

**City of Longview
2015
Community Development Block Grant
Project Design**

Applicant:	City of Longview	Contact Person:	Amy Blain
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Non-Profit Status: NO ___ YES **IRS Tax Identification Number** 916001367

Type of Project: Please check one:

- Housing**
- Community Facility**
- Public Facility/Infrastructure**
- Economic Development**
- Prevention or Elimination of Slum & Blight**
- Match**
- Public Service**
- Planning**

PROJECT TITLE: DOWNTOWN CORRIDOR IMPROVEMENTS -- PHASE III

CDBG Funding Requested: \$ 201,597

Problem/Opportunity Description

1. Give a brief overall summary of your project (under 101 words.)

This project improves the 1200 block of Commerce Avenue to complete the final phase of revitalization work in the downtown corridor. It replaces sidewalks and crosswalks to improve mobility, substandard ADA ramps to improve accessibility, and street trees to abate damage to infrastructure. It adds lighting to increase safety, pervious concrete and pavers to reduce impermeable surfaces, raingardens to reduce stormwater impacts, and landscaping and irrigation to enhance overall appearance. This combination of streetscape improvements will improve walkability, promote multi-modal transportation, support

economic commerce, provide connectivity to major activity centers, improve transit integration and help restore downtown as a vibrant destination.

2. Briefly describe the project noting the problem(s) or opportunity(s) that will be addressed (under 101 words.) Quantify it in terms of cause, extent, location, frequency and duration

The activities and events occurring downtown draw vehicular and pedestrian traffic to a historical area that is inadequate and outdated for its current use. The area lacks full ADA accessibility, adequate lighting, smooth sidewalk surfaces, and proper storm drainage for both the roadway and sidewalks. In an effort to keep the Longview/Cowlitz County community spirit alive and encouraging support to the local economy, downtown merchants and local public service and non-profit organizations have sponsored an increasing number of activities downtown, drawing increasing numbers of visitors and shoppers to the downtown.

3. List the specific CDBG objective information from the “5 year Strategic Plan” within the 2014-2018 Longview-Kelso Consolidated Plan. (See website information under Instructions).

Objective Code and Number: AP-20 Annual Goals & Objects – 91.420,91.220(c) (3) & (e) (a)
Objective Title: Stabilize and Revitalize Neighborhoods

Objective Proposed Accomplishments & Outcomes:
Public Facility or Infrastructure Activities for Low/Moderate Income

Project Readiness

4. Describe what specific steps need to be completed before the project will be ready to proceed. (Projects must be under construction within 12 months of signing your CDBG Contract or funding will be deobligated.)

The Downtown Corridor Improvement project is being constructed in phases as new funding is secured. The first phase was completed in January, 2015 and improved three blocks of Commerce Avenue from Washington Way to Broadway. The second phase of construction to improve the 1300 block of Commerce will also be completed in 2015. This proposal will complete the third and final phase of construction to improve the 1200 block of Commerce in 2017 using Community Development Block Grant (CDBG) Program funds allocated in 2015 and 2016.

5. Please list start and completion date by Month, Day and Year:

Complete the “Project Timeline” (included at the end of this application) detailing project tasks and dates. This will be a part of your contract goals should your project be selected.

Project Start Date (mm-dd-yyyy) 04/01/2017

Project Completion Date (mm-dd-yyyy) 07/01/2017

Problem Impact and Severity

6. What is the effect on the community as a whole or upon individuals? Note current and anticipated consequences if the problem continues. Also list the number of low and moderate households affected.

The City of Longview completed a Downtown Plan and city-wide Comprehensive Plan that include numerous recommendations to revitalize the downtown business core. Insufficient lighting and pedestrian/bicycle access are two of the major deficiencies. The lighting improvements planned as part of this project improve safety and create ambience. LED upgrades, additional street light poles and fixtures better illuminate the entire corridor including pedestrian crossings. Provisions for holiday lighting in the street trees create a festive atmosphere year-round.

The sidewalk, crosswalk and ramp improvements will replace substandard surfacing to eliminate obstacles and tripping hazards and comply with ADA requirements. Traffic calming features like pedestrian bulb-outs improve visibility at intersections and reduce crossing distances. These improvements reduce congestion and allow pedestrian and bicycle traffic to flow safely.

Most of the housing units in the downtown district are rentals above commercial enterprises. The population is relatively young and extremely low income, with poverty rates in excess of 90% and unemployment exceeding 28%. Educational attainment is the lower of all Longview census tracts. Housing vacancy rates are extremely low with average rents around \$735.

The downtown faces a “chicken and egg” scenario in which additional housing would create the activity needed to support business but it is difficult to generate interest in market-rate housing without business activity. This project provides the revitalization effect necessary to improve economic vitality to support housing improvements downtown. It is expected to encourage private re-investment in the area and creates the business activity needed to support housing renovations. Additionally, the project provides connectivity to major community centers and introduces the concept of a theatre district which invites young professionals, older singles and couples seeking a more urban lifestyle.

7. How does this problem create a hardship for residents, a neighborhood, or economic development? How have local or state authorities noted the severity of the problem? Note public health and safety issues.

The downtown corridor often serves as the heart of the community, hosting community parades, car and art shows, and other events sponsored by the Longview Downtowners, local merchants, and the Longview/Kelso Chamber of Commerce. This area currently includes a coexistence of retail/commercial businesses, restaurants, and theatre/art facilities which serve the public throughout the day and evening hours. The area also serves the senior, disabled, and low income populations with upper floor apartments units and community service organizations. The community is drawn to the downtown business core but activities remain limited due to mobility and accessibility barriers. Sidewalk conditions are outdated and lack ADA accessibility, and access to buildings is often inadequate and deters the elderly and handicap from patronizing the businesses in those buildings.

Local and state authorities have recognized the severity of the problem by awarding federal, state and local grants to the Phase I and II improvements. However, the financial undertaking of retrofitting a

1924 designed/constructed downtown infrastructure is massive and can only be accomplished in phases financially and economically.

Past Effort

8. What effort has your organization or other organizations made to resolve the problem?

Like most cities, Longview, has struggled to maintain activity and growth within its historical downtown. Once the center of activity, many downtowns have become obsolete. To prevent that from becoming reality in Longview, the City has endeavored to revitalize the original 1920's downtown business district by funding various studies and vitality reviews and encouraging public and private collaboration to improve this area. The Longview City Council recognizes the need and importance of the downtown business core through its revitalization initiatives.

The project is identified in the 2011-2013 Cowlitz-Lewis Economic Development District's Comprehensive Economic Development Strategy (CEDS), the 2013-2018 Cowlitz-Lewis Economic Development District's Comprehensive Economic Development Strategy (CEDS) Report, the 2011-2016 Six Year Transportation Improvement Program, the 2012-2017 Six Year Transportation Improvement Program, the 2013-2018 Six Year Transportation Improvement Program, the 2014-2019 Six Year Transportation Improvement Program, and the 2015-2020 Six Year Transportation Improvement Program.

The City has completed the first phase of construction and expects to complete the second phase in 2015. The third and final phase proposed in this application will be publically advertised for bids in 2017 after securing the remaining funds needed to complete the project.

Solution

Project Development

9. Did you attempt to collaborate the development of this project with other agencies? Which agencies were contacted and what was the outcome? What role is each agency playing?

In dedication to addressing the needs of our community, the City of Longview has been submitting funding applications to various entities for the design and construction of the Downtown Corridor Improvements since 2009. The corridor improvements touch on various issues including the economics, viability, historical, environmental, accessibility, transportation and growth of our community. The City of Longview has pursued funding in all financial arenas.

In 2010, the City secured a grant from Cowlitz County Rural Public Facility Funds to finance the design phase of the project in the amount of \$150,000. The design phase under this grant has been completed. In 2012, the City received state grants from the Public Works Trust Fund (PWTF) and Dept. of Ecology Low Impact Development (LID) programs totaling \$555,000. The City has also budgeted matching funds of \$215,000 to finance construction. In 2013, the City was awarded \$630,000.00 from the federally funded Transportation Alternatives Program (TAP) grant for construction costs associated with Phases I & II.

With the support of many stakeholders, the City continues to submit funding applications and seek financing for making these necessary community improvements to serve not only Longview citizens, but residents of other cities and Cowlitz County who come to downtown Longview for shopping and to participate in various events,

10. How do you propose to solve the problem? Please be specific, itemizing the various tasks you will undertake to solve the problem.

Phase III of the City of Longview's Downtown Corridor Improvements project consists of making enhancements to the city of Longview downtown business core. The project will create a pedestrian and bicycle friendly corridor by improving safety and mobility, upgrading street lighting, improving sidewalks and crosswalks by replacing the sub-standard surfacing, and upgrading substandard accessible pedestrian signals and curb ramps. This project will also improve access to public transit by providing accessible pedestrian routes near the River Cities Transit Center.

11. List all persons who would be involved during the development of this project and describe their project responsibilities. (Include names, titles, phone and e-mail.) (Responsibilities should include grant administration, project manager, developing partnerships, acquisition, overseeing construction, maintaining records, Davis-Bacon compliance, etc.

David Sacamano, LA served as project manager and senior landscape architect responsible for the preparation of design plans for the Downtown Corridor project. He brings regional experience in planning, designing, permitting and constructing urban landscapes and public open spaces. David's background includes master planning, landscape architecture, urban design, pedestrian facilities and sustainable design. He strives to integrate services across architecture, planning, and engineering disciplines to create dynamic, visually appealing and ecologically responsible projects. David has experience designing sustainable features such as rainwater harvesting systems, bioretention planters, xeriscape and native planting design. He believes in a collaborative approach to urban project which integrates art, architecture and landscaping into his design to create efficient, sustainable, long-term solution for urban, natural and community system.

Amy Blain, PE served as the City of Longview project manager for the design efforts. Ms. Blain was responsible for the overall project, providing daily oversight of progress and quality, and coordinating between team members and the landscape architect. Activities included design review, permit applications and follow-up, preparation of bidding documents and general project oversight.

Project Operation

12. Are you partnering with other organizations or businesses in this project? Will you have contracts with them? What roles will each organization or business play after the project is completed? Please submit letters from partnering agencies and/or businesses as supporting documentation.

No, the City of Longview is not partnering with any other organizations or businesses. The project will design, inspected and administered by the City of Longview Engineering Division, and all contracts will be made directly with the City of Longview.

13. List all persons involved in the operation of this project when completed and describe their responsibilities. (Include names, titles, phone and e-mail.) (Responsibilities should include case management, day-to-day management, partnerships in serving clients, etc., operations manager, and project owner.)

Jeff Cameron, PE is the Public Works Director for the City of Longview, and will provide staff leadership, coordination between departments, and technical and financial oversight for the project, as well as assisting with issue resolution on an as-needed basis. Approximately 5% of his time will be spent on this project.

Amy Blain, PE will serve as the City of Longview project manager for construction efforts. Ms. Blain will be responsible for the overall project, providing daily oversight of progress and quality, and coordinating between team members and the general contractor. Activities will include review of submittals, request for information, request for clarification, responses to unexpected field conditions, maintenance and oversight of project records and oversight of construction management and inspection. The project manager will provide progress reports and ensure compliance with permits, agreements and regulations. Approximately 50% of the project manager's work week will be appocated to the project (20 hours per week).

Tom Gorman will assist with construction management and oversight of inspection efforts, including routine inspections as needed and assisting with resolving issues that arise in the field. He will spend approximately 12 hours per week on the project during constuction, or 30% of his work week (12 hours per week).

Troy Cole will be lead inspector during construction and spend approximately 50% of his time (20 hours per week) on the project during construction. As lead inspector, he will be responsible for inspection, documenting the work is completed in accordance with the approved plans and specifications, and maintaining a continuous daiyl record of construction activity including progress, issues identified and resolved, quantities, percent completion and testing. Additional activities will include site inspection, surveying support and grade checking.

Sandy Meyers will serve as the office engineer, assisting with the monthly pay estimates, managing certified payroll review and related documentation, and preparing payment vouchers and related paperwork to funding agencies. Ms. Meyers will spend appromimately 30% of her time (12 hours per week) on the project.

14. For Community Facilities: Complete and attach the separate 5-year Operations Budget.

Not applicable.

15. Facility Fees for Residents: If you are requesting funding for a community facility or a public facility the service and/or admission fees must not preclude low and moderate income residents from using the facility. Please itemize all fees for services to low and moderate income residents as compared to charges for moderate-income residents.

(This will be part of your contract should funds be awarded. You will need to document low-moderate user incomes and fee schedules for 5 years.)

The public facility requested herein to be improved is public infrastructure with is used and enjoyed by the public at no charge. The infrastructure improvements made under this project will provide a safer public environment for all residents regardless of income, age or ethnicity to attend public events in the downtown core of their City.

16. How will this project improve the quality of life for low- and moderate-income persons in relation to the stated needs or problem? OR How will this project improve the neighborhood or area? Note short-term and long-term outcomes.

As stated earlier in Question #7, this area currently includes a coexistence of retail/commercial businesses, restaurants, and theatre/art facilities which serve the public throughout the day and evening hours. The area also serves the senior, disabled, and low income populations with upper floor apartments units and community service organizations. Residentially, the overall safety of this area directly affects the quality of life for the low and moderate income persons as they access these buildings, utilize sidewalks and walk under the street lights daily to their upper level homes.

Short term – the downtown core will be retrofitted with ADA compliant sidewalks, smooth walking surfaces, street lights, and necessary storm drainage to provide a safer environment.

Long term - encourage business owners to develop and improve properties, especially the upper floors, and encourage more residents to locate in Downtown.

17. What activities would still need to be undertaken after the project is completed in order for the problem to be fully addressed? Quantify where possible.

Subsequent phases will be needed to complete the project.

Households Benefiting

18. Area Benefit: What is the total number of all households that will benefit from this project? (Area-wide benefit must cite low-income 2010 U.S. Census Tract as noted in the HOME/CDBG Consolidated Plan)

Census Tract 21 = 160 residents.

Approximately 160 units plus community population 35,000

19. Individual Benefit: What is the number of low-income individuals or households by median income that will directly benefit from this project? Use current HUD Income Limits for family size.

Individuals or Households (*circle one*)

At or below 30% Median Income: _____

At or below 50% Median Income: _____

At or below 80% Median Income: _____

Total number Low-Income Served _____

Budget

20. Explain why CDBG funds are appropriate for your project. If this application is for a program currently receiving CDBG funding, discuss what action you have taken and what other funding sources have been investigated in the last 12 months to reduce your organization's dependence on City of Longview CDBG funds.

This project is located within a Low/Moderate Income tract. It will directly benefit the handicap, elderly and low income residents living in the downtown core.

21. What agency funding will you commit to this project? If none, why not?

\$200,000 by the City of Longview in 2016.

22. If one or more funding sources listed below is not realized, what impact would this have on your project? Explain what changes would be considered to its scope or design, including the number of families served, structure(s) constructed, delays in construction start date, etc. and whether your project would exist without CDBG funding.

23. Complete and attach the separate CDBG Budget Form.

Complete the budget form showing all sources and uses of funds related to your project.

24. Sources and Uses Fund Statement / Budget Form Narrative

a. Please list all funding source(s), intended uses, and amounts from your budget form. Identify if the source is Federal, State, Local, or Private.

b. Identify which sources are proposed and which sources are committed and your timeline to secure funding.

c. **Supporting Documentation: List and attach “Sources of Funds” supporting documentation noted under Question #25.**

d. **Supporting Documentation: List and attach “Uses of Funds” supporting documentation noted under Question #25.**

Attachments

25. Required Attachments

Exhibit A.

Project Timeline (*Note: Funding is available in November following project submittal. Please plan accordingly.*)

Exhibit B.

Project Budget (*Note: Show all funding sources and note if they are committed or not committed. List date when commitment will be confirmed.*)

Exhibit C.

Project Documentation

Exhibit D.

Operating Proforma (Rental Housing Projects)

Exhibit E.

Marketing Plan (Housing Projects)

Exhibit F.

5-Year Operations Budget (Community Facilities Only)

Agency Financial Audit by e-mail

Send in most recent independent audit by email

Detailed Cost Estimates

Provide Specific costs for project itemized to show project cost analysis

Exhibit A

Project Timeline

Detail Tasks for Project	Start Date	Completion Date
	Month Day Year	Month Day Year
Review Design/Bid Specification/Plans	6/1/2016	12/31/2016
Advertise Project	1/1/2017	1/31/2017
Bid Opening/Bid Award	2/1/2017	2/15/2017
Contract Execution	3/1/2017	3/15/2017
Construction	4/1/2017	7/1/2017

SUBMIT THIS FORM WITH THE APPLICATION

CDBG Budget

	Project Duration Months:					Total
	Source 1	Source 2	Source 3	Source 4	Source 5	
	CDBG 2015	CDBG 2016	Local 2016			
Commitment Dates						
Project Management (Project Manager, Consultant Fees, Subrecipient Fees)						
Architectural Fees						
Engineering Fees						
Acquisition						
Related Costs & Fees						
Demolition						
Relocation						
Architectural Barrier Removal						
Housing Rehabilitation						
Water / Sewer Side Connections						
Sewer Improvements						
Water Improvements						
Street Improvements						
Fire Protection						
Public Facility						
Community Facility						
Commercial/Industrial Facility						
Economic Development						
Micro Enterprise						
Special ED Activity (loan/grant)						
Comm Based Development Org						
Revolving Loan Fund Program						
Historic Preservation						
Prevent/Eliminate Slum & Blight						
Public Services						
Planning						
Local Match to State/Fed Grant						
Other, List: Permits/Fees						
Other, List (sdwk, light'g & storm)	\$201,597.00	\$200,000.00	\$200,000.00			\$601,597.00
Other, Sales Tax						
Contingency						
Total:	\$201,597.00	\$200,000.00	\$200,000.00			\$601,597.00
Date Completed:	7/1/2017	7/1/2017	7/1/2017			