



Date of Council Meeting: December 8, 2015

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Project Administration Agreement with the Virginia Department of Transportation for the East Market Street (Route 7) and Battlefield Parkway Interchange project.

Staff Contact: Renée LaFollette, Director –Public Works and Capital Projects
Tom Brandon, Capital Projects Manager – Public Works and Capital Projects
Calvin Grow, Transportation Engineer - Public Works and Capital Projects
Jason Cournoyer, Management and Budget Officer - Finance & Administrative Services

Council Action Requested: Adopt a resolution authorizing the Town Manager to execute a Project Administration Agreement with the Virginia Department of Transportation for the East Market Street (Route 7) and Battlefield Parkway Interchange project.

Staff Recommendation: Staff recommends that the Town Council authorize the Town Manager to execute the Project Administration Agreement for the Virginia Department of Transportation to administer the East Market Street (Route 7) and Battlefield Parkway Interchange project.

Commission Recommendation: None.

Fiscal Impact: The Project Administrative Agreement requires the Town to reimburse the Virginia Department of Transportation (VDOT) \$13 million for administering the preliminary engineering and right of way phases of the project. Under a separate agreement with the Northern Virginia Transportation Authority (NVTA), the Town will use NVTA funding to reimburse VDOT. The agreement between the Town and NVTA was approved by Town Council per Resolution 2015-109.

Work Plan Impact: None. This agreement is part of the current work plan for the Department of Public Works and Capital Projects.

Executive Summary: The East Market Street (Route 7) and Battlefield Parkway Interchange project is included in the Fiscal Year 2016-2021 Capital Improvement Program (CIP). The project will be administered by the Virginia Department of Transportation (VDOT) due to the size and complexity of the project. An administrative agreement between the Town and VDOT is required to authorize VDOT to administer the project as well as to agree that the Town will fund the project for \$13 million using eligible funds from the Northern Virginia Regional Transportation Authority (NVTA).

Project Administration Agreement with the Virginia Department of Transportation for the East Market Street (Route 7) and Battlefield Parkway Interchange project.

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Background: East Market Street (Route 7) and Battlefield Parkway serve as major commuter routes, and there are large current and proposed retail developments for the area that generate significant traffic volumes. The current at-grade signalized intersection at this location is heavily congested, and has the highest number of crashes in the Town.

A grade-separated interchange is proposed at this location to mitigate the congestion. The proposed interchange is included in the Town Plan, the Virginia Department of Transportation (VDOT) Six-Year Plan, the Northern Virginia Regional Transit Authority (NVTA) Transaction 2040 Plan, and the Town's Fiscal Year 2016-2021 Capital Improvement Program.

The Town and VDOT have agreed that VDOT will administer the project due to the size and complexity involved. However, an administrative agreement between VDOT and the Town is required to authorize VDOT. The phases that will be administered by VDOT include preliminary engineering (traffic studies, evaluation of alternatives, an Interchange Justification Report, public participation, environmental documentation, preliminary design), and right-of-way (acquisition of land rights and utility relocation). Town staff will remain actively involved throughout the project.

VDOT has executed a contract for this work with an engineering consultant, and will issue a notice to proceed for the work by the end of the year 2016 with a proposed schedule as follows:

- Complete Interchange Justification Report – March 2017
- Public Hearing – June 2018
- Design Approval – October 2018

Scheduling of construction will occur after the preliminary design is approved and funding sources have been identified.

Attachments: Resolution No. 2015-109

The Town of
**Leesburg,
Virginia**

PRESENTED October 13, 2015

RESOLUTION NO. 2015-109

ADOPTED October 13, 2015

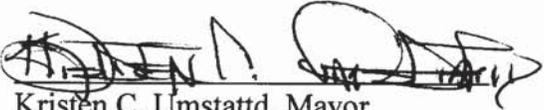
A RESOLUTION: APPROVING THE STANDARD AGREEMENT WITH THE
NORTHERN VIRGINIA TRANSPORTATION AUTHORITY FOR
FISCAL YEAR 2015 AND 2016 FUNDING OF THE ROUTE 7 EAST
MARKET STREET AND BATTLEFIELD PARKWAY INTERCHANGE
PROJECT

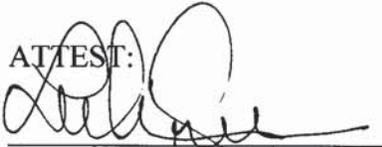
WHEREAS, the Town of Leesburg was awarded \$2,000,000 from the Northern Virginia
Regional Transportation Authority (NVTA) through 70 percent regional funds in Fiscal Year 2015
and \$11,000,000 in Fiscal Year 2016 for the design of the Route 7 East Market Street and
Battlefield Parkway Interchange Project; and

WHEREAS, an administrative agreement between NVTA and the Town is required to
receive the \$13,000,000.

THEREFORE RESOLVED, by the Council of the Town of Leesburg in Virginia that the
Town Manager is authorized to execute the attached Standard Project Agreement (SPA) for the
Route 7 East Market Street and Battlefield Parkway Interchange Project and any future SPAs
related to the Route 7 East Market Street and Battlefield Parkway Interchange Project in a form
acceptable to the Town Attorney.

PASSED this 13th day of October, 2015.


Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council

PRESENTED December 8, 2015

RESOLUTION NO. 2015-

ADOPTED _____

A RESOLUTION: PROJECT ADMINISTRATION AGREEMENT TO AUTHORIZE THE VIRGINIA DEPARTMENT OF TRANSPORTATION TO ADMINISTER THE EAST MARKET STREET (ROUTE 7) AND BATTLEFIELD PARKWAY INTERCHANGE PROJECT

WHEREAS, the East Market Street (Route 7) and Battlefield Parkway Interchange project is included in the Town's Fiscal Year 2016-2021 Capital Improvement Program; and

WHEREAS, the Northern Virginia Transportation Authority (NVTA) will provide \$13 million for engineering and right-of-way services for this project under an existing agreement with the Town; and

WHEREAS, the Virginia Department of Transportation (VDOT) will administer this project utilizing the NVTA funding; and

WHEREAS, an administrative agreement between VDOT and the Town is required for reimbursing VDOT for administering the project using NVTA funds.

THEREFORE, RESOLVED by the Council of the Town of Leesburg in Virginia that the Town Manager is authorized to execute the attached Project Administrative Agreement for East Market Street (Route 7) and Battlefield Parkway Interchange project including any subsequent modifications to the agreement in a form acceptable to the Town Attorney.

PASSED this _____ day of December 2015.

Kristen C. Umstatted, Mayor
Town of Leesburg

ATTEST:

Clerk of Council