



Date of Council Meeting: August 28, 2012

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Approving a revision to the Sycolin Road Widening Phase III Town/ Virginia Department of Transportation Administrative Agreement reflecting FY 2013 Revenue Sharing Funding and authorizing the Town Manager to execute this revision

Staff Contact: Renée LaFollette, Director of Capital Projects
Tom Brandon, Deputy Director of Capital Projects

Recommendation: Approve a revision to the Standard Project Administrative Agreement between the Town of Leesburg and the Virginia Department of Transportation (VDOT) for the Sycolin Road Widening Phase III project (VDOT Project No. U000-253-R07, P101, M501) to reflect Fiscal Year 2013 Revenue Sharing Funding.

Fiscal Impact: None. The total project cost is estimated at \$5 million. In July 2008, the Town received \$1 million in VDOT Revenue Sharing Funds for the project. Loudoun County agreed to support the project by providing \$4 million from gas tax funds as the local match. The additional \$1 million in FY 2013 VDOT Revenue Sharing Funds, which allows for a reduction of the local gas tax match, would then be available to be used for the Sycolin Road Widening Phase IV project.

Issue: A revision to the existing Project Administrative Agreement is required between the Town of Leesburg and VDOT to receive FY 2013 state Revenue Sharing Funds for the Sycolin Road Widening Phase III project.

Background: The Sycolin Road Widening Phase III project consists of improving Sycolin Road from north of the Battlefield Parkway intersection through the Hope Parkway intersection. Combined with the previously completed phases of the Sycolin Road Widening project and the planned overpass project being administered by VDOT, this project will complete the Sycolin Road improvements from the Leesburg Bypass to south of Tolbert Lane. This widening project will connect with the VDOT project to construct a Sycolin Road overpass over the Route 7/15 Leesburg Bypass.

VDOT previously awarded \$1 million in Revenue Sharing Funds to the project in FY 2009. In October 2011, the Town applied for an additional \$1 million in Revenue Sharing Funds for FY 2013. On June 20, 2012, the Commonwealth Transportation Board approved the Six-Year Plan for Fiscal Years 2013 to 2018 which included the requested \$1 million in Revenue Sharing Funds for Sycolin Road Widening Phase III. The attached revision to the administrative agreement is required to increase the VDOT participation in the project.

Design of the Phase III improvements is currently underway. It is anticipated that the project will be advertised for construction in spring 2013 and be completed in fall 2014.

Attachments: Town/VDOT Agreement Appendix A Revised
Resolution Number 2011-129
CIP Sheet

VDOT/Town Administrative Agreement for Funding Allocation - Revised Appendix A

REVISED 7/17/2012

Project Number: **U000-253-R07** UPC: **91474** Locality: **Town of Leesburg**

Project Location ZIP+4: 20175-5687 Locality DUNS# 26834650 Locality Address (incl ZIP+4): 25 W. Market Street Leesburg, VA 20178-0088

Project Narrative

Scope: **Sycolin Road Widening to 4 Lanes (Phase III)**

From: **0.1 Mi. N. of Hope Drive**

To: **0.1 mi. N. of Battlefield Parkway**

Locality Project Manager Contact info: **Tom Brandon 703-737-6067** **tbrandon@leesburgva.gov**

Department Project Coordinator Contact Info: **Calvin Britt 703-259-2961** **william.britt@vdot.virginia.gov**

Project Estimates				
	Preliminary Engineering	Right of Way and Utilities	Construction	Total Estimated Cost
Estimated Locality Project Expenses	\$375,000	\$500,000	\$4,090,000	\$4,965,000
Estimated VDOT Project Expenses	\$25,000		\$10,000	\$35,000
Estimated Total Project Costs	\$400,000	\$500,000	\$4,100,000	\$5,000,000

Project Cost and Reimbursement						
Phase	Estimated Project Costs	Funds type <i>(Choose from drop down box)</i>	Local % Participation for Funds Type	Local Share Amount	Maximum Reimbursement (Estimated Cost - Local Share)	Estimated Reimbursement to Locality (Max. Reimbursement - Est. VDOT Expenses)
Preliminary Engineering	\$400,000	Revenue Sharing	50%	\$200,000	\$200,000	
				\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Total PE	\$400,000			\$200,000	\$200,000	
Right of Way & Utilities	\$500,000	Revenue Sharing	50%	\$250,000	\$250,000	
				\$0	\$0	
Total RW	\$500,000			\$250,000	\$250,000	
Construction	\$3,100,000	Revenue Sharing	50%	\$1,550,000	\$1,550,000	
	\$1,000,000	Local Funds	100%	\$1,000,000	\$0	
Total CN	\$4,100,000			\$2,550,000	\$1,550,000	
Total Estimated Cost	\$5,000,000			\$3,000,000	\$2,000,000	\$1,965,000

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)	\$2,000,000
Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)	\$1,965,000

Project Financing					
Revenue Sharing State Match	Revenue Sharing Local Match	Local Funds			Aggregate Allocations (A+B+C+D+E+F)
\$2,000,000	\$2,000,000	\$1,000,000			\$5,000,000

- Program and project specific Funding Requirements**
- This project shall be administered in accordance with VDOT's Locally Administered Projects Manual
 - The project will be constructed and maintained in accordance with VDOT's: Urban Manual (List Appropriate Guide or Manual)
 - This project is a Revenue Sharing project and must follow the procedures set forth in the Guide to the Revenue Sharing Program.
 - The Locality will continue to operate and maintain the facility as constructed. Should the design features of the project be altered by the Locality subsequent to project completion without approval of the Department, the locality inherently agrees, by execution of this agreement, to make restitution, either physically or monetarily, as required by the Department.
 - This is a limited funds project. The Locality shall be responsible for any additional funding in excess of \$2,000,000 (if applicable)
 - Estimated eligible VDOT expenses are based on VDOT processing SERP (if applicable) and inspection. Any additional assistance may result in additional VDOT charges.
 - In accordance with §33.1-23.05 of the Code of Virginia, this project must be initiated and at least a portion of the funds expended by December 22, 2011 or the project may be subject to deallocation.
 - Revenue Sharing Funds above consist of the following Fiscal Years:
 - FY 09 - \$2,000,000 (\$1,000,000 state and \$1,000,000 local)
 - FY 13 - \$2,000,000 (\$1,000,000 state and \$1,000,000 local)
 - Total project allocations: \$5,000,000

Authorized Locality Official and date

John Wells
Typed or printed name of person signing

Jan S. Vaughan 7-30-12

Authorized VDOT Official
Recommendation and Date

Jan S. Vaughan
Typed or printed name of person signing
Version 8/19/11

The Town of
**Leesburg,
Virginia**

PRESENTED October 25, 2011

RESOLUTION NO. 2011-129

ADOPTED October 25, 2011

A RESOLUTION: AUTHORIZING THE TOWN MANAGER TO EXECUTE THE APPLICATION FOR VDOT REVENUE SHARING FUNDS FOR THE SYCOLIN ROAD WIDENING PHASE III PROJECT

WHEREAS, the Sycolin Road Widening Phase III project is an identified capital project in the Town's FY 2012 – 2017 Capital Improvement Program; and

WHEREAS, the Town of Leesburg desires to submit an application for an allocation of funds of up to \$1,000,000 through the Virginia Department of Transportation Fiscal Year 2013 Revenue Sharing Program; and

WHEREAS, the Town received \$1,000,000 in Revenue Sharing funding from VDOT in 2008 for this project; and

WHEREAS, the current request will allow the Town to reduce the local gas tax share on the project; and

WHEREAS, the local gas tax match can then be put towards the Sycolin Road Widening Phase IV project; and

WHEREAS, the additional \$1,000,000 of these Revenue Sharing funds is requested to fund a portion of the Sycolin Road Widening Phase III project.

THEREFORE, RESOLVED by the Council of the Town of Leesburg in Virginia as follows:

SECTION I. The Town Council supports this application for an allocation of \$1,000,000 through the Virginia Department of Transportation Revenue Sharing Program.

SECTION II. The Town Manager is authorized to execute any and all documents associated with the grant application.

A RESOLUTION: AUTHORIZING THE TOWN MANAGER TO EXECUTE THE APPLICATION FOR VDOT REVENUE SHARING FUNDS FOR THE SYCOLIN ROAD WIDENING PHASE III PROJECT

PASSED this 25th day of October 2011.


Kristen C. Umstatt, Mayor
Town of Leesburg

ATTEST:

Clerk of Council

STREETS, HIGHWAYS, BUILDINGS, AND GROUNDS PROJECTS (continued)

TITLE: Sycolin Road Widening Phase III (Hope Parkway Intersection) (98301)
STATUS: Ongoing

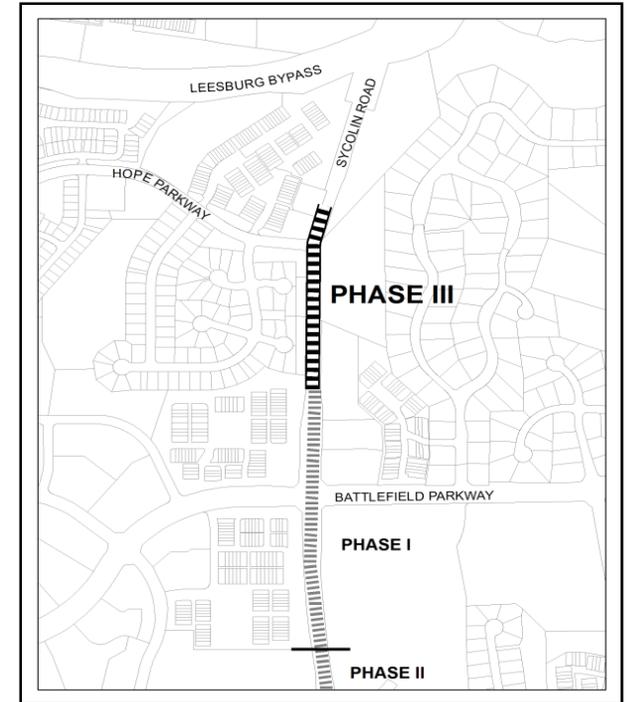
PROGRAM DESCRIPTION: Upgrade the segment of Sycolin Road (Route 643) in the vicinity of Hope Parkway from two lanes to four lanes. The project limits extend from Hope Parkway to Battlefield Parkway.

UTILITY RELOCATION START DATE: Fall 2012

CONSTRUCTION START DATE: Summer 2013

ESTIMATED COMPLETION DATE: Fall 2014

OPERATING IMPACT: VDOT's maintenance payments will increase with construction of two more lanes.



PLANNED FINANCING

Sources:	Total Required Project Funding	Funded through 6/30/11	Year						TOTAL for 6-Yr CIP	Future Funds Required
			2012	2013	2014	2015	2016	2017		
Loudoun County Gas Tax	4,000,000	350,000	\$ 350,000	\$ 200,000	\$2,700,000	400,000			3,650,000	
VDOT	1,000,000				600,000	400,000			1,000,000	
TOTAL	\$5,000,000	\$350,000	\$350,000	\$200,000	\$3,300,000	\$800,000			\$4,650,000	

PLANNED EXPENDITURES

Uses:	Total Project Cost	Exp through 6/30/11	Year						TOTAL for 6-Yr CIP	Future Funds Required
			2012	2013	2014	2015	2016	2017		
Land	\$300,000		\$300,000						300,000	
Design/Eng.	400,000	350,000	50,000						50,000	
Utility Reloc.	200,000			200,000					200,000	
Construction	4,100,000				3,300,000	800,000			4,100,000	
TOTAL	\$5,000,000	\$350,000	\$350,000	\$200,000	\$3,300,000	\$800,000			\$4,650,000	

OPERATING IMPACT

Operating/Maintenance:	2012	2013	2014	2015	2016	2017	TOTAL for 6-Yr CIP
Lane Mile Maintenance				\$4,000	\$8,500	\$8,500	21,000
TOTAL				\$4,000	\$8,500	\$8,500	21,000

GOAL ADDRESSED:

2005 Town Plan: The Transportation element calls for four undivided lanes on Route 643 with acceleration/deceleration lanes.

Expand the transportation system so that it does not adversely impact community and neighborhood integrity.

Provide safe convenient, continuous, compatible, aesthetically pleasing transportation environment.

PRESENTED August 28, 2012

RESOLUTION NO. 2012-

ADOPTED _____

A RESOLUTION: APPROVING A REVISION TO THE SYCOLIN ROAD WIDENING PHASE III TOWN/ VIRGINIA DEPARTMENT OF TRANSPORTATION ADMINISTRATIVE AGREEMENT REFLECTING FY 2013 REVENUE SHARING FUNDING AND AUTHORIZING THE TOWN MANAGER TO EXECUTE THIS AGREEMENT

WHEREAS, the Town of Leesburg was previously awarded \$1 million in revenue sharing funds from the Virginia Department of Transportation (VDOT) for the construction of the Sycolin Road Widening Phase III Project (VDOT Project No. U000-253-R07, P101, M501); and

WHEREAS, an Administrative Agreement between the Town of Leesburg and VDOT was executed on August 10, 2011; and

WHEREAS, VDOT awarded an additional \$1 million in revenue sharing funds for fiscal year 2013; and

WHEREAS, a revision in the administrative agreement between VDOT and the Town is required to receive the additional revenue sharing funds for this project.

THEREFORE, RESOLVED by the Council of the Town of Leesburg in Virginia that the Town Manager is authorized to execute the revision to the Town/VDOT Administrative Agreement for the Sycolin Road Widening Phase III Project reflecting the additional fiscal year 2013 funding in a form acceptable to the Town Attorney.

PASSED this _____ day of August, 2012.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council