

February 24, 2025

MPOJC

ATTN: Emily Bothell, Senior Transportation Planner
410 East Washington Street
Iowa City, Iowa 52240

RE: 2025 MPOJC Application for Carbon Reduction Program Funding

Dear Ms. Bothell,

The City of University Heights is pleased to submit an application for CRP funding for the Melrose Avenue Complete Street Project. Please let me know if you have any questions or need any additional information to evaluate the application.

Sincerely,

SHIVE-HATTERY, INC.



Ryan Foley, PE

RMF

Enc.: 2025 CRP Project Application

Copy: Troy Kelsay, City Administrator
Louise From, Mayor



Application for Carbon Reduction Program Funding

for the Iowa City Urbanized Area



Metropolitan Planning Organization of Johnson County
February 2025

Schedule

February 3, 2025	Notice of Funding Opportunity emailed to all jurisdictions.
February 24, 2025	CRP applications due by 5:00 p.m., including all required attachments.
March 4, 2025	Regional Trails and Bicycling Committee (RTBC) meeting to review and discuss projects.
March 2025	Transportation Technical Advisory Committee (TTAC) meeting to review projects and provide a recommendation on funding allocations to the Urbanized Area Policy Board (UAPB).
March/April 2025	UAPB meeting to review projects and approve funding allocations.
May 2025	TTAC and UAPB consider the Draft FY2026-2029 Transportation Improvement Program.
July 2025	Final FY2026-2029 Transportation Improvement Program presented to the UAPB for adoption.

Application Instructions

This application form shall be used to submit a Carbon Reduction Program project proposal.

1. Complete the attached Minority Impact Statement (Form 105101) for the proposed project.
2. All information submitted as part of this application, as well as any additional information requested by the MPOJC, will be used to evaluate the application.
3. Submit a digital copy of the completed application and any attachments by 5:00 p.m. **February 24, 2025** to:

Emily Bothell
410 East Washington Street
Iowa City, Iowa 52240

emily-bothell@iowa-city.org

Questions should be directed to Emily Bothell, Senior Associate Transportation Planner at emily-bothell@iowa-city.org.

The following information must be provided for all Carbon Reduction Program project proposals and will be provided to the MPOJC Transportation Technical Advisory Committee (TTAC) and Urbanized Area Policy Board for evaluation. MPOJC staff may contact you if additional information is required. You will have the opportunity to explain the project at a meeting of the MPOJC TTAC. MPOJC staff will score the projects; the TTAC may modify scores.

PROJECT SPONSOR INFORMATIONProject Sponsor: City of University HeightsContact Person (Name and Title): Troy Kelsay, City AdministratorStreet Address: 1302 Melrose AvenueCity: University Heights State: IA ZIP Code: 52246Phone Number: 319-337-6900 Email Address: city-administrator@university-heights.orgUnique Entity Identifier (UEI): UEI: UHZ8PB4XNLA3 Fed ID # 421109342

(To verify existing UEI or to register, go to System for Award Management at <https://SAM.gov>. The entity name associated with the UEI must match the entity listed on this application as the project sponsor.)

Metropolitan Planning Organization (MPO): Johnson County

If more than one Agency or Organization is involved in this project, please state the agency or organization, contact person, mailing address, and telephone number of the second agency. (Attach an additional page if more than two agencies are involved.)

Agency or Organization: N/A

Contact Person (Name and Title): _____

Street Address: _____

City: _____ State: _____ ZIP Code: _____

Phone Number: _____ Email Address: _____

Unique Entity Identifier (UEI): _____

PROJECT INFORMATIONProject Title: Melrose Avenue Complete Streets Project

Project Description: (Provide summary details of only the project scope that is the subject of the funding request. Do not provide details of completed or future phases of a larger project.)

Modify the existing Melrose Avenue corridor from Sunset Street to the east city limit to create a complete street facility that extends on-street bike lanes from Iowa City, re-aligns the north and south legs of the intersection with Koser / Golfview Avenue to improve safety in the area, improves crosswalks, adds additional roadway/pedestrian lighting, install new traffic signals and pedestrian buttons to current design standards.

If this project includes the construction of a trail, what is the length of the trail in miles? _____

If this project includes land acquisition, how many acres? 0.21 Acres

What Federal Fiscal Year will this project need funding for?

- 2026
- 2027
- 2028
- 2029
- 2030

Is this application intended to be considered for funding as a Safe Routes to School (SRTS) project?

Yes No *If yes, Attachment B of this application must be included with the application. The project must be located within 2 miles of a school serving students K-12.*

Upon completion, will the project be open to the public?

Yes No

Do you intend to charge a fee to users?

Yes No *If yes, how much will the fee be and how will the revenue be used? _____*

ESTIMATED PROJECT COSTS, FUNDING GAP, AND MATCHING FUNDS

Project Costs: Complete the table below by identifying the estimated project costs. Costs should reflect estimated costs in the execution year when funds are anticipated to be programmed and the project is ready to proceed. COLUMN 1 is the total project cost to the project sponsor and will include all costs whether CRP reimbursement is intended or the costs will be paid entirely with local or other funds. Most project sponsors do not intend to request reimbursement toward all project costs. The amount listed in COLUMN 1 for each type of cost should also be placed in either COLUMN 2 or COLUMN 3. The costs listed in COLUMN 2 are those that are not intended to be claimed for CRP reimbursement. Costs listed in COLUMN 3 are costs the project sponsor does intend to claim for reimbursement. No row should have costs in all three columns and the total of COLUMN 2 plus the total of COLUMN 3 should equal the total of COLUMN 1.

	COLUMN 1 Total Estimated Project Cost to Project Sponsor	COLUMN 2 No CRP Reimbursement Planned	COLUMN 3 Intend to Claim CRP Reimbursement
Right-of-way Acquisition:	\$ 100,000	\$ 100,000	\$ 0
Preliminary Design/Engineering:	\$ 225,000	\$ 225,000	\$ 0
Construction:	\$ 2,540,000	\$ 550,000	\$ 1,990,000
Construction Engineering:	\$ 330,000	\$ 330,000	\$ 0
Other (Bury Overhead Electrical) :	\$ 150,000	\$ 150,000	\$ 0
Other (please identify) :	\$	\$	\$
Total:	\$ 3,345,000	\$ 1,355,000	\$ 1,990,000

LINE A: Total to be Claimed for Reimbursement (*Total COLUMN 3*) \$ **1,990,000**

LINE B: Carbon Reduction Program Funding Request (*Maximum 80% of Total COLUMN 3*) \$ **1,175,000 (59.1%)**

LINE C: Required Local Match (*Difference LINE A – LINE B; Minimum 20% of Total COLUMN 3*) \$ **815,000 (40.9%)**

LINE D: Total Cost to Project Sponsor* (*LINE C + Total COLUMN 2*) \$ **2,170,000**

* *The Project Sponsor is also responsible for all cost overruns*

Funding Gap: After completing the Matching Funds section below, return to this section to show your calculation of the existing funding gap that exists on your project.

LINE E: Total **SECURED** matching funds (*Sum of all match sources listed as secured below*) \$ **955,000**

LINE F: Existing funding gap (*Difference LINE D – LINE E*) \$ **1,215,000**

Matching Funds: Please list each funding source separately (including your own local funds secured for the project) and provide all of the following information:

- **Amount:** List the funding amount secured or anticipated from each funding source.
- **Source:** Identify the funding source.
- **Funds are secured or anticipated:** A grant amount that has been confirmed by a funder in writing is a *secured* funding source. In identifying the applicant's own contribution, the amount must be identified as a line item in an internal budget document or some other documentation must be able to be provided for the funding to be considered *secured* versus *anticipated*. Identifying funds under the presumption that a board or council will commit a certain amount through a future action would be considered an *anticipated* funding source. If you intend to apply for or have not yet received written confirmation of an award, these are considered *anticipated*. **Only funding sources marked as secured should be included when calculating the total matching funds identified in LINE E above.** All funding sources listed as *secured* will be required to provide proof that the award has been made or funds have otherwise been secured for your project. If you check *secured* and do not provide documentation, adjustments will be made to accurately

reflect only *secured* and documented funding sources in scoring your application.

- **Funding type:** Identify if funds are from a federal, state, local, or private source.
- **Intended use of these funds:** In many cases, the intended use will be the same as this application; however, if the funds are for a particular item (e.g. benches, trailhead only, etc.) then indicate the funder's intent.
- **Conditions on the use of funds:** If the funder has any conditions on the funding, please list these. A common condition may be a date funds need to be spent by or a date the project must be completed by.

Amount:	\$730,000	Source:	FFY 2022 Surface Transportation Block Grant (STBG)
Funds are: Secured	<input checked="" type="checkbox"/>	Anticipated:	
		Funds are: Federal:	<input checked="" type="checkbox"/>
		State:	<input type="checkbox"/>
		Local:	<input type="checkbox"/>
		Private:	<input type="checkbox"/>
Intended use of these funds:	To create a complete street facility, improve crosswalks, install lighting, storm sewer, and geometric improvements to the roadway.		
Conditions on the use of funds:	Melrose Avenue Complete Streets Improvements Project		

Amount:	\$225,000	Source:	Approved Contract Resolution No. 24-04
Funds are: Secured	<input checked="" type="checkbox"/>	Anticipated:	
		Funds are: Federal:	
		State:	
		Local:	<input checked="" type="checkbox"/>
		Private:	
Intended use of these funds:	Engineering Design and Bidding		
Conditions on the use of funds:	None		

Amount:	\$1,215,000	Source:	Various Local Tax Revenues and future City Bond
Funds are: Secured		Anticipated:	<input checked="" type="checkbox"/>
		Funds are: Federal:	
		State:	
		Local:	<input checked="" type="checkbox"/>
		Private:	<input type="checkbox"/>
Intended use of these funds:	Property Acquisition, Utility Relocation, Construction Engineering, & Construction		
Conditions on the use of funds:	None		

Amount:		Source:	
Funds are: Secured		Anticipated:	<input type="checkbox"/>
		Funds are: Federal:	<input type="checkbox"/>
		State:	
		Local:	
		Private:	
Intended use of these funds:			
Conditions on the use of funds:			

Amount:		Source:	
Funds are: Secured		Anticipated:	
		Funds are: Federal:	
		State:	
		Local:	
		Private:	
Intended use of these funds:			
Conditions on the use of funds:			

Amount:		Source:	
Funds are: Secured		Anticipated:	
		Funds are: Federal:	<input type="checkbox"/>
		State:	
		Local:	
		Private:	
Intended use of these funds:			
Conditions on the use of funds:			

Amount:		Source:	
Funds are: Secured		Anticipated:	
		Funds are: Federal:	
		State:	
		Local:	
		Private:	
Intended use of these funds:			
Conditions on the use of funds:			

Amount:		Source:	
Funds are: Secured		Anticipated:	
		Funds are: Federal:	
		State:	
		Local:	
		Private:	<input type="checkbox"/>
Intended use of these funds:			
Conditions on the use of funds:			

Estimated Project Development Schedule

Please provide a timeline of your project milestones below. For a construction project (or as applicable), estimated dates should be identified for major milestones such as: submittal of a concept statement, anticipated NEPA clearance, initiation of preliminary design, acquisition of right-of-way, completion of final design, planned project letting date, start of construction, estimated construction completion date, completion of a final construction audit, and when final closure of the project is expected. Add any additional milestones as appropriate for your project. Upon award and execution of a project funding agreement, projects that fail to make satisfactory progress may be terminated by Iowa DOT.

DATE	PROJECT MILESTONE
04/01/2024	Concept Statement Approved
06/18/2024	SHPO Concurrence Letter
10/02/2024	Preliminary Design
Summer 2025	Acquisition of Right-of-Way and Easements
Fall/Winter 2025	Utility Relocation
09/16/2025	Final Plans
12/16/2025	Project Letting
05/01/2026	Start Construction
10/01/2027	Complete Construction
01/01/2028	Complete Audit
03/01/2028	Closure of Project

Has any part of this project been started? Yes No

If yes, please explain:

Concept Statement has been submitted to the DOT. Preliminary design has been started and review of design options with the City has been completed. The anticipated cost opinion was updated in October of 2024 with preliminary design review and that updated cost opinion is being utilized with this grant application. Initial coordination/notification of electric, gas and public utilities has occurred.

Next steps include right-of-way acquisition and utility relocation coordination.



City of University Heights – 2025 CRP Funding Application

Melrose Avenue Complete Street Improvements

Project Documentation

B: NARRATIVE

Existing Conditions

The east end of Melrose Avenue (from the Koser/Golfview intersection to the bridge over the Iowa Interstate Railroad) consists of two travel lanes, one turning lane, and on-street parallel parking on the north side of the street in front of several commercial sites. Melrose Avenue in Iowa City to the east includes marked on-street bike lanes that cross over the railroad bridge and abruptly end within the roadway in University Heights.

The section of Melrose Avenue from Koser Avenue to Sunset Street consists of two travel lanes, a left turn lane at each intersection, and a delineated on-street parking lane along the south side of Melrose Avenue.

There is an 8-foot-wide sidewalk on the north side of Melrose Avenue, and a 4-foot walk on the south side. The 2023 ADT for this section of Melrose Avenue is 12,900 vehicles per day.

Project Description

The proposed improvements include both roadway widening and reconstruction of the Koser/Golfview Avenue intersection and pavement marking modifications (within the existing roadway width) to extend the existing on-street bike lanes in Iowa City from the east city limit of University Heights to the Sunset Street intersection.

The Koser Avenue and Golfview Avenue intersection with Melrose Avenue is proposed to be modified to eliminate a 1-way northbound slip-lane onto Golfview Avenue, revise the parking lot layout for the commercial property on the northeast corner of the intersection, and shift the intersection to improve the geometry of the north and south legs to increase driver sight distance and safety. The traffic signals will be replaced with all new signals to bring them into compliance with current design standards and control system specifications to improve the efficiency and safety of the intersection for vehicular and non-motorized users.

The portion of the project between Koser Avenue and Sunset Street will utilize the existing width of the street to eliminate the on-street parking lane and revise the pavement markings to provide a 5-foot on-street bike lane in each direction.

Related work includes vehicular and pedestrian lighting improvements, widening of existing sidewalks in areas of re-construction, retaining walls necessary to provide the road widening and widened sidewalks, as well as reconstruction of crosswalks and curb ramps.

Approximately 0.08 Acres of Right-of-Way Acquisition and 0.13 Acres of Easement Acquisition are anticipated to accommodate the road widening work and to underground existing overhead utilities from George Street to the east city limit.

Public Input, Impact and Need of the Project

The City of University Heights participated in the 2016 Iowa's Living Roadways Community Visioning Program. A steering committee of local residents and stakeholders completed a series of meetings with the community to identify goals, priorities and conceptual plans to improve existing transportation corridors. The top priority for the University Heights visioning committee was corridor improvements to Melrose Avenue to provide a complete streets facility from the east city limit (bridge over the Iowa Interstate Railroad) to Sunset Street.

This portion of Melrose Avenue is a heavily traveled corridor each day for employees, students and visitors to the University of Iowa, the UI Hospitals and Clinics, downtown Iowa City and Iowa Hawkeye sports venues. There is a significant number of bicycle commuters that use this corridor, and the abrupt end to the existing on-street bike lane system diminishes the safety and efficiency of the roadway. This project will extend the on-street bike lane route further west and progress towards University Heights ultimate goal of providing dedicated bike lanes on Melrose Avenue from the east city limit to the west city limit as indicated in the MPOJC Metro Bicycle Master Plan (<https://www.icgov.org/home/showpublisheddocument/248/638104214217300000>) page 55.

Based on information gathered from focus groups, citizen surveys, and discussions with residents during design workshops, a common theme expressed was that the lack of pedestrian and street lighting along this main corridor was not sufficient during night-time use. This is a noticeable issue given the round the clock schedules for those commuting to and from work at nearby hospitals, late night university classes and jobs, and frequent sporting events. Updated pedestrian curb ramps, crosswalks and pedestrian level lighting will encourage and improve the roadway for pedestrians and bicyclists.

Complete Streets, Accessibility, and Safety

The proposed project will implement a complete street design in accordance with Iowa DOT Bicycle and Pedestrian Long Range Plan (<https://iowadot.gov/iowainmotion/files/Complete-Streets-Policy.pdf>) to benefit all roadway users by providing a marked, on street bike lane to separate cyclists and vehicular traffic as well as to help reduce conflicts between bicyclists and pedestrians along the popular Melrose Avenue over width side path. The existing 4-foot sidewalk on the south side of Melrose will also be widened to 8-foot from the Koser intersection to the east city limit to enhance pedestrian comfort on both sides of Melrose Avenue.

The Koser / Golfview Avenue and Melrose Avenue intersection is proposed to be realigned to improve sight distance for drivers on the north and south legs of the intersection. The proposed intersection improvements would also eliminate the westbound right turn slip lane onto Golfview Avenue which will reduce the number of street crossings and conflicts for pedestrians. All reconstructed components of the intersection and sidewalks will be built in compliance with ADA standards and specifications.

The project will eliminate on-street parking along Melrose Avenue to improve travel lane alignments and visibility for all roadway users. A center two-way left turn lane will be striped between Koser Avenue and the east city limit to remove left turning traffic at the Olive Court intersection and the commercial property driveway from the Melrose Avenue thru lanes. The center turn lane is expected to increase efficiency through this section and improve safety by allowing vehicles to queue in dedicated lanes prior to crossing traffic.

Development Process Experience, Maintenance Plan and Project Development

The current project sponsor staff has experience with two previous projects in University Heights that successfully installed wide sidewalks along the north side of Melrose Avenue (04-20-2010 Letting) and the west side of Sunset Street (03-19-2013 Letting). Both projects were successfully administered and delivered in a timely and compliant manner. The city has more staff than during previous projects and utilizes contracted engineering staff to administer design and construction projects and intends to continue to do so for this proposed project.

University Heights budgets for annual maintenance of all pavement markings, street sweeping, panel repairs, and traffic signal maintenance is completed in coordination with City of Iowa City Traffic Division. These maintenance items are standard budget items that are included in the Streets and Sidewalks budget each year. The project design is currently being developed and construction is estimated to begin in 2026, no delays to implementation and completion of the project are currently anticipated.

City of University Heights – 2025 CRP Funding Application

Melrose Avenue Complete Street Improvements

Project Documentation

C / D: MAP / SKETCH PLAN

Refer to attached map and sketch plan with typical cross-section for project location. There are no known environmentally sensitive areas expected to be encountered for this type of project.

E. No digital photographs are submitted with this application.

F: ITEMIZED COSTS

Refer to attached concept opinion of probable project costs.

G: OFFICIAL ENDORSEMENT

Refer to attached University Heights Letter of Endorsement.

H: LETTER OF SUPPORT (SCENIC OR HISTORIC BYWAY BOARD)

Not applicable to this project.

I: SAFE ROUTES TO SCHOOL INFORMATION

Not applicable to this project.

J: LETTER OF CONSENT TO SUBMIT (DOT DISTRICT ENGINEER)

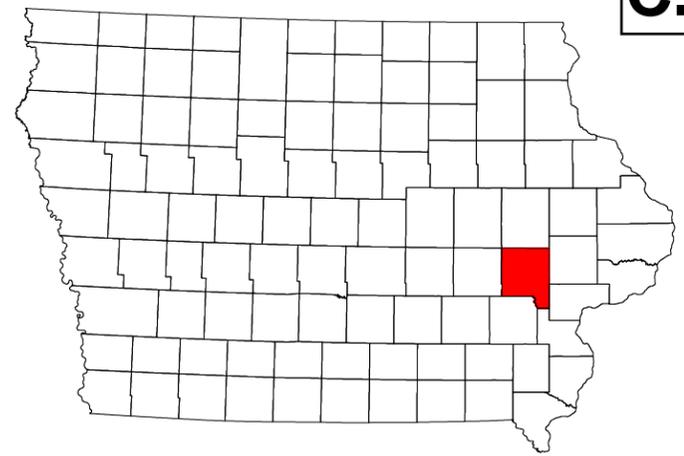
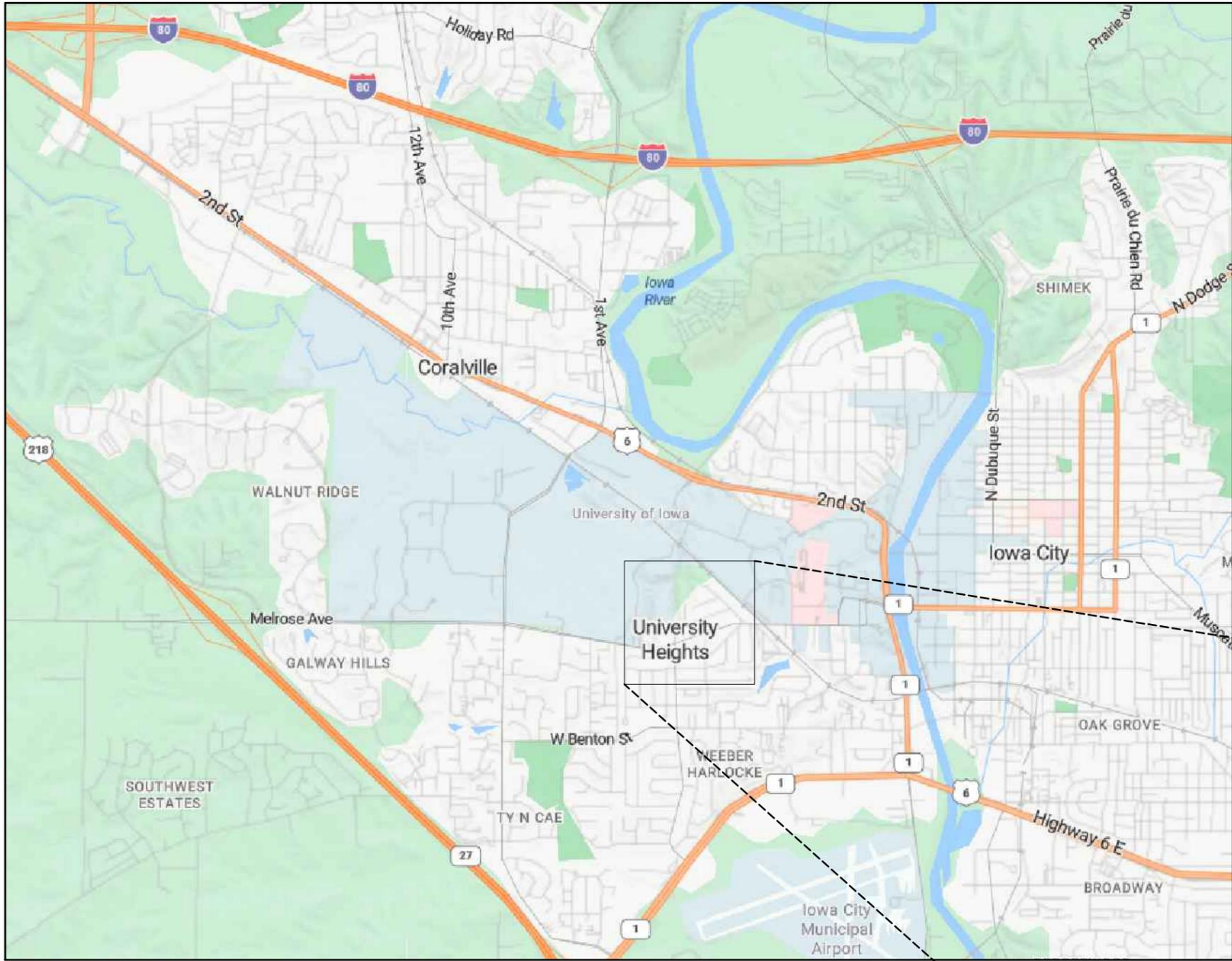
Not applicable to this project, no work occurs in DOT right-of-way.

K. FUNDING SOURCE DOCUMENTATION

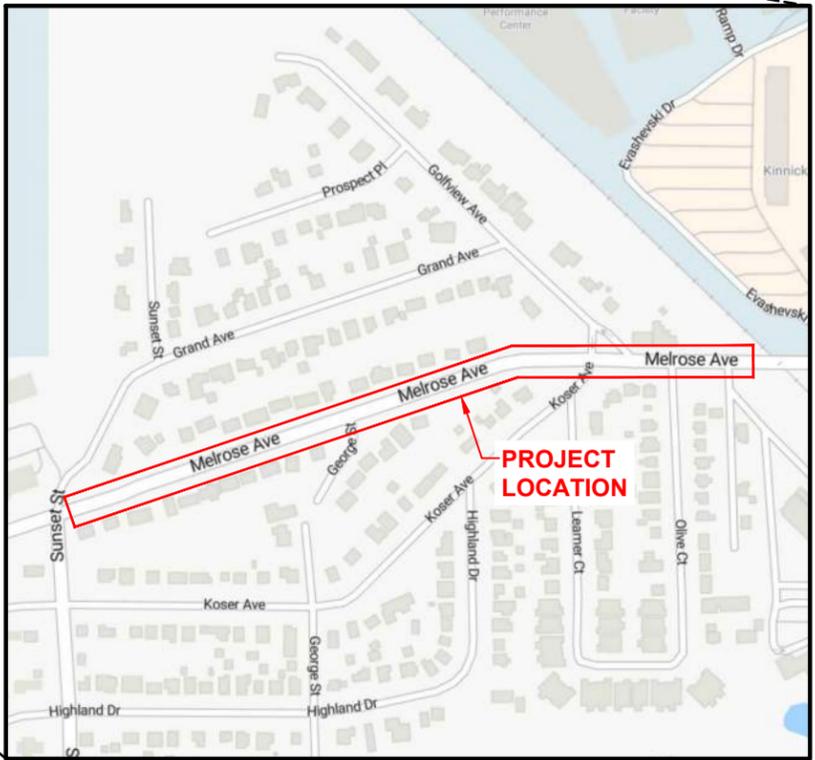
Refer to attached STBG Funding Agreement and Resolution No. 24-04 approving Engineering Design Services.

M. MINORITY IMPACT STATEMENT

The Minority Impact Statement is attached.



JOHNSON COUNTY, IOWA



PROJECT LOCATION

© 2024 SHIVE-HATTERY ARCHITECTURE + ENGINEERING. PROJECT: 2024-005. 02/24/2025 12:15:11 PM

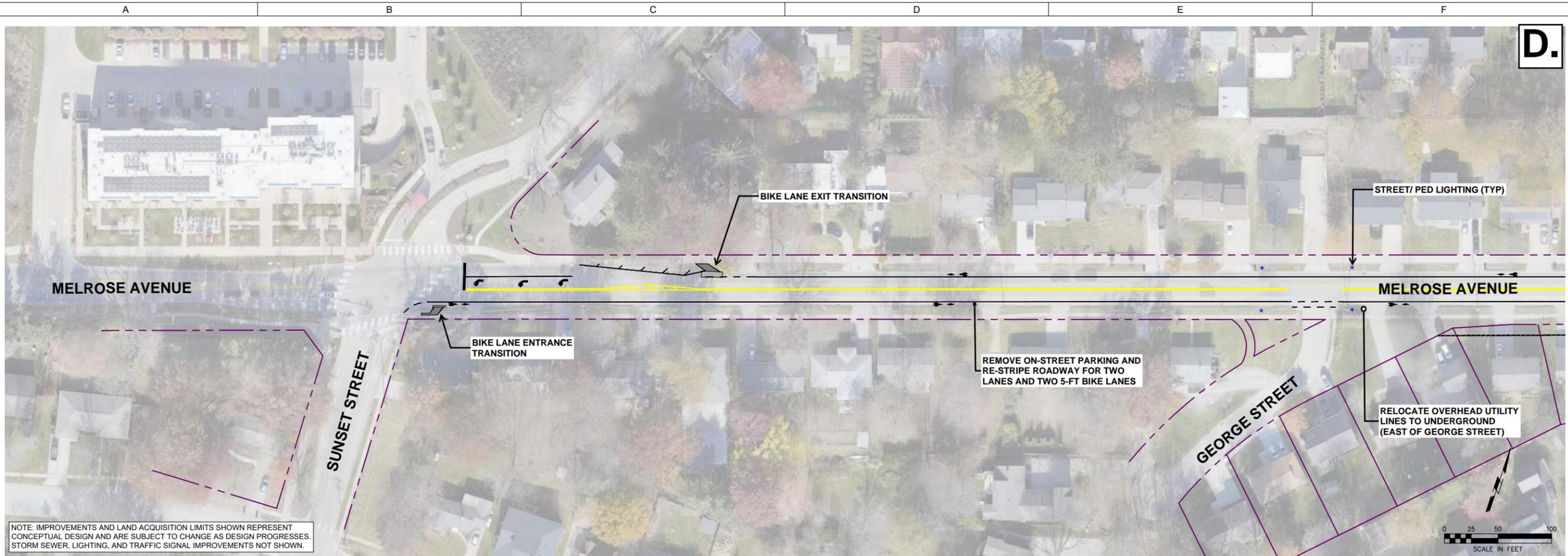
**MELROSE AVENUE
COMPLETE STREET IMPROVEMENTS
- NOT FOR CONSTRUCTION**

CITY OF UNIVERSITY HEIGHTS

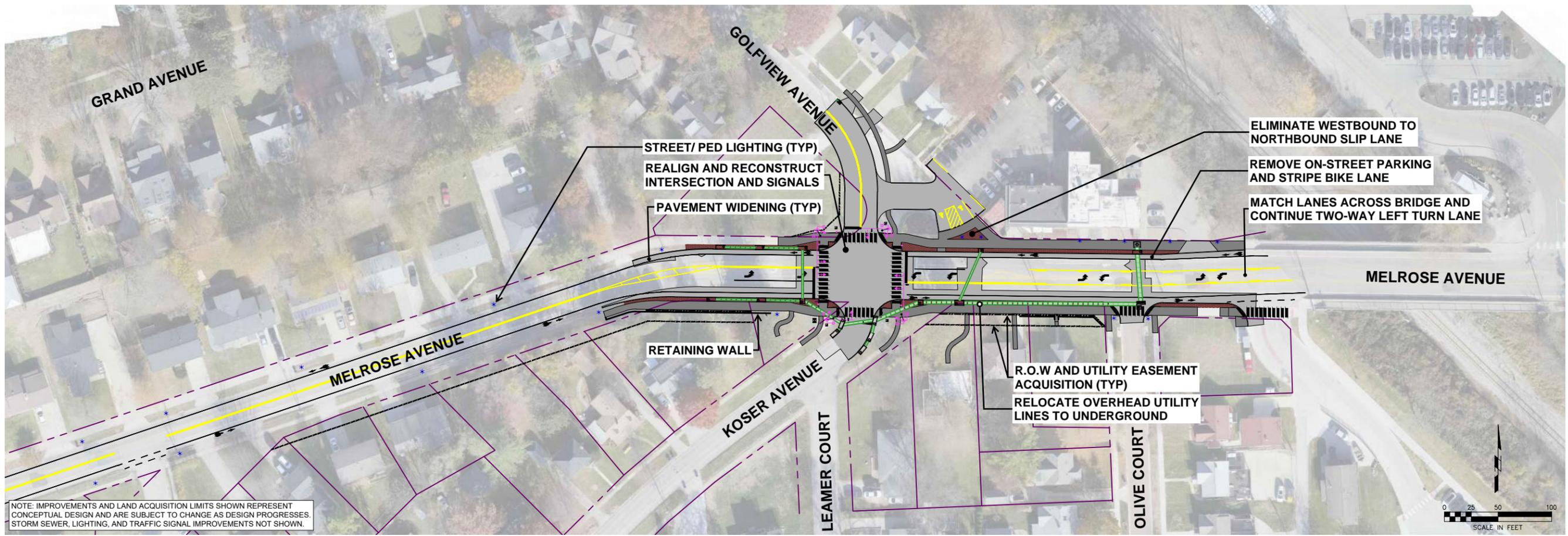
**PRELIMINARY
- NOT FOR
CONSTRUCTION**

DRAWN BY	OJA
APPROVED BY	BTP
ISSUED FOR	CRP APPLICATION
ISSUE DATE	02/24/2025
PROJECT NUMBER	STP-24-765(689)-70-52
FIELD BOOK	2112309120

PROJECT LOCATION MAP



NOTE: IMPROVEMENTS AND LAND ACQUISITION LIMITS SHOWN REPRESENT CONCEPTUAL DESIGN AND ARE SUBJECT TO CHANGE AS DESIGN PROGRESSES. STORM SEWER, LIGHTING, AND TRAFFIC SIGNAL IMPROVEMENTS NOT SHOWN.



NOTE: IMPROVEMENTS AND LAND ACQUISITION LIMITS SHOWN REPRESENT CONCEPTUAL DESIGN AND ARE SUBJECT TO CHANGE AS DESIGN PROGRESSES. STORM SEWER, LIGHTING, AND TRAFFIC SIGNAL IMPROVEMENTS NOT SHOWN.

© 2024 SHIVE-HATTERY ARCHITECTURE+ENGINEERING. ALL RIGHTS RESERVED. THIS DOCUMENT IS THE PROPERTY OF SHIVE-HATTERY ARCHITECTURE+ENGINEERING. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF SHIVE-HATTERY ARCHITECTURE+ENGINEERING.

DRAWN BY	OJA
APPROVED BY	RMF
ISSUED FOR	CRP APPLICATION
ISSUE DATE	02/24/2025
PROJECT NUMBER	STR-24-7855(689)-70-52
FIELD BOOK	2112309120



**City of University Heights
Melrose Avenue Complete Streets Improvements
Sunset Street to East City Limits**

OPINION OF PROBABLE PROJECT COST (PRELIMINARY DESIGN)

February 24, 2025

ITEM NO.	ITEM	UNIT	QUANTITY (NON-REIMBURSED ITEMS)	QUANTITY (CRP REIMBURSEMENT)	UNIT PRICE	EXTENDED PRICE (NON-REIMBURSED)	EXTENDED PRICE (CRP REIMBURSEMENT)
1	CLEARING AND GRUBBING	LS	0	1	\$ 20,000.00	\$ -	\$ 20,000.00
2	TOPSOIL STRIP, SALVAGE, & RE-SPREAD	CY	0	360	\$ 50.00	\$ -	\$ 18,000.00
3	EXCAVATION, CLASS 10	CY	0	1,000	\$ 25.00	\$ -	\$ 25,000.00
4	SUBGRADE PREPARATION	SY	0	3,500	\$ 10.00	\$ -	\$ 35,000.00
5	MODIFIED SUBBASE	SY	0	3,200	\$ 12.00	\$ -	\$ 38,400.00
6	PAVEMENT, PCC, 7 IN.	SY	0	1,000	\$ 75.00	\$ -	\$ 75,000.00
7	PAVEMENT, PCC, 10 IN.	SY	0	1,700	\$ 95.00	\$ -	\$ 161,500.00
8	FULL DEPTH PATCHES, PCC, 10 IN.	SY	0	200	\$ 125.00	\$ -	\$ 25,000.00
9	RETAINING WALL	SF	0	1,300	\$ 80.00	\$ -	\$ 104,000.00
10	MANHOLE, SW-402	EA	1	0	\$ 13,000.00	\$ 13,000.00	\$ -
11	INTAKE, SW-501	EA	1	0	\$ 6,500.00	\$ 6,500.00	\$ -
12	INTAKE, SW-507	EA	1	0	\$ 8,500.00	\$ 8,500.00	\$ -
13	INTAKE, SW-508	EA	2	0	\$ 9,000.00	\$ 18,000.00	\$ -
14	INTAKE, SW-509	EA	11	0	\$ 9,500.00	\$ 104,500.00	\$ -
15	INTAKE, SW-510	EA	1	0	\$ 10,000.00	\$ 10,000.00	\$ -
16	INTAKE, SW-516	EA	1	0	\$ 10,000.00	\$ 10,000.00	\$ -
17	MANHOLE ADJUSTMENT, MINOR	EA	3	0	\$ 3,000.00	\$ 9,000.00	\$ -
18	CONNECTION TO EXISTING STORM SEWER	EA	2	0	\$ 4,000.00	\$ 8,000.00	\$ -
19	SUBDRAIN, 6 IN.	LF	1,600	0	\$ 25.00	\$ 40,000.00	\$ -
20	SUBDRAIN CLEANOUT	EA	10	0	\$ 800.00	\$ 8,000.00	\$ -
21	SUBDRAIN CONNECTION	EA	30	0	\$ 400.00	\$ 12,000.00	\$ -
22	STORM SEWER, TRENCHED, RCP, 15 IN.	LF	290	0	\$ 85.00	\$ 24,650.00	\$ -
23	STORM SEWER, TRENCHED, RCP, 18 IN.	LF	20	0	\$ 90.00	\$ 1,800.00	\$ -
24	STORM SEWER, TRENCHED, RCP, 24 IN.	LF	90	0	\$ 100.00	\$ 9,000.00	\$ -
25	STORM SEWER, TRENCHED, RCP, 30 IN.	LF	260	0	\$ 125.00	\$ 32,500.00	\$ -
26	STORM SEWER, TRENCHED, RCP, 36 IN.	LF	70	0	\$ 150.00	\$ 10,500.00	\$ -
27	REMOVAL OF STORM SEWER	LF	380	0	\$ 25.00	\$ 9,500.00	\$ -
28	REMOVAL OF PAVEMENT	SY	0	2,700	\$ 15.00	\$ -	\$ 40,500.00
29	REMOVAL OF INTAKES AND MANHOLES	EA	10	0	\$ 1,000.00	\$ 10,000.00	\$ -
30	REMOVAL OF SIDEWALK	SY	0	950	\$ 15.00	\$ -	\$ 14,250.00
31	SIDEWALK, PCC, 6 IN.	SY	0	1,050	\$ 60.00	\$ -	\$ 63,000.00
32	DETECTABLE WARNINGS	SF	0	290	\$ 60.00	\$ -	\$ 17,400.00
33	BRICK PAVERS ON PCC BASE	SY	0	350	\$ 150.00	\$ -	\$ 52,500.00
34	DRIVEWAY, PCC, 6 IN.	SY	0	60	\$ 75.00	\$ -	\$ 4,500.00
35	LIGHTING POLES	EA	0	20	\$ 12,000.00	\$ -	\$ 240,000.00
36	LIGHTING CONTROL CABINET	EA	0	1	\$ 15,000.00	\$ -	\$ 15,000.00
37	ELECTRICAL CIRCUITS	LF	0	2,000	\$ 25.00	\$ -	\$ 50,000.00
38	HANDHOLES AND JUNCTION BOXES	EA	0	8	\$ 1,000.00	\$ -	\$ 8,000.00
39	TRAFFIC SIGNS	LS	0	1	\$ 15,000.00	\$ -	\$ 15,000.00
40	TRAFFIC SIGNAL	LS	0	1	\$ 350,000.00	\$ -	\$ 350,000.00
41	REMOVAL OF TRAFFIC SIGNAL	LS	0	1	\$ 10,000.00	\$ -	\$ 10,000.00
42	CONSTRUCTION SURVEY	LS	1	0	\$ 40,000.00	\$ 40,000.00	\$ -
43	PAINTED SYMBOLS AND LEGENDS, DURABLE	EA	0	25	\$ 600.00	\$ -	\$ 15,000.00
44	PAINTED PAVEMENT MARKINGS, DURABLE	STA	0	130	\$ 500.00	\$ -	\$ 65,000.00
45	REMOVAL OF PAVEMENT MARKINGS	STA	0	70	\$ 500.00	\$ -	\$ 35,000.00

**City of University Heights
Melrose Avenue Complete Streets Improvements
Sunset Street to East City Limits**

OPINION OF PROBABLE PROJECT COST (PRELIMINARY DESIGN)

February 24, 2025

ITEM NO.	ITEM	UNIT	QUANTITY (NON-REIMBURSED ITEMS)	QUANTITY (CRP REIMBURSEMENT)	UNIT PRICE	EXTENDED PRICE (NON-REIMBURSED)	EXTENDED PRICE (CRP REIMBURSEMENT)
46	TEMPORARY TRAFFIC CONTROL	LS	0	1	\$ 50,000.00	\$ -	\$ 50,000.00
47	MOBILIZATION	LS	0	1	\$ 90,000.00	\$ -	\$ 90,000.00
48	SOD	SQ	0	200	\$ 100.00	\$ -	\$ 20,000.00
49	EROSION CONTROL / SWPPP MANAGEMENT	LS	1	0	\$ 50,000.00	\$ 50,000.00	\$ -
50	LANDSCAPE BED MODIFICATIONS	LS	1	0	\$ 20,000.00	\$ 20,000.00	\$ -

CONSTRUCTION SUBTOTAL	\$460,000	\$1,660,000
UNDEVELOPED DESIGN CONTINGENCY (20%)	\$90,000	\$330,000

	DIVISION 1 (NON-REIMBURSED)	DIVISION 2 (CRP REIMBURSEMENT)
TOTAL OPINION OF PROBABLE CONSTRUCTION COSTS	\$550,000	\$1,990,000

ENGINEERING (DESIGN, UTILITY COORDINATION, ROW COORDINATION)	\$225,000	\$0
CONSTRUCTION ADMINISTRATION & OBSERVATION (13% DIVISION 1 & 2 TOTAL CONSTRUCTION COSTS)	\$330,000	\$0

UTILITIES

51	ELECTRIC RELOCATION (OVERHEAD TO UNDERGROUND)	LS	1	0	\$ 150,000.00	\$ 150,000.00	\$ -
<i>SUBTOTAL</i>						\$ 150,000.00	\$ -

PROPERTY/ACQUISITIONS

52	RIGHT OF WAY / PERMANENT EASEMENT	SF	9875	0	\$ 8.00	\$ 79,000.00	\$ -
53	TEMPORARY EASEMENT (24 MONTHS)	SF	5250	0	\$ 4.00	\$ 21,000.00	\$ -
<i>SUBTOTAL</i>						\$ 100,000.00	\$ -

	DIVISION 1 (NON-REIMBURSED)	DIVISION 2 (CRP REIMBURSEMENT)
TOTAL OPINION OF PROBABLE PROJECT COSTS	\$1,355,000	\$1,990,000

TOTAL OPINION OF PROBABLE PROJECT COSTS (DIVISION 1 & 2) \$3,345,000

**TOTAL PROJECT COSTS AND CONSTRUCTION COSTS PROVIDED HEREIN ARE MADE ON THE BASIS OF ENGINEER'S EXPERIENCE AND QUALIFICATIONS AND REPRESENT THE ENGINEER'S BEST JUDGMENT. HOWEVER, THE ENGINEER CANNOT AND DOES NOT GUARANTEE THAT BIDS OR ACTUAL TOTAL PROJECT OR CONSTRUCTION COSTS WILL NOT VARY FROM THE OPINION OF PROBABLE CONSTRUCTION COST. THIS OPINION IS INTENDED TO ASSIST IN BUDGETARY ASSESSMENT AND DOES NOT GUARANTEE THAT ACTUAL PROJECT COSTS WILL NOT EXCEED OR BE LOWER THAN THE AMOUNTS STATED IN THIS OPINION.



1302 Melrose Avenue
University Heights, Iowa 52246
319-337-6900
Fax 319-337-4404

- Louise From, Mayor
- Mike Haverkamp, City Clerk
email: city-clerk@university-heights.org

February 24, 2025

Emily Bothell
Senior Associate Transportation Planner
Metropolitan Planning Organization of Johnson County
410 E. Washington St., Iowa City, IA 52240

Re: Application for Carbon Reduction Program (CRP) Funding 2025

Emily,

The City of University Heights supports the proposed streetscape and roadway improvements along Melrose Avenue as described in the Carbon Reduction Program application and is prepared to fund the local match portion of this project. The City commits to adequately maintain the Melrose Avenue Complete Streets Project for its intended public use following project completion for a minimum period of 20 years. If additional information is necessary, please contact me, thank you.

Respectfully,

Troy Kelsay, City Administrator
City of University Heights
1302 Melrose Avenue
city-administrator@university-heights.org

RESOLUTION NO. 24-04

RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO SIGN A PROFESSIONAL SERVICES AGREEMENT WITH SHIVE-HATTERY ARCHITECTURE & ENGINEERING FOR THE MELROSE AVENUE COMPLETE STREET IMPROVEMENTS PROJECT

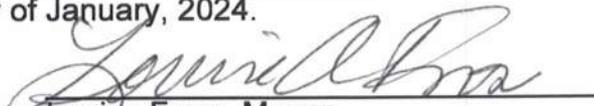
WHEREAS, the City Council held discussion regarding the professional services agreement proposal at the December 12, 2023 Regular Council Meeting,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of University Heights, Iowa, hereby approves and authorizes the Mayor to sign the Professional Services Agreement for the Melrose Avenue Complete Street Improvements project with Shive-Hattery Architecture & Engineering, at an estimated total cost of \$225,000.00 in the form attached hereto as Exhibit "A".

Upon motion by Gahn, and seconded by Swailes, the vote was as follows:

	AYE	NAY	ABSENT	ABSTAIN
Gahn	<u>X</u>	_____	_____	_____
Herbold	<u>X</u>	_____	_____	_____
Moore	<u>X</u>	_____	_____	_____
Schroeder	<u>X</u>	_____	_____	_____
Swailes	<u>X</u>	_____	_____	_____

Upon Roll Call thus recorded, the Resolution is declared adopted this 9th day of January, 2024.



Louise From, Mayor
City of University Heights

ATTEST:


Mike Haverkamp, City Clerk



Metropolitan Planning Organization of Johnson County
410 E. Washington St. ■ Iowa City, Ia 52240

August 11, 2017

Louise From, Mayor
City of University Heights
1302 Melrose Avenue
University Heights, IA. 52246

Re: Regional STBG award for the Melrose Avenue complete streets improvement project

This correspondence is to inform the City of University Heights that the Metropolitan Planning Organization of Johnson County (MPO) approved your Melrose Avenue complete streets improvement project for **Federal Fiscal Year (FFY) 2022 Surface Transportation Block Grant (STBG) funds on July 12, 2017**. The approved Federal funding is \$730,000. The MPO will include this funding amount in the *FFY 2019-2022 Transportation Improvement Program (TIP)* for the Iowa City Urbanized Area.

Please note the MPO now requires all recipients to provide the MPO with an annual status and progress report on local projects programmed in the current TIP. The Status Report consists of the following information:

- Projected Total Cost
- Design Phase Start Date
- Project Letting date
- Project Construction Start Date
- Project Construction Completion Date
- Progress of Project
- Foreseeable Delays

The MPO is required to report on the status of each programmed project in the annual TIP. The Status Report will be due April 30th so the information can be included in the draft TIP, which is due to the Iowa Department of Transportation (DOT) and the Federal Highway Administration (FHWA) on June 15th each year. The report also allows staff to provide updates on the progress of a project to the MPOJC Policy Board members and the public.

Please be aware that you must notify the MPO if the information submitted in the original project application changes, such as the project scope, design, or cost, before you receive authorization from the Iowa DOT. The MPO's Transportation Technical Advisory Committee (TTAC) will review major changes and determine if the changes would have impacted the

original scoring of the project. The TTAC would then make a recommendation to the MPOJC Policy Board on whether the changes warrant revoking any/all funding.

As per MPOJC Board policy, all projects must show progress towards implementation within three years of the year the project is programmed in the TIP. If a project receives funding over multiple years, then the last year it receives funds will be the starting point for showing progress. If there is no progress after three years of the project being programmed, the MPOJC Policy Board will be notified of the situation and they will decide on how to proceed.

In order to receive funding, your organization will need to work with the Iowa DOT. You do not yet have a funding commitment nor are you authorized to expend funds until you receive approval from the Iowa DOT. Expenditures incurred prior to Iowa DOT approval are ineligible for reimbursement.

A Grant Agreement between the City of University Heights and the MPO is attached. The agreement will require the signature of your administration.

If you have questions, comments, or concerns, please contact the MPO at (319) 356-5235, or by email at brad-neumann@iowa-city.org.

Respectfully,



Brad Neumann
Assistant Transportation Planner

cc: Susan Mims, MPOJC Chair



FUNDING AWARD and STATUS UPDATE AGREEMENT

BETWEEN: Metropolitan Planning Organization of Johnson County
410 East Washington Street
Iowa City, IA 52240

AND: City of University Heights
1302 Melrose Avenue
University Heights, IA. 52246

RECIPIENT: Contact Person: **Louise From, Mayor**
Phone: **319-354-1433**
E-mail: **louise@university-heights.org**

Upon acceptance of this grant, the grantee agrees to the following conditions of the grantor MPOJC:

1. **CONTRACT PROJECT:** As approved by the MPOJC Policy Board the project includes:

Melrose Avenue complete streets improvement project.

2. **CONTRACT AWARD AMOUNT:** \$730,000

3. **CONTRACT PERIOD:**

Project Design Start Date:	Spring 2021
Project Design Completion Date:	Spring 2022

Project Land Acquisition Start Date:	Summer 2021
Project Land Acquisition Completion Date:	Spring 2022

Project Construction Start Date:	Summer 2022
Project Construction Completion Date:	Spring 2023

4. **GENERAL PROVISIONS:**

The RECIPIENT shall receive Federal funds for authorized and approved project costs of eligible items. This grant is to be used exclusively for the purposes specified in this agreement, which may represent all or any part of the project(s) specified in the grant application. Any portion of the grant funds not used for the purpose(s) specified in the Grant Application shall be forfeited by the RECIPIENT.

The portion of the eligible project costs covered by Federal funds shall be limited to a maximum of either the appropriate percentage of eligible costs or the amount stipulated in the current MPOJC Transportation Improvement Program (TIP) and in the approved current Statewide Transportation Improvement Program (STIP), whichever is less.

This agreement will become null and void if the project described in this agreement drops out of the approved MPOJC TIP or the approved STIP prior to obligation of federal funds.

The RECIPIENT will abide by MPOJC and Iowa DOT rules and regulations. The Iowa DOT contact will be at:

Jim Schnoebelen, P.E.
Iowa Department of Transportation
District 6 Office
5455 Kirkwood Boulevard, SW
Cedar Rapids, Iowa 52404

All grant RECIPIENTS awarded via the grant application process will provide an annual status report to MPOJC regarding this project.

5. SPECIAL CONDITIONS:

The letter of award, which accompanies this agreement, may detail specific conditions pertinent to the individual award or RECIPIENT and shall become part of this agreement upon acceptance of this agreement.

Metropolitan Planning Organization of Johnson County



Kent Ralston, Director

Date: 8-11-17

Accepted on Behalf of the City of University Heights



Louise From, Mayor

Date 9-12-17

DOCUMENTATION AND NARRATIVE INFORMATION

The following documents and narratives must be submitted with this application. In the upper right corner of each document or narrative write the corresponding letter shown below.

- A. An **APPLICATION FORM** with all parts completed.
- B. A **NARRATIVE** discussion of the project (five-page limit). Your narrative should incorporate answers to the following questions.
1. Detailed Description of the Project: Provide a clear description of the concept of the proposed project, including such information as existing site conditions, trail length, number/acreage of parcels to be acquired, general construction activities planned, etc. For a nonconstruction project, provide a summary of the planned activities to be part of the project with a description of each. Remember to provide summary details of only the project scope that is the subject of the funding request. Do not provide details of completed or future phases of a project.
 2. Impact of the Project: If this is an application to a regional program, what is the project's value to the region and how will it be a functional addition to the transportation system and region as a whole if no additional development funds are received? If this is a statewide or multi-regional project, assess the value of this project from a statewide or multi-regional perspective. How does the proposed project meet the intent of the program? Upon completion, will the proposed project contribute to the quality of life, utility of the transportation system, or tourism appeal? What degree of planning has been implemented to complete the project?
 3. Alignment with Local, Regional, or Statewide Planning Documents: What is the relationship of the proposed project to a local, regional, or statewide plan? For example, how does the proposed project align with the Iowa Bicycle and Pedestrian Long-Range Plan and any applicable adopted regional, county, or municipal trail plan? It is preferred that links to documents publicly available online and specific page references be provided.
 4. Federal-aid Highway Project Development Process, Understanding, and Capacity: What previous experience does existing project sponsor staff have with the federal-aid highway project development process? Has past performance resulted in successful projects that delivered the projects in a timely and compliant manner? Does existing staff have the capacity to administer the proposed project? Has the project sponsor demonstrated an understanding of the program rules? What strategies will be implemented to deliver the proposed project successfully?
 5. Contribution Toward Safety for All Transportation Modes: How would the proposed project address the safety of all users such as those who walk, bike, drive, ride transit, or travel by other modes? To what degree will the proposed project address any existing safety needs or concerns?
 6. Enhancement of Statewide Tourism Benefits: How will the proposed project enhance tourism in Iowa by attracting visitors from out-of-state? What are the economic benefits of the proposed project to the state?
 7. Need for the Proposed Project: Why is the project needed in the area and what population will it serve? How will the proposed project satisfy that need? Provide adequate project justification based on existing or estimated future use of the facility. In addition to general need, please focus on how the project impacts high need areas such as low-income, transit-dependent, rural, or other areas? How will the proposed project improve the overall mobility of these areas and how has this population been engaged in the planning for the proposed project?

8. Improve Accessibility: What efforts have been made to go beyond compliance with the Americans with Disabilities Act (ADA) of 1990 to ensure the proposed project will be accessible and usable by individuals with disabilities?
 9. Long-Term Maintenance Plan: What arrangements have been made to continue operation and maintenance of the proposed project after the project is complete? For example, has a maintenance fund or an endowment been established?
 10. Project Readiness: Is the project ready for development? Please describe efforts taken to prepare for developing the project, How has the project sponsor prepared for the proposed project by resolving any potential obstacles? Will the project proceed without delay upon award of funding?
 11. Public Input Process: Please describe the public input process that was followed and the extent to which adjacent property owners and others have been informed of the proposed project and an assessment of their acceptance. Also include discussion of any partnerships among local organizations and stakeholders that this project may help to facilitate or how these entities or individuals have contributed to the development of the project concept or have committed financial or other support to the project.
 12. To what degree will the proposed project fulfill the goals and/or priorities of the most recent MPO long-range transportation plan?
- C. A **DETAILED MAP** identifying the location of the project. The project scope should be clear and the map may also include other important information referred to in the narrative such as important transportation linkages, clearly marked completed or future project phases, etc. If the project is a SRTS project, the map shall indicate the K-12 school(s) to be served by the project, show a 2-mile radius of the school, identify neighborhoods served by the school, and hazards for children to walk or bike to school. More than one map may be submitted if the scope of the project is such that the desired detail is not feasible to be included on just one map. **Limit map sizes to no larger than 8.5-by-11-inches.**
- D. A **SKETCH PLAN** of the project, including cross section for bicycle or pedestrian facilities. If the cross section of your facility varies across the project (width, number of lanes, etc.) include a cross section for each situation and identify its location. (Required for construction projects only.)
- E. **DIGITAL PHOTOGRAPHS (limit to five)** that will help to explain the existing site conditions of the proposed facility. It is not necessary to include photographs of all aspects or the entire route of a project. Photos submitted should be representative of the project as a whole or should support any particularly compelling or complex description included in the narrative provided in item A above.
- F. An **ITEMIZED BREAKDOWN** of the total project costs (reference *Attachment A*). This documentation does not need to be a detailed, line item type estimate or formal engineer's opinion of probable cost. However, it must accomplish two objectives: 1) it must show the method by which the cost estimate was prepared; and 2) it must enable a reviewer to determine if the cost estimate is reasonable. The manner in which these objectives are achieved may vary widely depending on the type, scope, and complexity of the project.
- Absent a fully itemized list of costs, some general guidelines for possible methods of estimating each type of project cost are provided on *Attachment A*. The itemized breakdown should reflect costs in the planned project execution year estimated in your time schedule provided as part of item F below. It is preferable that this breakdown be provided by a licensed professional. If not, it is the responsibility of the applicant to explain the rationale and source of the assumptions used to develop the cost breakdown to allow a reviewer to have confidence in their accuracy.
- G. An **OFFICIAL ENDORSEMENT** of the project from the authority to be responsible for the project's maintenance and operation. The authority must provide written assurance it will



adequately maintain the completed project for its intended public use following project completion. For most construction projects, this will be a minimum of 20 years. The endorsement must also acknowledge the intent of the authority to provide the match funds required for the project. For cities, counties, or other political subdivisions, this should be in the form of a fully executed resolution by the elected body or board, as applicable.

- H. If applicable, a **LETTER OF SUPPORT** of the project from the scenic or heritage byway board. The board's letter should also address the project's relationship to the byway's intrinsic qualities, how the project will also have a statewide or multiregional impact, and whether the project is included in the byway's current corridor management plan.
- I. If applicable, the **ITEMS LISTED IN ATTACHMENT B** shall be provided. If this project application is for a SRTS project, the applicant will complete and address the items provided in *Attachment B*, which are required only if the project is applying as a SRTS project. Failure to provide this information may result in the project not being considered as a SRTS project under the TAP program.
- J. A **LETTER OF CONSENT TO SUBMIT** the application from the Iowa DOT District Engineer if the project will include construction within Iowa DOT right of way.
- K. **FUNDING SOURCE DOCUMENTATION** for each funding source identified as secured by the applicant.
- L. This **CERTIFICATION** signed by an official authorized by the project sponsor.
- M. A completed **MINORITY IMPACT STATEMENT** as required by Iowa Code section 8.11.

The undersigned is an official authorized to represent the applying organization. The person signing this document must have the authority to contractually bind the organization.

Certification

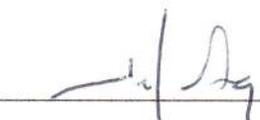
I certify that all proposed activities will be carried out; that all grant money received will be utilized solely for the purposes for which it is intended; that records documenting the planning process and implementation will be maintained and submitted when requested, and the Iowa DOT is hereby granted access to inspect project sites and/or records.

To the best of my knowledge and belief, all information included in this application is true and accurate, including the commitment of all physical and financial resources. This application has been duly authorized by the applying organization. I understand that the attached official endorsement(s) binds the participating authority to assume responsibility for adequate maintenance of any new or improved facilities.

The award of Carbon Reduction Program funds; any subsequent funding or letting of contracts for design, construction, reconstruction, improvement, or maintenance; or the furnishing of materials shall not involve direct or indirect interest, prohibited by Iowa Code 314.2, 362.5, or 331.342, of any state, county, or city official, elective or appointive. Any award of funding or any letting of a contract in violation of the foregoing provisions shall invalidate the award of funding and authorize a complete recovery of any funds previously disbursed.

If funding assistance is approved for the project described in this application, I understand that an executed agreement between the applicant and the Iowa DOT is required before the project can be started, costs incurred, or such funding assistance authorized for use in implementing the project.

Printed Name TROY KELSAY Title City Administrator

Signature  Date 02/24/2025

Minority Impact Statement

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code 8.11, all grant applications submitted to the State of Iowa that are due beginning Jan. 1, 2009, shall include a Minority Impact Statement. This is the state's mechanism for requiring grant applications to consider the potential impact of the grant project's proposed programs or policies on minority groups.

Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s). Submit additional pages as necessary.

The proposed grant project programs or policies could have a disproportionate or unique **positive** impact on minority persons.

Describe the positive impact expected from this project:

Indicate which groups are impacted:

Women Persons with a disability Blacks Latinos Asians
Pacific Islanders American Indians Alaskan Native Americans Other _____

The proposed grant project programs or policies could have a disproportionate or unique **negative** impact on minority persons.

Describe the negative impact expected from this project:

Present the rationale for the existence of the proposed program or policy:



Provide evidence of consultation with representatives of the minority groups impacted:

Indicate which groups are impacted:

Women	Persons with a disability	Blacks	Latinos	Asians
— Pacific Islanders	American Indians	Alaskan Native Americans	Other	_____

The proposed grant project programs or policies are **not expected to have** a disproportionate or unique impact on minority persons.

Present the rationale for determining no impact:

The proposed project is expected to provide equal access to all users through construction of improved roadway geometry, on-street bicycle facilities, and new sidewalk, curb ramps and pedestrian crossings.

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge.

Name Ryan Foley, P.E.

Title City Engineer

Definitions

"Minority Persons," as defined in Iowa Code 8.11, means individuals who are women, persons with a disability, Blacks, Latinos, Asians or Pacific Islanders, American Indians, and Alaskan Native Americans.

"Disability," as defined in Iowa Code 15.102, subsection 7, paragraph "b," subparagraph (1):

b. As used in this subsection:

(1) "Disability" means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

"Disability" does not include any of the following:

- (a) Homosexuality or bisexuality.
- (b) Transvestism, transsexualism, pedophilia, exhibitionism, voyeurism, gender identity disorders not resulting from physical impairments or other sexual behavior disorders.
- (c) Compulsive gambling, kleptomania, or pyromania.
- (d) Psychoactive substance abuse disorders resulting from current illegal use of drugs.

"State Agency," as defined in Iowa Code 8.11, means a department, board, bureau, commission, or other agency or authority of the State of Iowa.