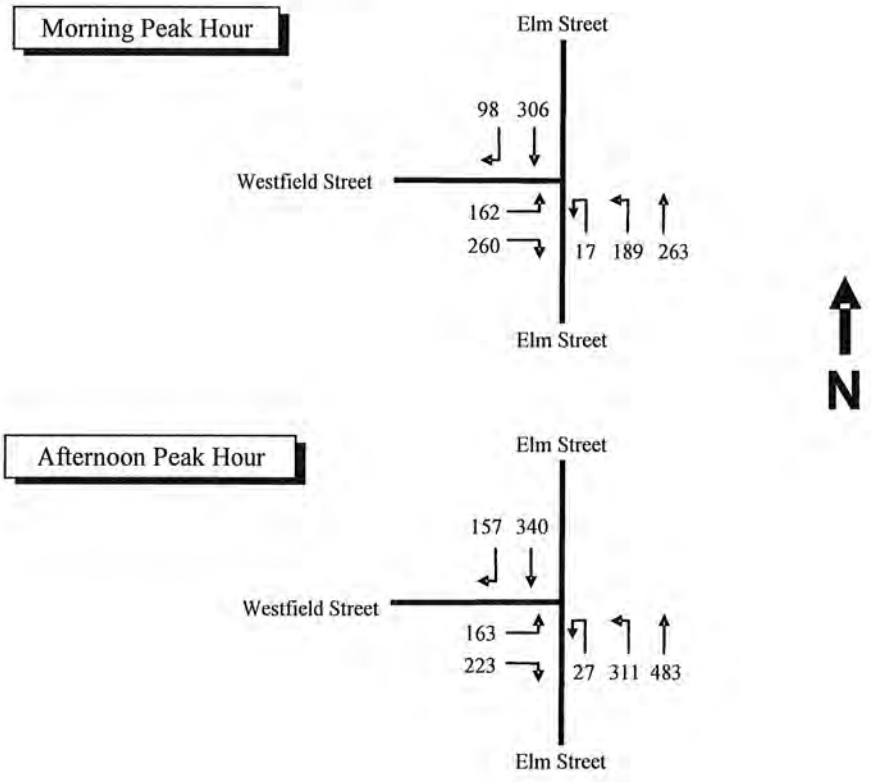
Pioneer Valley Transit Authority (PVTA) bus stops are located on each side of Elm Street and Westfield Street in the vicinity of the intersection. These bus stops are currently served by the Red 10 (Springfield to Westfield) and Purple 20 (Springfield to Holyoke) PVTA routes.

Safety

PVPC reviewed the most recent data available through the Massachusetts Department of Transportation (MassDOT) to determine crash experience at this intersection. MassDOT data identified a total of 12 crashes from 2011 – 2013. On closer inspection, three of these crashes were determined to not have occurred in the immediate vicinity of the intersection. Three crashes were angle collisions, three were side-swipes, two involved a vehicle striking a pedestrian, and one was a rear-end collision. Both pedestrian crashes resulted in a non fatal injury to the pedestrian. One occurred in February 2011 during the early evening as a result of a vehicle backing into a pedestrian. The second occurred in March 2012 during daylight hours when a vehicle travelling northbound on Elm Street struck a pedestrian.

Traffic Volume

Turning movement counts were conducted at the intersection by PVPC on May 10, 2016 from 7:00 AM to 9:00 AM and from 2:00 PM to 6:00 PM. The morning peak hour of traffic occurred between 8:00 AM and 9:00 AM and the evening peak hour of traffic occurred between 4:15 PM and 5:15 PM. Traffic volumes were observed to be relatively high with some congestion. A summary of the peak hours of traffic are provided below. A complete copy of the turning movement count is attached to this letter.



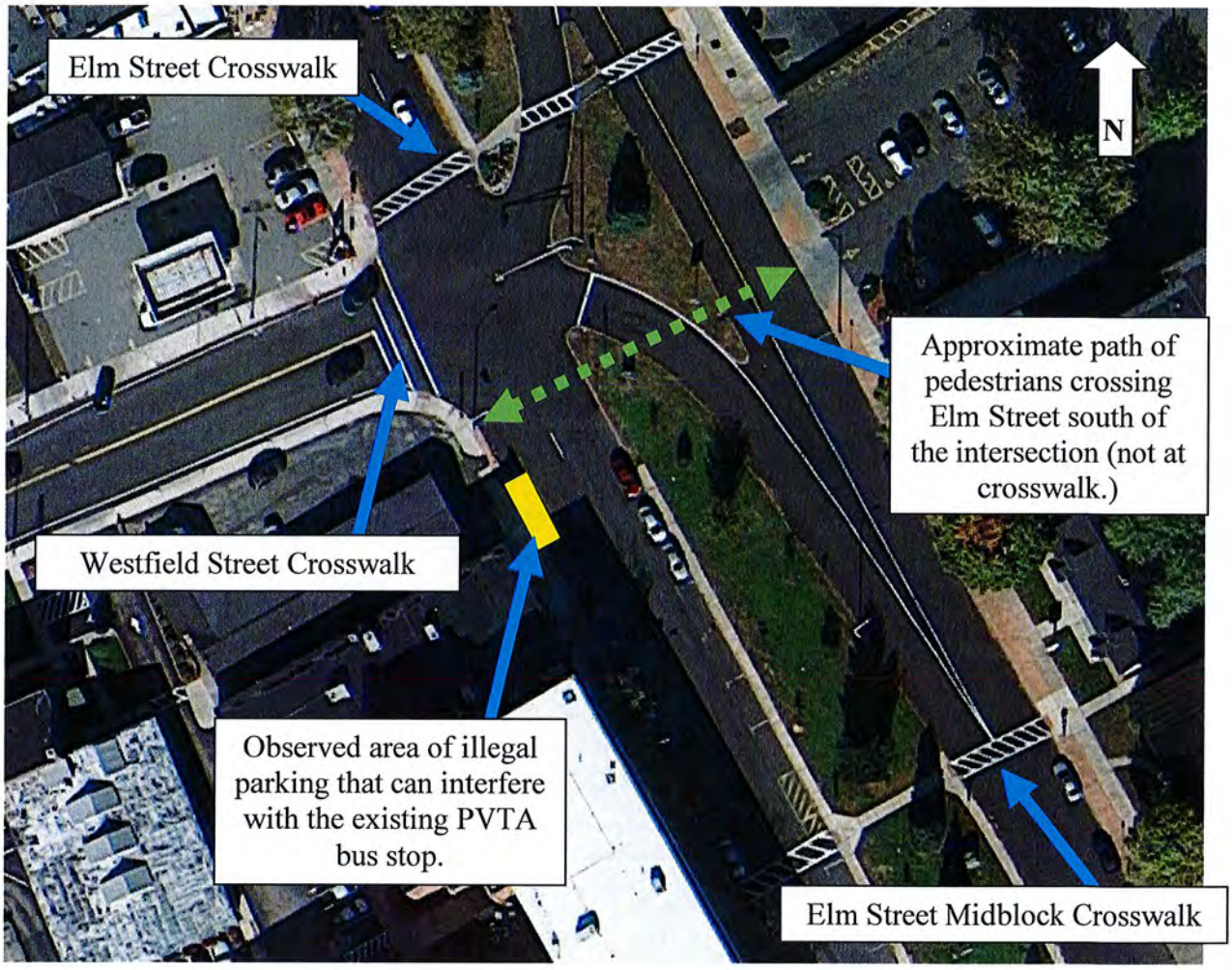
In addition to vehicular traffic, PVPC also recorded the level of pedestrian traffic in the vicinity of the intersection and at the mid-block crosswalk across Elm Street in the vicinity of the United Bank. This information is summarized in the following table.

Pedestrian Count AM Period	Elm Street Midblock Crosswalk Both Directions	Elm Street at Intersection from East to West	Elm Street at Intersection from West to East	Total Elm Street Pedestrians Intersection	Westfield Street at Intersection from North to South	Westfield Street at Intersection from South to North	Total Westfield Street Pedestrians
7:00	0	0	0	**0**	0	0	**0**
7:15	1	0	0	**0**	2	0	**2**
7:30	0	1	1	**2**	0	1	**1**
7:45	3	0	2	**2**	0	0	**0**
8:00	0	0	0	**0**	2	1	**3**
8:15	1	0	0	**0**	1	0	**1**
8:30	0	1	3	**4**	0	0	**0**
8:45	4	0	2	**2**	0	1	**1**
AM Total	**9**	**2**	**8**	**10**	**5**	**3**	**8**

Pedestrian Count PM Period	Elm Street Midblock Crosswalk Both Directions	Elm Street at Intersection from East to West	Elm Street at Intersection from West to East	Total Elm Street Pedestrians Intersection	Westfield Street at Intersection from North to South	Westfield Street at Intersection from South to North	Total Westfield Street Pedestrians
2:00	2	5	0	**5**	2	1	3
2:15	2	5	4	**9**	2	1	3
2:30	1	0	5	**5**	1	2	3
2:45	2	7	2	**9**	1	3	4
3:00	5	3	2	**5**	1	2	3
3:15	2	2	0	**2**	3	0	3
3:30	1	1	0	**1**	4	0	4
3:45	2	4	1	**5**	0	2	2
4:00	1	2	0	**2**	0	2	2
4:15	0	0	1	**1**	0	2	2
4:30	2	0	2	**2**	0	1	1
4:45	5	1	0	**1**	0	0	0
5:00	3	2	0	**2**	0	3	3
5:15	6	1	2	**3**	4	2	6
5:30	4	1	1	**2**	4	0	4
5:45	2	0	0	**0**	1	0	1
PM Total	**40**	**34**	**20**	**54**	**23**	**21**	**44**

Pedestrian activity was observed to be rather low on the day of the data collection. The weather and temperature on May 10th was sunny with temperatures in the upper 60s. Pedestrian activity was observed to be higher in the afternoon, particularly in the 2:45 PM – 3:00 PM interval when parents were observed to escort children from the nearby Coburn Elementary School.

A total of four pedestrians were observed to cross Elm Street south of the intersection and not utilize the marked crosswalks. This number rose to 27 during the afternoon hours. These totals are included in the summary table for the total number of pedestrians crossing Elm Street. Pedestrians use the green space on the center median and raised islands as refuge areas as an alternative to waiting for the appropriate traffic signal phase to cross Elm Street or walk 250 feet south of the intersection to the mid-block crosswalk. A figure of the crosswalk layout at the intersection is shown below.



Source: Google Maps

Level of Service

A Level of Service Analysis (LOS) was completed using traffic counts and field timings of the existing traffic signal phases conducted by PVPC staff. The traffic control signal permit dated 10/17/1967 indicated that the intersection was controlled by an actuated and coordinated traffic signal. During a field visit, PVPC staff observed a three phase traffic signal operation that varied from 75 to 100 seconds cycle length. The timings were not consistent with the information on the traffic signal permit. It is unclear if this intersection is currently coordinated with the intersection of Park Street with Elm Street. The LOS analysis is based solely off of the observed field timings which only reflect the operations present at that time of day.

The Town of West Springfield was interested in evaluating the intersection conditions and comparing traffic delays during existing conditions with traffic delays that could be realized as a result of improvements proposed in a concept developed by the West Springfield Engineering Department. These improvements include:

- Realigning and restriping of the existing crosswalk on the northern side of the intersection.
- Installing a "NO RIGHT TURN ON RED" Sign on Elm Street Southbound and Westfield Street Eastbound.
- Eliminating the Right Turn Green Arrow for the Westfield Eastbound approach to eliminate conflict with U-Turns from Elm Street, or eliminate the northbound U-Turn.
- Eliminating the Elm Street mid-block crosswalk currently located 250 feet south of intersection and relocating it on the southern side of the intersection.

Based on analysis results, the intersection of Elm Street with Westfield Street currently operates at level LOS "B" during the morning peak hour and at LOS "C" during the evening peak hour. The following table summarizes the existing levels of service for all three intersection approaches during both AM and PM peak hours.

Existing Level of Service

Approach	Movement	AM Peak Hour		PM Peak Hour	
		Delay *	LOS **	Delay *	LOS **
Elm Street Southbound	Through	20.4	C	22.5	C
	Right	5.1	A	5.5	A
Elm Street Northbound	Left	21.1	C	35.0	D
Westfield Street Eastbound	Left	48.2	D	41.6	D
	Right	4.6	A	4.1	A
Cycle Length: 83					

Source: PVPC * Delay in seconds ** Level of Service

Left turning traffic on the eastbound approach of Westfield Street and left turning traffic on the northbound approach of Elm Street were both calculated to operate at LOS "D" during the evening peak hour. This is considered acceptable for an urban area. The through movement from the southbound approach of Elm Street was calculated to operate at LOS "C". In general, delays were greater during the evening peak hour for Elm Street and less for Westfield Street reflecting the difference in traffic volumes between the two periods.

Proposed Scenario Analysis

The following two scenarios where developed to reflect the desired pedestrian accommodation improvements at this intersection:

Scenario 1: Restrict right turns on red using the existing traffic signal timing plan.
Scenario 2: Restrict right turns on red using an optimized traffic signal timing plan.

A LOS Analysis were conducted for each scenario and traffic delay comparisons are presented in the following tables. Restricting right turns on red resulted in an increase in delay for most intersection approaches. The only movement that experienced a minor improvement were left turns from the eastbound approach of Westfield Street.

Scenario 1

In scenario 1, right turns were restricted on the Elm Street southbound approach and the Westfield Street eastbound approach while continuing to use the existing traffic signal timing plan. The intersection was calculated to operate at level LOS "C" during the morning peak hour and at LOS "D" during the evening peak hour.

"No Turn On Red" Level of Service

Approach	Movement	AM Peak Hour		PM Peak Hour	
		Delay *	LOS **	Delay *	LOS **
Elm Street Southbound	Through	22.1	C	23.8	C
	Right	23.8	C	27.2	C
Elm Street Northbound	Left	39.3	D	65.5	E
Westfield Street Eastbound	Left	45.2	D	41.1	D
	Right	15.2	B	13.6	B
Cycle Length: 83					

Source: PVPC * Delay in seconds ** Level of Service

This scenario resulted in an increase in delay and caused the LOS for left turns from the northbound approach of Elm Street to drop to LOS "E." Delay was calculated to increase for every movement at the intersection indicating that vehicles queues and congestion will be negatively impacted without modification to the existing signal timing.

Scenario 2

Scenario 2 changes the traffic signal timing plan to optimize operations of the intersection during both morning and evening peak hours while also restricting right turns on red from Elm Street and Westfield Street. The intersection was calculated to operate at level LOS "C" during both morning and evening peak hours assuming modifications to the existing traffic signal timing plan.

Optimized "No Turn On Red" Level of Service

Approach	Movement	AM Peak Hour		PM Peak Hour	
		Delay *	LOS **	Delay *	LOS **
Elm Street Southbound	Through	22.0	C	26.1	C
	Right	23.8	C	33.1	C
Elm Street Northbound	Left	38.8	D	43.8	D
Westfield Street Eastbound	Left	48.5	D	43.6	D
	Right	14.5	B	10.6	B
Cycle Length: 76					

Source: PVPC * Delay in seconds ** Level of Service

Scenario 2 results in an improvement to intersection LOS over Scenario 1. While delay remained larger than existing conditions, the overall impact was not as significant as Scenario 1. Further improvements to vehicle detection and lane assignments could result in more efficient intersection operations.

Recommendations

The following recommendations are proposed for the Town of West Springfield to reduce congestion and enhance safety at the intersection of Elm Street with Westfield Street.

- Installation of "No Turn of Red Signs" is recommended for the south bound approach of Elm Street and the eastbound approach of Westfield Street to improve pedestrian safety. This would require the implementation of a new traffic signal timing plan to minimize delay and congestion at the intersection.
- In the long term, it is recommended the traffic signal be upgraded to conform to the current standards of the Manual on Uniform Traffic Control Devices (MUTCD). Pedestrian crossing signals with countdown timers and push button actuation should be included as part of a future upgrade.
- Many pedestrians were observed to cross Elm Street south of the intersection despite the lack of a painted crosswalk. The Town of West Springfield should consider painting a crosswalk in this location to enhance pedestrian safety.
- Based on our limited traffic count, very few people crossed Elm Street at the existing mid-block crosswalk, 250 feet south of the intersection. Removal of this crosswalk does not appear to create a problem, however, pedestrians may continue to cross midblock in this area to reach parked cars and businesses in this area.
- The current level of U-Turns observed from the Elm Street northbound approach do not appear to conflict with right turning traffic from Westfield Street. The Town should consider keeping the existing right turn arrow and installing a sign to alert U-Turn drivers to yield to right turning traffic. A second option would be the installation of a sign to prohibit U-Turns from this approach.
- The Town should examine the existing lane width on Westfield Street to determine if separate left and right turn lanes can be designated for this approach.

- It is recommended that addition pavement markings be considered for left turning traffic off of Westfield Street prior to its merge onto Elm Street. The installation of in-pavement "YIELD" markings would clarify that the through movement on Elm Street has the right of way. The MUTCD recommends a solid row of white triangles to highlight the point at which traffic is expected to yield.
- In the short term, it is recommended that pavement markings on the southbound approach of Elm Street be repainted to clearly identify two travel lanes. The easternmost lane should be designated as a through traffic only lane and the western lane as a shared through/right turn lane. Additional white "gore area" pavement markings are also recommended in the area presently used by right turning vehicles to discourage vehicles from executing a right turn from this area. This will increase safety by reducing the potential for conflicts between vehicles and pedestrians attempting to cross Westfield Street. In the long term, the Town of West Springfield should determine if there is sufficient width and sight distance to paint an exclusive right turn lane on the southbound approach of Elm Street as part of any upgrade to the intersection.
- Vehicles were observed to briefly park illegally in the vicinity of the intersection for pick and drop off activity at the PVTA bus stops. This behavior has a negative impact on traffic flow and should be discouraged. This was most prominent in the vicinity of the bus stop by the Majestic Theater. Vehicles parked illegally in this area force the bus to stop closer to the intersection which restricts traffic flow. The approximate area of this illegal parking has been indicated on the figure on page 4.

The PVPC is pleased to have completed this analysis for the Town of West Springfield as part of the Local Technical Assistance Program. Please feel free to contact me if you have any questions.

Sincerely,

Gary M. Roux
Principal Planner

cc: Timothy Brennan, Executive Director, PVPC
Robert J. Colson, Director of Public Works
James Czach, P.E. Town Engineer

APPENDIX F

CONSULTANT PROPOSALS
(Excerpts from the proposals with Scope of Services and Fees)

Proposal

Planning and Transportation Engineering for the Intersection of Westfield Street and Elm Street and a Section of Elm Street

Submitted to: Town of West Springfield

GPI

Submitted by: Greenman-Pedersen, Inc. (GPI)

January 23, 2017

SECTION 3:

SCOPE OF WORK

The following Scope of Work is anticipated to provide planning and engineering services to reconstruct Elm Street from the intersection with Park Street through and including the intersection of Elm Street at Westfield Street

Task 1: Site Visit/Inventory

Representatives from GPI will meet with local officials to review the existing conditions along the corridor and at the Westfield Street/Elm Street. As part of the visit, the existing traffic controller will be evaluated and assessed to determine the existing operating parameters as well as to identify if any of the existing equipment can be reused. The following additional work is anticipated:

- Inventory and assessment of the existing traffic signal at Westfield Street and Elm Street
- Inventory of wheelchair ramps and sidewalks along the corridor to assess ADA Compliance
- Inventory/Assessment of landscaping and tree condition
- Assessment of drainage and existing utilities
- Photo inventory of corridor
- Identification of bus/transit stops and facilities
- Geometric conditions and lane use

Data Collection

In addition to a physical inventory and assessment of the study area, it will be necessary to obtain updated traffic counts.

The following data is anticipated:

- Peak Hour Turning Movement Counts (TMC) at the following intersections:
  - Elm Street at Westfield Street (Weekday peak hours available from May 2016- recommend Saturday data)
  - Park Street at Elm Street (Data available from 2012 – recommend updated counts)
  - Park Avenue at Union Street (Data available from 2012 – recommend updated counts)
- TMC data will be collected for three (3) peak hours
  - Weekday 7-9 AM
  - Weekday 2-6 PM (School Activity in the area)
  - Saturday 11 AM-2 PM
- 48 – 72 Hour Automatic Traffic Recorder Counts
  - Westfield Street west of Elm Street
  - Elm Street south of Westfield Street
  - Elm Street north of Westfield Street

- Crash Data
  - Most recent 5 year period from West Springfield Police for
    - Elm Street at Westfield Street
    - Elm Street between Westfield Street and Park Street
    - Park Street at Elm Street
    - Park Ave at Union Street

Task 2: Field Survey and Base Plan Development

Topographic field survey will be required for the entire project area. GPI will research available base plans and coordinate with the Town and local utility companies to research all underground and overhead infrastructure and right of way information. Based on the field survey and subsequent research GPI will prepare AutoCAD base plans suitable for the design and construction improvements.

Task 3: Engineering Analysis/Functional Design Report

GPI will evaluate past studies and analysis prepared by the Pioneer Valley Planning Commission (PVPC) as well as develop an independent recommendation for intersection improvements to the Elm Street at Westfield Street intersection. Given the proximity (approximately 750') of the Elm Street at Westfield Street signalized intersection to the newly upgraded signal at Elm Street at Park Street an analysis to determine if providing signal coordination between the two locations is beneficial. At a minimum, with the anticipated reconstruction of Elm Street, conduit and communication cables should be considered between the two locations. As part of the engineering analysis, GPI will develop signal strategies under a coordinated and uncoordinated scenario for the two intersections. The town may also wish to explore the potential need to provide an Adaptive Signal System, if historical data indicates varying or fluctuating traffic levels throughout the day.
Traffic operations through the intersections and along the corridor will be analyzed under the following scenarios:

- 2017 base conditions
- 2027 No-Build Conditions
- 2027 Build Conditions

A review of daily traffic trends and patterns as well as a review of the crash history will also be completed.
The traffic operations and proposed improvements will be documented in a Functional Design Report.

Task 4: Conceptual Design

The engineering analysis will be used to assist GPI's planners, urban designers and traffic engineers to develop up to three (3) conceptual designs for the Elm Street corridor and adjacent intersections. These plans are anticipated to address vehicle traffic operations, on-street parking, pedestrian and bike activity and landscaping and pedestrian scale street furnishings and architecture.

Task 5: Construction Documents

GPI will be available to assist the Town throughout the construction phase of the project. Services may include:

- Attendance at Pre-Construction Meeting
- Response to RFI's during bidding or construction
- Fine Tuning of Traffic Signal Operations
- Final Inspection Services

Full Time Construction Supervision or Resident Engineering services are not anticipated but may be provided if requested by the town. An addendum to the scope of work would be required.

Upon completion of the construction work, GPI will perform a final inspection in the presence of Town Officials and the Town's Traffic Signal Contractor to ensure the signals are operating in accordance with the design plans and specifications.

GPI will also be available to assist the signal contractor with the fine tuning and adjustment of the traffic signals at this time to ensure compliance with the design.

Task 7: Meetings

Public outreach and meetings at the start of the project will be a critical factor in achieving a successful project. As such GPI anticipates a number of public meetings, including:

- Project Kick-Off Meeting
- Design Charrette – 1 (Initial)
- Pioneer Valley Transit Authority (PVTA)
- Design Charrette -2 (Follow Up)
- Design Charrette – 3 (Final)
- Preliminary Design Review with Town
- Public Progress Meeting/Selectmen
- Final Design Review with Town

Section 4

-Fee

SECTION 4:

FEE

The following fee has been estimated to provide the anticipated planning and engineering services:

TASK	HOURS	FEE
1. Site Visit/Inventory	32	$5,680
2. Field Survey/Base Plan Development	108	$10,800
3. Engineering Analysis/Functional Design Report	64	$8,900
4. Conceptual Design	176	$27,400
5. Construction Documents (Preliminary & Final)	640	$83,800
6. Construction Services (Not Full-Time)	100	$16,400
7. Meetings (8)	160	$27,400
Labor Sub-Total	***1,280***	***$180,380***
Expenses (Travel, Printing, Data Collection)		$5,000
TOTAL		***$185,380***

HOWARD STEIN HUDSON

Engineers + Planners

Planning and Transportation Engineering: Westfield Street and Elm Street

Scope of Work and Fee

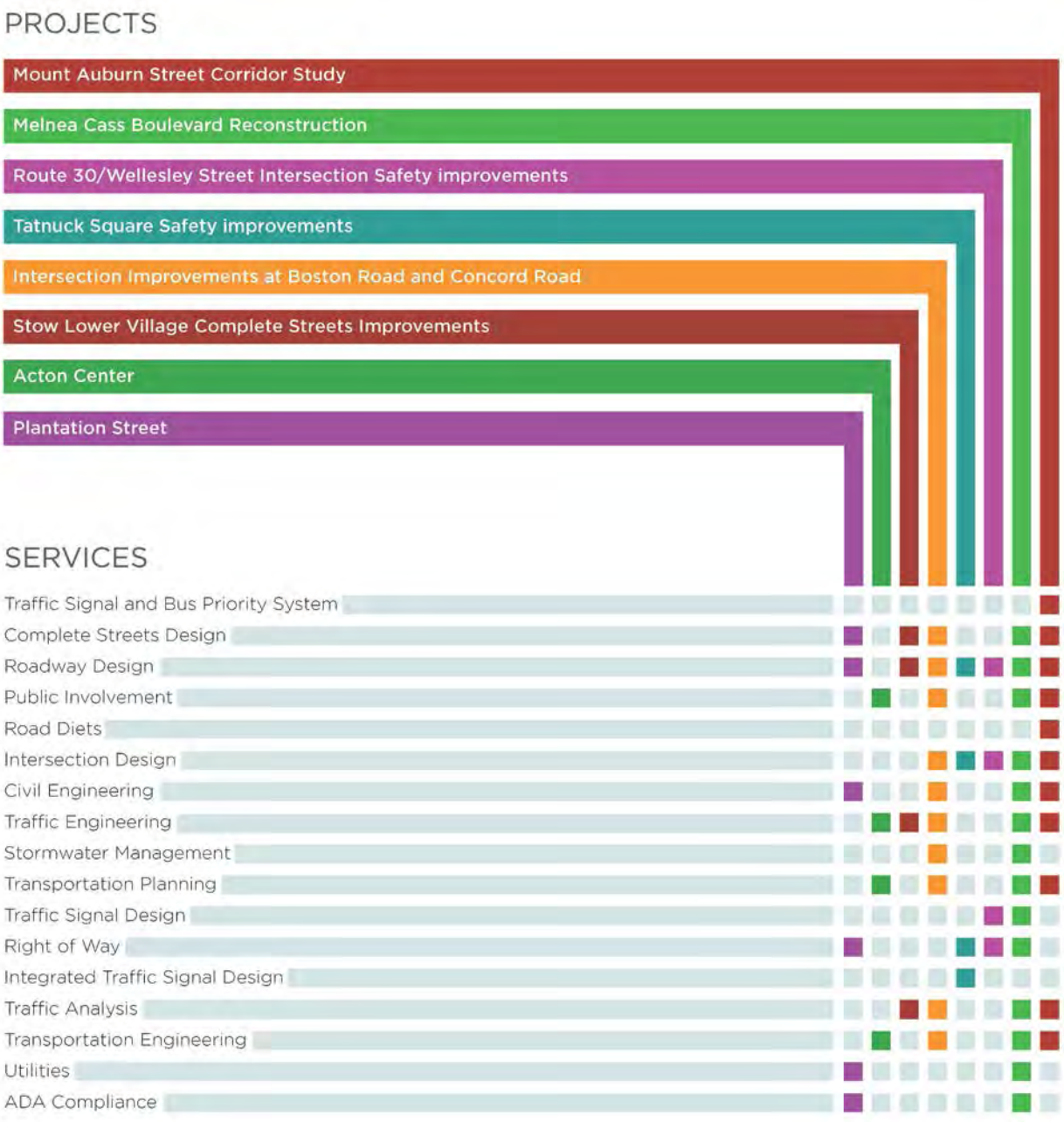
Prepared for

Town of West Springfield, Massachusetts

Prepared by

Howard Stein Hudson

January 23, 2017



Detailed Scope

HSH proposes the following scope of services to be completed under this study. This work would build upon the work that we have already completed as part of the Complete Streets Prioritization Plan.

Task 1. Planning Study and Concept Design

Using the basic traffic data from the recent PVPC study, HSH would develop and analyze up to three concept designs for the intersection of Westfield Street/Elm Street and the Elm Street corridor between Park Street and Westfield Street. We will work with the Town to evaluate the concept alternatives not only based on traffic operations, but also on safety for all modes. We can also use the Pedestrian and Bicycle Level of Comfort (PLOC and BLOC) GIS data and analysis that was developed during the Complete Streets Prioritization Plan to evaluate the concepts for pedestrians and cyclists. In order to set the project up for the MassDOT design process, we also recommend performing a Road Safety Audit for the project. The planning and concept design phase will be documented in a report.

Task 2. Preliminary Design of the Preferred Alternative

HSH will prepare preliminary design documents to MassDOT standards in anticipation of working with the Town to place the long-term design alternative on the TIP. This will include survey, design plans, quantity and construction cost estimate, and Functional Design Report (FDR).

FIELD SURVEY

HSH will hire a subcontractor to complete all necessary roadway survey for this project. HSH works regularly with several survey firms, and we will request price quotes from several of them in order to get a competitive price for the survey and base plans. The survey and base plans will be prepared with all the required elements to meet MassDOT standards. We propose to perform a comprehensive highway survey of the existing right-of-way within the limits of work. The highway survey will include the following: right-of-way research and survey, utilities and utility research, horizontal and vertical control, topographic and detail survey, and base plans.

BASE PLANS, PROFILES, AND TYPICAL SECTIONS

HSH will perform field review of base plan information to:

- Verify the location of existing features, note legends on all warning, regulatory and route marker signs;
- Verify that the plans provide sufficient information regarding existing drainage and sewer systems;
- Verify that the cross sections include existing features such as walls, bridges, hydrants, poles, trees, sills, wells, ledge, layout lines, etc.; and
- Verify that profiles include station equations, cross culverts, bridge structures, sills, high-tension lines, benchmarks, etc.

PRELIMINARY HORIZONTAL GEOMETRY

HSH will develop horizontal geometry based on the proposed cross section, horizontal clearances, the proposed design speed, and functional classification.

PRELIMINARY VERTICAL GEOMETRY

HSH will develop vertical geometry based on the proposed design speed giving consideration to drainage, vertical clearances, construction cost, and the interfacing with the proposed horizontal geometry. We will work to limit the amount of full-depth reconstruction.

PREPARE CROSS SECTIONS

HSH will prepare cross sections to determine the tops and bottoms of slope and evaluate the impacts to resource areas, the need for retaining walls, and determine the limits of work at driveways.

PAVEMENT DESIGN

HSH will prepare a pavement design in accordance with the Guidebook for review by MassDOT. HSH will perform pavement cores, prepare pavement design checklist, determine DBR value, and assemble traffic data.

TYPICAL SECTIONS

HSH will prepare representative typical sections for the roadways. We will label the location of roadway crown line; describe the method of banking, guardrail location (if necessary), pavement structure and material types in accordance with standard nomenclature and materials specifications.

CONSTRUCTION DETAILS

HSH will provide details of key features not satisfactorily described in the Construction and Traffic Standard Details.

PRELIMINARY DRAINAGE AND UTILITY STUDIES

HSH will investigate project impacts on existing surface and closed drainage systems. We will evaluate hydraulics and structural adequacy of existing culverts and will establish preliminary limits of proposed open and closed drainage system improvements and outlet locations. It is expected that we will be required to separate the existing CSO within the project area.

TRAFFIC SIGNALS, LANE ASSIGNMENTS, AND PAVEMENT MARKINGS AND SIGNAGE PLANS

HSH will prepare signal plans depicting signal head type, quantity, and location and will include the sequence and timing chart and preferential phasing diagram. We will assess travel lane configurations at intersections and at weaving and merging sections to establish traffic requirements/capacities.

TRAFFIC MANAGEMENT

HSH will develop a general methodology for constructing the proposed projects to minimize the impact to all facility users and abutters, while at the same time addressing construction costs and constructability. We will prepare preliminary temporary traffic control plans (TTCP). The preparation of these plans will include a preliminary estimate that takes into account the use of State Police for traffic control.

PRELIMINARY CONSTRUCTION ESTIMATE

HSH will prepare a preliminary cost estimate both using MassDOT's Weighted Average Bid Application (WABA) and without prevailing wage values. The estimate will be prepared with a level of detail commensurate with a 25% submittal, but of sufficient detail to satisfy the Client as to realistic potential construction costs for budgeting purposes.

FUNCTIONAL DESIGN REPORT

Many of the tasks conducted during the preliminary design phase for the alternatives analysis can be carried through to the Functional Design Report (FDR). The FDR documents the process for determining the preferred alternative and the parameters for design.

In general, this document must:

- Establish a Purpose and Need;
- Document public and agency outreach;
- Evaluate existing conditions/context;
- Detail traffic volumes;
- Conduct safety analysis;
- Evaluate signal warrants;
- Provide operational analysis for existing conditions;
- Discuss alternatives considered;
- Provide operational analysis for future conditions;
- Propose a preferred alternative;
- Establish a traffic management strategy; and
- Provide conclusions and recommendations.

25% HIGHWAY DESIGN SUBMITTAL:

- Highway Design Plans, including Title Sheet, Legend & Notes, Typical Sections, Key Plan & Boring Locations, Construction Plans, Profiles, Traffic Signal Plans, Pavement Markings and Signage Plans, Landscaping Plans, Utility Plans, Temporary Traffic Control Plans, Cross Sections;
- Functional Design Report;
- Utility Coordination Plans;
- 25% Design Early Environmental Checklist;
- 25% Design Water Quality Data Form;
- Traffic & Safety Engineering Checklist;
- Pavement Checklist & Calculations;
- Specifications;
- Estimate; and
- Calculation Book.

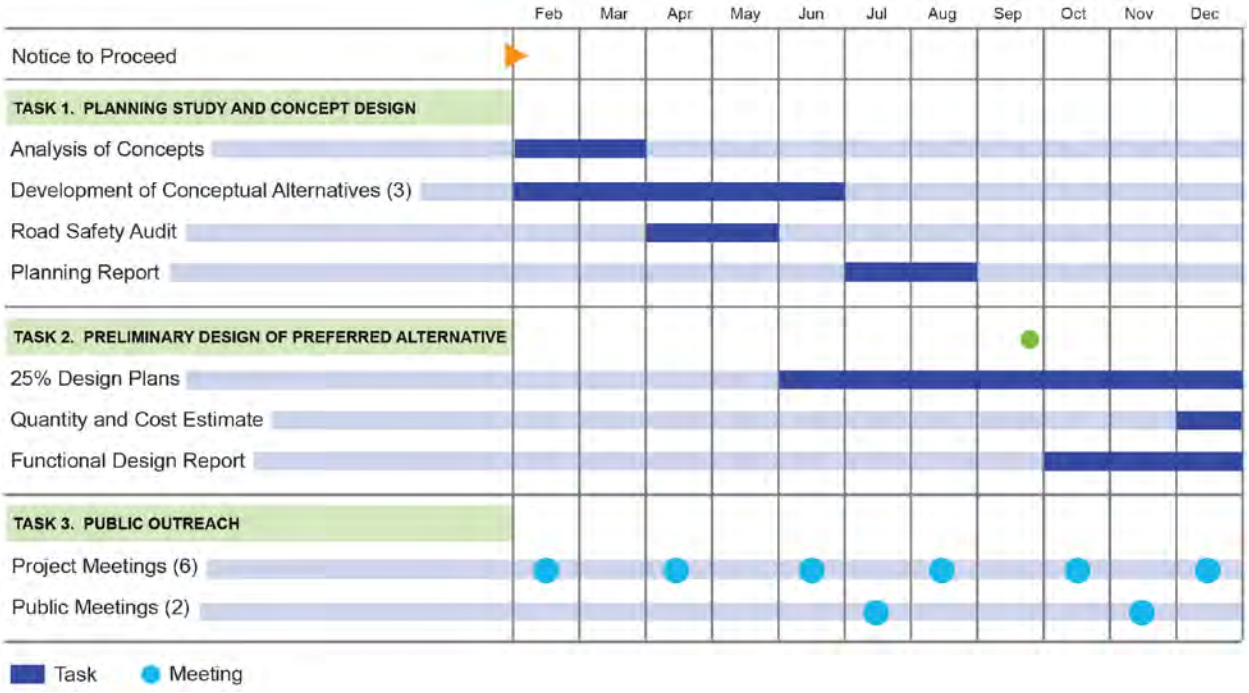
Task 3. Public Outreach

HSH will attend regular meetings with the Town staff throughout the planning and preliminary design phases. We propose that those meetings would take place approximately once every two months throughout these phases of the project, or at appropriate milestones as needed. We have budgeted for up to six meetings over the proposed year-long schedule to complete the planning and preliminary design.

HSH proposes to hold up to two public meetings during the planning and preliminary design phases in order to brief the public on the project's progress.

Schedule

Our proposed schedule is shown in the following graphic.



Fees for Services

Fees will be billed on a Time and Materials basis and in accordance with the attached fee schedule. The fees for labor and direct costs are summarized by task in the table below. The fee estimate is **$199,995**.

Task	Budget
Task 1. Planning Study and Concept Design	$39,235
Task 2. Preliminary Design of Preferred Alternative	$84,800
Task 3. Public Outreach	$20,460
Direct Costs (survey, travel, printing, misc.)	$55,500
Total	**$199,995**

Materials or reimbursable (direct) expenses will be billed at cost plus ten percent. Materials or reimbursable expenses are actual expenditures made by HSH in the interest of the Project and include but are not limited to printing, photocopying, delivery charges, postage, research materials, local transportation, and any other expenses incurred in the interest of the Project. Reimbursable expenses do not include permit filing fees.

Meetings are budgeted as outlined above; additional meetings, if required, will be billed at the hourly rates shown in the attached rate schedule. Additional team and agency meetings generally cost between $400 and $600 per meeting, depending on the duration of each meeting and the staffing required. Additional community meetings range higher at up to $1,000 per meeting depending on the need to provide supporting materials/graphics and the overall length of the meeting and any possible team preparation. All additional meetings will be invoiced on a time and materials basis based solely on hours expended as well as any travel costs.

Should you have any questions or require any additional information, I can be reached by phone at (617) 348-3303 or via email at tstokes@hshassoc.com. Our Principal in Charge, Keri Pyke, P.E., PTOE is available to you at any time should you have any questions or require additional information. She can be reached by phone at (617) 348-3301 and by e-mail at kpyke@hshassoc.com. Our Project Manager, Lou Rabito, P.E., is available by phone at (617) 348-3363 and by email at lrabito@hshassoc.com to provide additional information.

We will commit our staff and resources in ensuring we meet your expectations. Thank you for contacting HSH; we would love to continue working with you to advance Complete Streets projects in the Town of West Springfield.

Sincerely,

Thomas A. Stokes, P.E.
Chief Executive Officer

Hourly Billing Rates thru June 30, 2017, for Howard Stein Hudson

Project Role	Hourly Rate
Principal	**$200 - $300**
Senior Engineer/Planner	**$150 - $225**
Engineer/Planner	**$125 - $175**
Junior Engineer/Planner	**$100 - $150**
Graphics/Production	**$95 - $135**
Co-op/Administrative Assistant	**$70 - $125**

Rates subject to annual adjustment on July 1.

Toole Design Group

2 Oliver Street, Suite 305
Boston, MA 02109
617.619.9910
301.927.2800 fax
www.tooledesign.com

January 19, 2017

James J. Czach, P.E., Town Engineer
Department of Public Works
Town of West Springfield
26 Central Street, Suite 17
West Springfield, MA 01089

Re: Planning and Transportation Engineering for the Intersection of Westfield Street and Elm Street and a Section of Elm Street

Dear Mr. Czach:

Toole Design Group (TDG) is pleased to submit this proposal for transportation planning and engineering services for the intersection of Westfield Street at Elm Street, as well the segment of Elm Street to the intersection with Park Street. Upon review of the request for scope of work and fee, we feel we are uniquely familiar with the expectations of the Massachusetts Gaming Commission in awarding 2017 Transportation Planning Grants.

We are pleased to offer the services of our New England Engineering Director, **Jason DeGray, P.E., PTOE** for this assignment. Jason grew up in the area and has a deep connection to the community. He has significant experience working with the Town of West Springfield and previously served in a lead role assisting the Town in its Surrounding Community negotiations with MGM Springfield, a process which secured significant funds for the Town to offset impacts from the casino project. Jason was also instrumental in the early development of the Memorial Avenue project. Jason will be assisted by a diverse range of professionals with the necessary skills to advance this project, including staff who have direct previous experience working with the Town.

TDG is the nation's leading firm specializing in pedestrian and bicycle transportation, of particular note, given that the study is classified as a high pedestrian crash location, including a recent high profile incident resulting in the tragic death of a crossing guard facilitating safe passage for children to the nearby Coburn School. Included within, you will find our qualifications, scope of work, and fee proposal. We understand award of this scope and fee is contingent upon being selected by the Town as well as the Town being awarded a Transportation Planning Grant by the Massachusetts Gaming Commission.

We would like to thank you for the opportunity to submit this proposal. TDG will commit our staff and resources through the duration of this project. Please contact Jason DeGray at 617.619.9910 x217 or email jdegray@tooledesign.com with future correspondence regarding the selection process. Thank you for your consideration of our team.

Sincerely,

Jennifer L. Toole, AICP, ASLA
President

TDG has developed a scope consistent with the Town's newly adopted Complete Streets Policy (with the purpose of accommodating all roadway users). TDG would recommend initial investment in low cost, highly effective engineering solutions which could be easily advanced and implemented, while identifying additional longer-term opportunities. A review of the initial public feedback to the Town's ongoing Complete Streets Prioritization Plan process reaffirms the need to address the needs of vulnerable users within the Town Center, as comments related to the needs of pedestrians and bicyclists attest.

A key to successful Complete Streets implementation is an understanding of the design details associated with the various modes of transportation, and understanding how the modes interact with each other. TDG has developed full construction documents, including detailed drawings, contract requirements, specifications, special provisions and bid information, for a variety of Complete Streets projects— ranging from curb ramps to bike lanes and shared-use paths. The key aspect of this process is having all documents work together seamlessly. Our understanding of these cohesive details is reflected in our authorship of design guidance ranging from the AASHTO *Guide for the Development of Bicycle Facilities* to the *Boston Complete Streets Design Guidelines*.

PROJECT APPROACH

The Toole Design Group (TDG) Team has formulated a plan to meet the Town's sensitive schedule and budget. The plan outlines tasks to be completed to develop a constructible project for municipal installation or advertisement early in 2018, leading to construction in spring of 2018.

The plan calls for the team to engage the public through an informative outreach process to achieve community support of the proposed design concepts. Concurrently, we will actively collaborate with the West Springfield Department of Public Works (DPW) on the project's progress and direction.

Phase 1: Project Development

The meetings and analyses occur early in the project schedule to facilitate mutual understanding, limber conceptual design and firm project delivery. Substantive communication from the onset will foster an inclusive design process, progressing towards constructed infrastructure that represent the Town's goals and vision for the future.

Kickoff and Outreach Meetings

We will begin the project with a kickoff meeting with key municipal stakeholders to review and confirm the project plan including goals, schedule, resources, communication processes, and priorities. The meeting will align the Town's expectations with the proposed project scope and swift schedule. Immediately following the meeting, the TDG Team will establish a meeting with the Traffic and Safety Committee to confirm regulations and policy. We would meet directly with individual departments or Town Committees as deemed appropriate. In addition to a kickoff meeting up to six additional outreach meetings are included with this scope of work.

Community Meeting 1

TDG proposes Community Meeting 1 to involve a joint meeting with the Town officials, staff and committee members to discuss the vision for the study area. This will be a public meeting to gain personal input and to inform the project development. This meeting will be a session where all voices can be heard and taken into account.

TDG gathering public input on ADA issues and solutions

Develop Baseplan

TDG is pleased to introduce CivilView, Inc. (CVI), our partner to provide land survey and aerial imagery utilizing state of the art drone technology. CVI will conduct a detailed aerial survey using drones to collect detailed orthomosaic coverage of the study area. This image will then be processed for ground control and processed to extract features and generate CAD basemapping all under the oversight of licensed land surveyors. The aerial survey will be augmented with field survey as necessary. CVI will also collect existing underground utility information and investigating street line/property line data and ownership.

The survey tasks outlined below will follow the latest version of the MassDOT Field Survey Guidelines and Baseplan Requirements:

Perform detailed survey: A professional land surveyor will perform detailed survey of the study area including, but not limited to, curb location, back of sidewalk, structures, signal equipment, utility gates and Fcovers and curb ramps and islands. The detailed survey limits will extend 30 feet longitudinally to either side of the back of sidewalk to the extent feasible. The following elevations will be located and collected primarily to assist in the preparation of detailed ADA-compliant grading design: 1) roadway crown, gutter and cross slope grade breaks, 2) top and bottom of curb, 3) back of sidewalk and 4) catch basin rims.

Collect existing underground utility information: In addition to the detailed survey data collection, the surveyor will begin contacting utility owners to collect existing underground utility record information. The locations of existing utilities and their owners, including private utilities will be shown on the baseplan. The TDG Team would appreciate the Town providing a list of utilities and owner contact information to initiate this task. Invert data for utility structures within the study area will be collected.

Investigate street line/property line data: The surveyor will research and provide street/property lines and owner information on all basemaps.

Produce Final Basemaps: The surveyor will combine all of the information above into a final baseplan to support project development.

Collect Data

We propose to collect parking and traffic counts for pedestrians, bicyclists, vehicles, heavy vehicles and transit within the study area. We will utilize weekday count data collected by the PVPC in May of 2016 as the basis for traffic volumes and pedestrian activity, augmented with additional counts conducted by TDG staff identifying transit users, desire lines and validating traffic volumes. The count program will supplement weekday data with Saturday peak period counts (11am-2pm) and continuous Automatic Traffic Recorder Counts (ATR) collecting 24-hour typical weekday and a typical Saturday conditions on both Elm Street and Westfield Street.

TDG will also conduct a comprehensive safety analysis of this high crash location. This will include requesting detailed crash reports from the West Springfield Police Department for incidents within the study area for the most recent five year period. This analysis will result in a collision diagram for the study area identifying trends and hot spots with a focus on pedestrian related incidents.

Develop Sketch Plan Analysis

TDG will conduct a range of analyses to inform preliminary alternatives. Elm Street within the study area has been engineered to promote continuous vehicle flow wherever possible. These conditions promote a satisfactory environment for vehicle operations but may counteract the pedestrian environment and promote vulnerable user safety concerns. TDG will analyze potential cross-section alternatives and identify conflict areas between users to promote key components of the design phase. Traffic capacity analysis will be conducted to evaluate the impacts of alterations which would improve operations

for all roadway users. Discussions will be held with the PVTA regarding transit routes and optimal configurations in this area. Safety analysis will be utilized to identify countermeasures to prevailing safety themes.

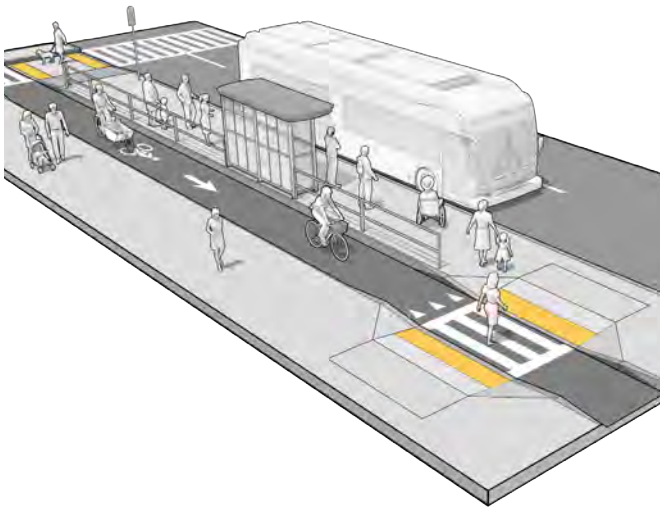
Prepare Technical Memorandum

TDG will prepare a technical memorandum summarizing the results of the project development phase. This will succinctly describe existing conditions for all roadway users, the potential impacts of the MGM Springfield project, and the results of the sketch plan alternatives to inform next step decisions.

PHASE 2: Preliminary Design

Develop Initial Design Concepts

The TDG Team will develop up to three initial design concepts for the study area. At least one of these concepts will focus on short-term, easily implementable elements which would be advanced to final design. Focus will be on improving operations and roadway design for all roadway users included, but not limited to: accessibility, traffic signal operations, pavement markings and signage, bicycle accommodations, pedestrian amenities, on-street parking, streetscape, transit stop locations, public space and civil/ geometric design.



Example of bus stop in the MassDOT bike lane guide

TDG will provide the Town with initial design concepts and a brief technical memorandum listing opportunities, design sensitivities and timeline for the various alternatives.

Community Meeting 2

Community Meeting 2 will allow the team to inform the greater public of the confirmed initial design concepts and project schedule. We will revisit the Town's ongoing Complete Streets Prioritization Plan and tie the Plan's findings to each project location's goals. The team will develop illustrative graphics to convey the concepts.

Prepare Design Scenarios Draft Report

After Community Meeting 2, TDG will prepare a draft report summarizing existing conditions, the various design alternatives, analysis, as well as public input to various design alternatives. The intention of the report will be to serve as a public document summarizing the efforts and establishing a framework towards achieving a vision of the study area. This will be summarized in short-, medium- and long-term recommendations, also identifying potential funding sources. The draft report will be submitted to the Town for comment prior to finalizing.

Deliver Final Report and Town's Preferred Design

After the draft study review, both parties will have clear understanding of the Town's preferred design to reflect priorities. The report will be finalized reflective of Town comments. Upon acceptance of the report, the TDG Team will meet with the Town to review the proposed short-term preferred design allowing for work to begin on the Preliminary (50%) design.

Develop Preliminary Design

Applying the Town's input, TDG will move forward in developing a design package of easily implementable design solutions. This is anticipated to include elements which would not require a major capital project investment to bring to construction (i.e., major curb realignment, roadway grading, significant earthwork or utility improvements). Focus will be paid to pavement marking, signage, transit and pedestrian amenities, signal timings and equipment, and ADA ramp design, amongst others. TDG will prepare contract drawings, preliminary itemized estimate and outline specifications. The team will provide general plans for the study area to show construction, alignment and curb-tie, grading, pedestrian access ramp layout and detailed grading, signs and pavement markings, and traffic signal (where applicable). We will include temporary traffic control details for pedestrian and bike accommodation and safety in the work zone. The outline specifications will contain non-standard items and materials that will require further development for the final design.

The preliminary design task will take approximately four weeks, including Quality Review. The TDG Team proposes to perform a Quality Review at the end of week three. We will have scheduled a two-day review period by a Senior Engineer and an Engineer II with experience in civil construction and contract documents.

After the draft review, TDG will revise the design accordingly, document the revisions and prepare the preliminary design package for review by the Town. The TDG Team will submit up to three hardcopy sets of preliminary design review plans printed in industry-standard sizes approved by the Town, including ANSI B, ARCH B and/or ARCH D. Hardcopies of the preliminary itemized estimate and outline specifications can be produced and provided upon request. One electronic version of the preliminary design review package containing plans, estimate, and specifications will be transmitted to the Town for download.

Review of Preliminary Design

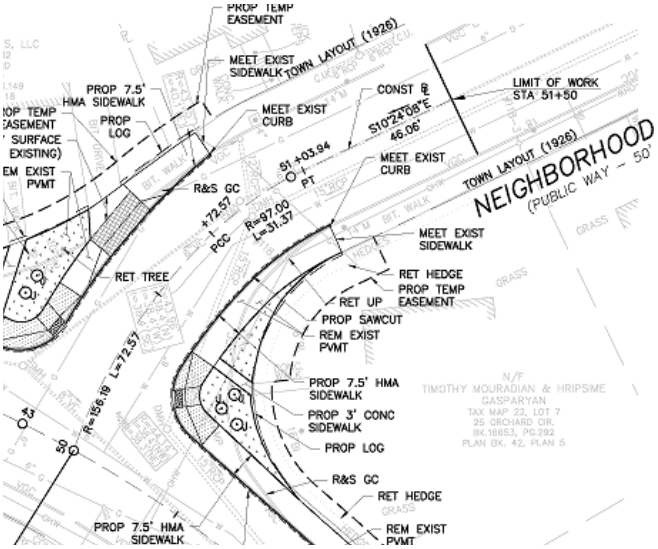
The TDG Team encourages a page-turn style review one week after the Town has had an opportunity to perform a thorough review. After the meeting, we will take one week to revise the plans and provide supporting written documentation confirming the Town's plan revisions have been made. During this time, we propose electronically sending PDFs of the revised plans to the Town with the revisions visually marked.

Phase 3: Final Design

Develop Final Design

We will move forward in developing the final design package, which will include final contract drawings, technical specifications (Division I and II) and a final cost estimate. The TDG Team will update the contract drawings with additional Town paving locations, as applicable, and develop temporary traffic control plans, if required. We will update the outline specifications with technical specifications (Division II) featuring detailed language, including specific descriptions for the following sections: general, measurement and payment.

The final design task will take approximately three weeks, including quality review. TDG proposes to perform a quality review at the end of week two. We will have scheduled a one-day review period by a Senior Engineer and an Engineer II. After the review, we will revise the design as needed, document revisions, and prepare the final design package for submission to DPW. Hardcopies of the final estimate and specifications can be produced and provided upon request. One electronic version of the final design review package containing plans, estimate and specifications will be transmitted to the Town for download.



Example of pedestrian and bicycle improvements

Review of Final Design

We suggest conducting the final design review one week after the Town has had an opportunity to review the design package. The team will take one week to revise the plans, as needed and provide supporting written documentation confirming the Town plan revisions have been made. During this time, we propose electronic submission of PDFs of the revised plans to the Town on a project location basis with the revisions visually marked.

Drawing List

Title Sheet and Index
Legend and Abbreviations
Key Plan
Typical Sections
General Plans
Pedestrian Access Ramp Grading and Layout
Traffic Signal Layout Plans
Traffic Signal Data
Temporary Traffic Control Plans
Temporary Traffic Control Details
Construction Details
Pedestrian Access Ramp and Driveway Details

Note that bidding and construction phase services are not included. If required these services would require an amendment to this scope of work.

5 PROJECT FEE

	Principal-in -Charge $195	Project Manager $160	Senior Engineer $135	Project Engineer $115	Engineer II $90	Intern $55	Hours Subtotal	Fee Subtotal
Phase 1: Project Development								
Meetings		40	8	8	12	2	70	$9,590
Community Meeting 1		8	8		4	4	24	$2,940
Develop Baseplan		2	6	4	10	8	30	$2,930
Sketch Plan Analysis		4	10	8	20	8	50	$5,150
Technical Memorandum	1	4	6	16	6		33	$4,030
Phase 2: Preliminary Design								
Initial Concepts	1	6	8	16	40	8	79	$8,120
Community Meeting 2		8	8		4	4	24	$2,940
Draft Report	1	6	16	20	8	4	55	$6,560
Final Report	1	2	2	6	2		13	$1,660
Preliminary Design	2	40	80	120	160	60	462	$49,090
Phase 3: Final Design								
Final Design	2	24	68	80	120	24	318	$34,730
Total Hours	8	144	220	278	386	122		$127,740
							Survey	*$35,000*
							Printing	*$1,600*
							Travel	*$2,000*
							Police Details	*$5,000*
							Traffic Counts	*$4,500*
							Directs	*$48,100*
							Total	**$175,840**

APPENDIX G

MEPA CERTIFICATE
December 31, 2014
(Excerpts referencing TDM and Bicycle Infrastructure)

The Commonwealth of Massachusetts
Executive Office of Energy and Environmental Affairs
100 Cambridge Street, Suite 900
Boston, MA 02114

Deval L. Patrick
GOVERNOR

Maeve Vallely Bartlett
SECRETARY

Tel: (617) 626-1000
Fax: (617) 626-1181
http://www.mass.gov/envir

December 31, 2014

CERTIFICATE OF THE SECRETARY OF ENERGY AND ENVIRONMENTAL AFFAIRS
ON THE
FINAL ENVIRONMENTAL IMPACT REPORT

PROJECT NAME	: MGM Springfield
PROJECT MUNICIPALITY	: Springfield
PROJECT WATERSHED	: Connecticut River
EEA NUMBER	: 15033
PROJECT PROPONENT	: Blue Tarp Redevelopment LLC
DATE NOTICED IN MONITOR	: November 24, 2014

As Secretary of Energy and Environmental Affairs, I hereby determine that the Final Environmental Impact Report (FEIR) submitted on this project **adequately and properly** complies with the Massachusetts Environmental Policy Act (G. L. c. 30, ss. 61-62I) and with its implementing regulations (301 CMR 11.00).

Project Description

As described in the FEIR, the project consists of a 881,691 gross square foot (sf) mixed-use redevelopment consisting of a casino, a retail and entertainment center, a hotel, apartments, and a daycare center. It is proposed on a 14.5-acre site in downtown Springfield. On November 6, 2014 the Proponent was awarded a Category 1 gaming license pursuant to Chapter 194 of the Acts of 2011: An Act Establishing Expanded Gaming in the Commonwealth and M.G.L. Chapter 23K, Section 19, as amended by Section 16 of the Expanded Gaming Act (the Gaming Act), which authorizes the Massachusetts Gaming Commission (MGC) for Region B of the Commonwealth.[1] As required by the Gaming Act, a Host Community Agreement between the

[1] The Act identifies three regions of the state - Region A (Suffolk, Middlesex, Essex, Norfolk and Worcester counties), Region B (Hampshire, Hampden, Franklin and Berkshire counties) and Region C (Bristol, Plymouth, Nantucket, Dukes and Barnstable counties). This project is located in Region B.

Abutter Site Circulation

The FEIR summarized potential traffic circulation impacts associated with the construction and operation of the MGM Springfield project on three abutters: the Colvest Property, Red Rose Pizzeria, and the Bacon & Wilson Property. Specifically, the discontinuation of Howard Street and Bliss Street will alter existing access patterns to these sites. The FEIR described existing access/egress driveways for each site, proposed changes to access/egress (e.g., changes to allowed turning movements, etc.), and comparative travel distance changes due to modified access and egress points.

I received several comments from abutting property owners immediately adjacent to the project site. As a result of the discontinuation of Howard Street and Bliss Street, as well as the construction of new access and egress points for the project, existing operations (e.g., entry and exit points, delivery or trash pick up access, etc.) at these adjacent sites will be altered. I strongly encourage the Proponent to establish a dialogue with each abutter to clarify potential project-related impacts, proposed mitigation measures, and seek to remedy additional impacts to the extent the Proponent is legally obligated to do so. The Proponent should continue to evaluate design or operational measures to ameliorate project-related impacts to abutting properties, including but not limited to, design treatments to reduce the visual impact of the garage, confirmation of the constructability of the garage from entirely within the Proponent's property, mitigation measures to reduce noise, vibration or emissions associated with the proposed central plant, maintenance of safe pedestrian access, and enhanced communication protocols during the construction period. I note the specific concerns expressed by Colvest/East Columbus, LLC regarding potential conflicts with traffic exiting this property's driveway to the through lane onto Union Street due to the addition of the westbound right-turn only lane and the potential for cut-through traffic exiting the project garage onto Howard Street. The Proponent should specifically review these concerns with respective abutters and the City of Springfield prior to finalizing the project's mitigation plan to determine if there are additional opportunities to mitigate potential impacts.

Bicycle and Pedestrian Infrastructure

The FEIR included graphics and a supporting narrative that described existing bicycle and pedestrian infrastructure within the study area, noting width, condition, signage, ADA-compliance, push buttons, bicycle detection capabilities, etc. The Proponent will implement a series of bicycle and pedestrian infrastructure improvements to enhance existing and future operations and to improve the safety of study area roadways and intersections for pedestrians and bicyclists. The Proponent will install way-finding signage at key entry points within Downtown Springfield and along primary MGM Springfield access/egress corridors to facilitate pedestrian and bicycle use. The project will also enhance bicycle and pedestrian access to the Connecticut River Walk and Bikeway by providing improved railroad crossing signage and striping along the at-grade bikeway access point along West Columbus Avenue (opposite State Street) and adding way-finding signage and improved lighting under the I-91 viaduct at State Street and Union Street. Proposed improvements must be reviewed and approved by the City of Springfield. For

those improvements located on NHS-roadways additional review and approval by MassDOT will be required.

Proposed pedestrian improvements include:

- Installation of updated MUTCD-compliant pedestrian signal equipment (i.e, push buttons and signage, countdown signal housings, audible warning devices (where necessary);
- Modification or retrofitting of accessible wheelchair ramps to achieve compliance with ADA standards (i.e., installing tactile warning devices, providing sufficient ramp openings, and providing adequate ramp slope);
- Reconstruction of sidewalks (widening where possible) and providing additional amenities such as benches, pedestrian-level lighting, landscaping, and other streetscape improvements;
- Upgrades to mid-block crossing locations along the site frontage (i.e., new crosswalks, pedestrian flashing signals, refuge islands, etc.); and
- Modification of the existing pedestrian crossing across East Columbus Avenue north of the intersection with State Street to eliminate pedestrian/vehicle conflicts.

The Proponent should review the comments provided by the City of Springfield regarding proposed pedestrian signal equipment, pedestrian crossing phasing, and sight lines, and modify design plans as necessary to ensure proposed mitigation measures adequately enhance the pedestrian environment in the study area. I strongly encourage the Proponent to implement MassDOT's request to provide highway lighting at each crosswalk at the North End Rotary for consistency with the proposed mitigation at the Memorial Bridge Rotary as a pedestrian safety measure.

Proposed bicycle improvements include:

- Installation of bicycle pavement marking and signage (i.e., bicycle lanes, "sharrows" and "share the road" bicycle signage, bicycle boxes, etc.);
- Provision of secure, covered bicycle racks with storage for up to 28 bicycles within the Armory Square block and near major project entryways (State Street and Union Street);
- Provision of approximately 24 secure, weather-protected, long-term bicycle parking (for employees and residents) spaces at designated locations in the MGM Springfield parking garage;
- Installation of way-finding signage at key entry points within Downtown Springfield and along primary MGM Springfield access/egress corridors; and
- Implementation of a bicycle share program with a total of 16 bicycles for use by MGM employees, patrons and residents. This system will include a U-lock to allow users to secure the bicycle at a destination location without an electronic locking system.

The Proponent should review the comments provided by the City of Springfield regarding bicycle accommodations along the Main Street and Union Street corridors and modify plans as necessary subsequent to consultation with the City to maximize safe bicycle accessibility in the study area. It is unclear in the FEIR how the proposed number of bicycle parking spaces was determined. Given the bicycle mode share goals for the project (notably 4 percent of casino employee trips by bicycle), it appears that additional bicycle parking may be warranted. The Proponent should reevaluate the volume of proposed secure bicycle parking spaces in the final design.

The FEIR provided additional details and graphics depicting proposed pedestrian connections and circulation routes through the MGM Springfield site itself. The FEIR described interior pedestrian connections to the casino/hotel block and Armory Square from the MGM Springfield parking garage, access to the casino/hotel block from adjoining streets and Armory Square, and Armory Square to the casino/hotel block, parking garage, and the Union Street and Main Street sidewalk network and Pioneer Valley Transit Authority (PVTA) bus system. The project includes two main casino entries on Main Street, a hotel entry off State Street, and an entry from Armory Plaza. Office, retail, and restaurant facilities facing the surrounding streets will have entry points from both the casino and the street to allow access without entering the casino. A wide pedestrian walkway is proposed to fully encircle the casino floor to allow for internal connections between the casino, garage, retail, restaurants, Armory Square and adjacent streets without requiring access through the casino. Way-finding signage will be provided throughout the project site and within the parking garage, casino/hotel block and Armory Square to direct patrons to major on-site features (e.g., casino entrances, Armory Square, DaVinci Park, parking garage, bicycle parking, bus drop-off/pick-up, etc.), the surrounding street system (including PVTA bus stops and MGM trolley stops), and area attractions (e.g., Basketball Hall of Fame, Connecticut River Park and Bikeway, Union Station, etc.).

The FEIR also discussed exterior pedestrian connections from the MGM Springfield parking garage (which will offer free parking to surrounding area businesses) to the adjacent street system. The FEIR described walking routes to the State Street/Springfield District Courthouse area, Main Street and Red Rose Pizzeria, and Union Street. Each route presented included travel through the casino block to maximize length of time traveling through covered or weather-protected areas. Alternate routes are also provided along the sidewalk network along Main Street, State Street, Bliss Street, and Union Street.

Public Transportation

The project site is easily accessed by existing PVTA bus routes. The FEIR summarized the proposed service changes, to be undertaken by the PVTA as a result of its Comprehensive Service Analysis completed in June 2014, on bus routes most directly serving the project site and Downtown Springfield. Generally, these changes are either anticipated to have minimal impact on service to the project site, or increase trip frequency. For the two routes proposed for discontinuance (Routes 8 and 13), existing or future crosstown bus service is expected to service similar areas, but may require passenger transfers. As noted in the FEIR, the Proponent has no

Springfield parking garage. The Proponent is continuing to work with owners of other public and private parking lots in the area to accommodate any overflow charter bus parking that may occur during events or peak periods. A total of 90 preferential parking spaces, located on the second level of the garage near employee entrances to the casino and Armory Square, will be designated for use by employees and residents participating in carpool or rideshare programs or who use hybrid vehicles. Finally, the Proponent has designated a total of 190 preferred spaces or electric vehicles (EV) spaces, along with approximately 50 charging stations, to be provided along the outside of levels 2, 3 and 4, of the MGM Springfield parking garage near entryways, elevators, and staircases. EV charging stations will also be provided in the valet parking area on the basement level. Signage will be provided directing drivers to EV parking and charging stations.

Transportation Demand Management

The FEIR summarized the components of the TDM program to reduce SOV trips and promote multi-modal transit options by employees and patrons. These measures are listed in the mitigation section of this Certificate.

The Proponent established the following mode share targets, by land use, assuming implementation of the TDM program.

Mode	Casino/Hotel Patrons	Casino/Hotel Employees	Residential	Armory Retail	Armory Office
SOV[a]	85.5%	67.0%	95.0%	95.0%	79.5%
Carpool/Rideshare[a]	N/A[a]	13.0%	0.0%	N/A[a]	15.5%
Public Transit	2.0%	16.0%	4.0%	4.0%	4.0%
Pedestrian/Bicycle	0.5%	4.0%	1.0%	1.0%	1.0%
Taxi	2.0%	-	-	-	-
Charter Bus	10.0%	-	-	-	-

[a] For Casino/Hotel Patron and Armory Retail trips, all vehicle trips were assumed to be double-occupant vehicle trips.

A Transportation Coordinator will be responsible for developing additional TDM measures should the monitoring program identify any unanticipated or unmitigated project-specific impacts. Should the monitoring program identify such impacts, additional improvements will be identified and implemented to mitigate the project-specific impacts.

Monitoring

The project general contractor will prepare a Transportation Monitoring Program (TMP) for review and approval by the City and MassDOT. The TMP is intended to monitor traffic operations, parking occupancy, public transportation utilization, and pedestrian/bicycle use throughout the construction period and for a period of five years following completion of the project. The TMP's intent is to monitor project impacts to ensure consistency with the

Intelligent Transportation System Enhancements (Prior to MGM Springfield Opening, $500,000)
To improve operations and safety along I-91 and I-291, the Proponent has committed to work with MassDOT to deploy variable message signs along I-91 and I-291 to notify motorists of traffic conditions in the Downtown area. These would be used to inform the public of the following:

- Detour routes to follow when a traffic incident, construction, or traffic congestion warrants diversion of vehicles to an alternative route,
- Alternative routes to use during special events to avoid traffic congestion or locate appropriate and convenient parking, and
- Location of available parking in the Downtown area and routes for access.

- The Proponent will work with the PVTA to draft a document that captures all public transportation agreements and commitments on the project, including final details on various components of the proposed transportation mitigation program:

  - Commitment to fund ADA paratransit trips that serve the MGM Springfield site;
  - Provision of trolley/circulator service, at no fare, to be operated by PVTA. The final agreement will clarify the trolley route, stops, and hours of operation;
  - Improvements to bus stops on Main Street, including passenger amenities;
  - Ongoing commitment to maintain bus stops, including snow removal;
  - Working with PVTA and other stakeholders on ways to manage/provide/serve seniors using the current Dial-a-Ride or other alternate means for travel to MGM Springfield;
  - Targeting a transit mode share for employees;
  - Promotion of PVTA passes to MGM employees;
  - Provision of transit information for all users, including prominent placement of information about PVTA service;
  - Implementing onsite PVTA pass and fare sales;
  - Granting preferential shifts to employees who take public transportation, so they can utilize existing service;
  - Committing to regularly review service levels and demand for MGM Springfield with PVTA, and adjust service as necessary;
  - Providing a robust Transportation Demand Management (TDM) program for employees to discourage single occupancy vehicle (SOV) travel and encouraging alternate transportation, including PVTA service; and
  - Completing annual monitoring of transportation usage, with a goal of reaching target mode shares.

- Upon site occupancy, the Proponent will work with the PVTA to assess actual changes to transit demand and identify corresponding mitigation, as warranted.

- Fund and implement a TDM program consisting of the following elements:

- Transit Measures
  - Coordinate with PVTA to periodically review bus service directly serving the site and overall service;
  - Open trolley service for no fare on scheduled service days between the Project site, Union Station, and local attractions; such as: Basketball Hall of Fame and Quadrangle Museum Zone;
  - Promote the use of public transportation and coordinate with PVTA to provide information on the availability of service to employees and patrons;
  - Provide transit schedules and information about program services;
  - Provide improved bus stops with passenger amenities (weather protection, seating, real time information, customer information) near the site;
  - Provide ongoing maintenance of bus stop facilities and amenities installed as part of the Project;
  - Provide preferential shift selection to employees using transit services, and align shifts to the extent possible with PVTA transit service;
  - Provide on-site transit pass sales and offer pre-tax pass sales for employees that enroll in the program;
  - As part of employment application process, ask prospective employees about likely use of public transportation; and
  - Provide a forum for employees to give customer feedback on transit service for Transportation Coordinator to share with PVTA to target improvements in service. Feedback form can be incorporated in company commute website.

- Pedestrian and Bicycle Measures
  - Update and retrofit pedestrian signal equipment at study area intersections surrounding the site and along Main Street between Union Station and the site;
  - Provide striping improvements for bicycle lanes or sharrows along with corresponding bike signs;
  - Provide pedestrian and bicycle wayfinding signage throughout Downtown Springfield on roadways providing direct access to the site. This includes coordinating with retailers, employers, and property managers to distribute bicycle and pedestrian route maps to casino, hotel, and retail patrons, employees, and residents;
  - Provide ADA improvements at wheelchair ramps near the site;
  - Provide enhanced connectivity to the Connecticut River Walk and Bikeway;
  - Provide secure, weather protected, long-term bicycle parking (for employees and residents) at designated locations within the site;
  - Provide bicycle racks for short-term users at several locations on-site;
  - Provide bicycles and equipment for employees;
  - Implement bicycle share program;
  - Provide showers for employees who commute by walking or biking;
  - Include a repair station near the bike cages and/or advertised visits by a local mechanic;

- Provide on-site bicycle education classes such as basic maintenance and repairs, rules of the road and winter cycling;
- Canvas employees to identify potential "bicycle captains" and inexperienced cyclists that would be willing to participate in a Bike Buddy Program;
- Reconstruct sidewalks along streets surrounding the site that are affected by construction activities to improve access;
- Construct mid-block crossing with pedestrian warning device on State Street to service the pedestrian traffic between the Project parking structure and the adjacent courthouse;
- Construct mid-block crossing with raised median island on Union Street to service pedestrian traffic to land uses along southerly side of Union Street; and
- "CommuteFit" and "Workout to Work" incentive programs allow participants to log miles each month walked or bicycled to work. The Proponent will work with NuRide to implement these as part of work wellness program with incentivized participation.

- Parking Measures
  - Provide a reduced valet rate for vehicles with three or more patrons;
  - Provide preferential parking for rideshare, carpool, and hybrid vehicles. Employers, property managers, or the Transportation Coordinator would distribute parking passes or tags provided by MassRIDES to employees and residents participating in recognized rideshare or carpool programs at no cost to the employees or residents. These passes would allow employees and residents to park in reserved spaces dedicated for rideshare and carpool participants that will be strategically located in convenient locations within the parking structure;
  - Provide charging stations for electric vehicles, which will be located near the doorways on each floor of the parking structure;
  - Implement an intelligent parking system to direct drivers to open parking spaces or nearby facilities controlled by the Springfield Parking Authority;
  - Employee parking "buy out" program, which will provide a financial incentive for employees to use alternative modes of transportation; and
  - Promote TDM programs alongside sale and delivery of parking information for employees and visitors. This could include a website and traditional print media such as fliers in garages, posters in parking garage and stairwells.
- Other Measures
  - Appoint a Transportation Coordinator on-site to oversee, implement, monitor, and evaluate TDM measures, employed or funded by the Proponent. Responsibilities include:
    - Posting and distributing announcements;
    - Holding promotional events to encourage ridesharing, using public transit, bicycling, and walking;
    - Monitoring the program and assisting in the evaluation;
    - Providing transit schedules and information about program services;