

***Route 11 – Main Street – Downtown
Pittsfield - Planning Partnership Initiative
DRAFT - Scope of Services - DRAFT***

Introduction & Scope of Work

The Town of Pittsfield (the Town) along with the Maine Department of Transportation (MaineDOT), and Kennebec Valley Council of Governments (KVCOG) are undertaking a feasibility study to identify ways to improve safety, accessibility, and mobility on and adjacent to Main Street / Route 11 for all transportation users. While this study will evaluate safety improvements, no comprehensive traffic modeling or intersection alternative analysis is anticipated. Specifically, this study will:

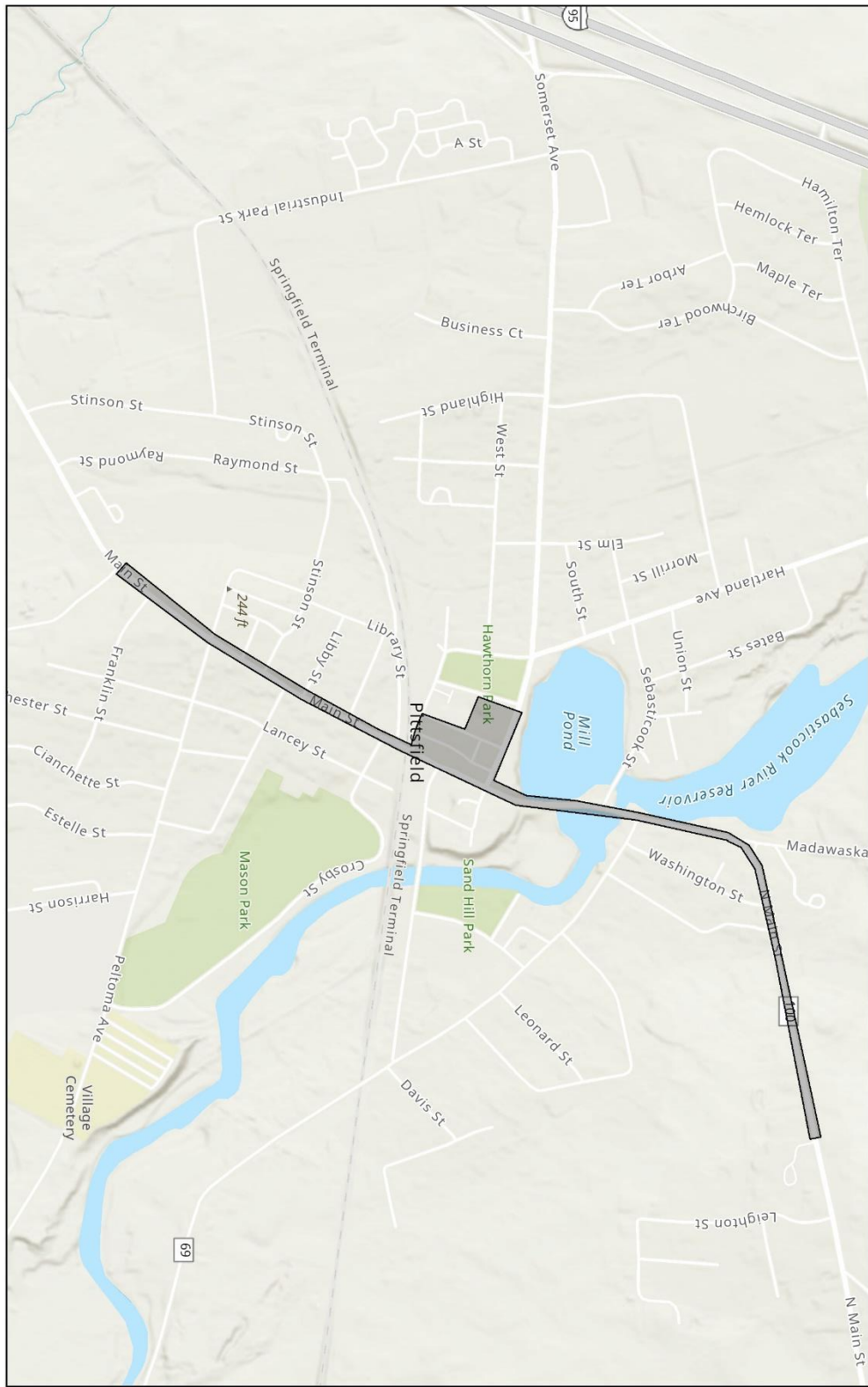
- (1) Identify safety and mobility improvements for all existing and reasonably foreseeable future transportation system users on the transportation system within the study area;
- (2) Assess traffic calming along Main Street / Route 11;
- (3) Evaluate expanded pedestrian connectivity beyond the downtown to Maine Central Institute and business / services along Route 11 towards the hospital at Leighton Street;
- (4) Identify bicycle and pedestrian deficiencies within the study area and recommend improvements;
- (5) Assess any needed utility and drainage improvements; and
- (6) Address the aesthetics and compliment the traditional historic look, feel and character of the village center of Pittsfield.

This study will identify transportation improvements that reduce congestion, improve pedestrian and traffic safety, compliment long-range land use planning goals, and align with economic goals for Pittsfield. This study will not only consider roadway safety and mobility issues, but also improvements to active transportation. Other important factors include in-fill development and potential future mixed-use land use programs with higher residential density in the downtown. It will also consider the alternatives that complement the look feel and character of the historic village of downtown Pittsfield and supporting accessibility for all modalities.

Study Area

The study area extends on Main Street / Route 11, starting at the junction of Route 11 and Leighton Street and extending over the rail line terminating 475' south of McCarty Street.

Pittsfield PPI General Project Area



8/2/2022
World Hillshade

0 0.1 0.2 0.3 0.4 mi
0 0.15 0.3 0.6 km
1:17,500
North Arrow
Esri, Community Maps Contributors, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/INASA, USGS, EPA, NPS, US Census Bureau, MaineDOT

Task 1 – Project Kick-Off Meeting

The consultant team will meet with the study team including representatives from the Town of Pittsfield, KVCOG, and MaineDOT under a collaborative planning process as follows:

- Identify and understand local issues
- Identify and understand relevant state and federal regulatory requirements
- Finalize scope of work
- Identify previous related study efforts and available data
- Identify traffic data that will need to be collected
- Identify baseline environmental data that will need to be collected
- Identify existing and future Active Transportation uses and concerns
- Prepare preliminary study purpose and need

Deliverables: Meeting agendas, minutes, presentation materials at all study team and public or elected official meetings.

Task 2 – Review Available Data

The consultant team will review available information provided by the Town, KVCOG, MaineDOT, and other partners. These will include, but not be limited to, the following:

- Most recent Pittsfield Comprehensive Plan
- Pittsfield Zoning and Land Use Ordinances
- Recent MaineDOT traffic counts, including counts at least at the signalized intersection of Route 11 / Main Street and Route 152 / Somerset Avenue.
- Available land use and economic development information that could affect transportation in the study area provided by the Town
- Available Crash History Data and Information
- Other relevant reports, studies, and policies
- Collect additional traffic data as required

Deliverables: Summary of available data and documentation of site conditions as needed.

Task 3 – Assessment of Current Conditions

The consultant team will evaluate the existing and recent historic performance of traffic in the study area based on traditional forecasting and growth models. The assessment will include but not be limited to:

- Analysis of current traffic conditions of the study area. The analysis will include traffic patterns, capacity, speeds, and crash experience
- Identification of bicycle and pedestrian deficiencies in the study area.
- Identification of transportation vulnerable users and equity concerns.
- Analysis of existing land-use patterns and potential changes based upon land-use goals and development projections.

- Review analyses with team members and discuss possible recommendations and additional alternatives to be considered.
- Desktop screening of environmental and historical conditions to identify known resources in the study area, such as:
 - Registered historic properties, or eligible properties and historic districts
 - Public Parks and recreation areas
 - Wetlands
 - Endangered species, etc.
- Site-visit and safety audit with multiple partners anticipated to include but not limited to (town manager, public works, economic development director, consultant and MaineDOT, KVCOG planner, local police, representative from the school department, etc.) within study area.
- Sewer, drainage, existing facility assessment:
 - Consultant will conduct site visit(s) as follows:
 - Meet on-site with Town and MaineDOT Staff to review issues and concerns
 - Visibly inspect drainage, sewer, and other existing utilities where possible.

Deliverables: Technical memorandum on existing conditions including the following:

- Identification of concerns and opportunities
- Safety audit summary and results
- Underground utility inspection/ condition analysis including:
 - Engineering opinion of existing condition and remaining useful life of sewer and drainage systems.
 - Assessment to which existing sewer and drainage facilities do / do not meet current applicable state and municipal standards.
 - Narrative and opinion of cost to upgrade sewer and drainage facilities to meet modern standards. Cost opinion can assume upgrades would be part of a larger highway improvement project.
 - Narrative regarding any additional underground utilities that could factor if a significant Main Street highway improvement project moves forward.

Task 4 Assessment of Future Scenarios

The consultant team will evaluate future traffic volume based on traditional growth forecasts and considering known development and land use changes underway and readily available data. No comprehensive traffic modeling or intersection alternative analysis is anticipated. It will include:

- A 2045 forecast of traffic volumes in the study area, based on historical traffic data and available MaineDOT traffic forecasts.
- Evaluation of reasonable alternatives to improve accessibility for all transportation modes to include but not limited to:
 - Safety and speed-limit compliance while supporting economic growth
 - Improved sidewalks
 - Bump outs and curb extensions
 - Crosswalks with or without warning devices and signal timing alternatives
 - Adjusting lane widths
 - Refuge islands
 - Wayfinding and other signage

- Landscaping
- Decorative street lighting
- Speed limit evaluations on approaches as appropriate

Deliverables: Matrix depicting alternatives for the two intersections, parking needs and projections based upon forecasts and trends and a list of other recommendations for the rest of the study area (non-intersection, non-parking) not dependent on intersection movements and parking.

Task 5 Develop Preliminary Recommendations & Public Engagement

Based on the analysis of alternatives determined in Task 4, the consultants will develop recommendations based on the effectiveness of meeting the study area transportation needs. The consultant will develop an effective approach to educate and solicit meaningful feedback from the public. This can include a series of in-person, hybrid or social media outreach. These recommendations may include low-cost improvements, a recommended roadway cross-section section(s) to improve the consistency of the study area corridor for its users, and other roadside or off-road improvement recommendations. MaineDOT assumes a minimum of two public meetings, one of which could be standalone project meetings or portions of town council meetings. Recommendations should include planning level cost estimates and narratives that discuss potential implementation issues and challenges related to local, state, and federal regulations. Recommended conceptual alternatives should be presented in plan, section, and perspectival views.

Task five will consist of the following and is not limited to:

- Develop recommendations for all transportation modes based on effectiveness and viability from a regulatory perspective. Measurements for effectiveness will include benefits to mobility and safety, cost and practicality of implementation, and ability to meet the purpose and need.
- The recommendations will include a discussion of the potential and degree of effort associated with environmental analysis, secondary, cumulative impacts, etc., including anticipated future costs of remaining planning, design and construction phases.
- Develop cost estimates for recommendations (including construction and potential right-of-way costs).
- Develop a recommendation for prioritizing and phasing of implementation.
- Develop a technical memorandum to be included in a final report that contains the analysis of existing and future conditions, alternatives analysis, and recommendations, including a matrix summarizing recommendations along with an appendix of traffic and crash data.
- Develop basic conceptual renderings which will include a collection of plan, section and perspectival views of recommended alternatives at specific places along the corridor.
- Presentation of preliminary recommendations and alternatives at public meetings for feedback and input to develop Draft Report.

Deliverables: Matrix of proposed alternatives, technical memorandum, and concept level renderings. Summary of public feedback and engagement.

Task 6 – Draft Report

The Tasks discussed above will be combined into a draft narrative report documenting the project. At a minimum the report will include an executive summary, narrative of the study process, a description of the various alternatives considered, documentation of the evaluation criteria, and illustrations of conceptual designs (in plan and perspectival view) and cross sections for the preferred alternative. The final report will incorporate all applicable technical memorandums.

Deliverables: Draft Report with detailed cost estimating for any further environmental analysis, preliminary engineering, right-of-way, construction and construction engineering. The report will include the required renderings.

Task 7 – Final Report

The consultant will create a final narrative report documenting the project and includes conceptual plans and renderings, and cost estimates.

Deliverables: Final Report