Application Requirements

Without evidence of the following, projects will not be eligible for consideration.

1. Project applications MUST be complete and contain all supporting materials as outlined in the application.
2. Projects MUST include a letter of support from the corresponding Rural Planning Organization (RPO) or Metropolitan Planning Organization (MPO/TPO).
3. Project applications MUST be accompanied by a letter of support from the county or municipal legislative body and a written acknowledgement of 5% local match and future maintenance responsibility. The Multimodal Access Grant is a reimbursable program. Local governments are required to pay 100% of all project invoices up-front prior to seeking reimbursement of the 95% state share.

Instructions

- Please provide one (1) electronic copy in pdf form of your complete application by the deadline of September 28, 2018 (4:00 PM Central). **NOTE:** TDOT’s mailbox limit is 15MB per email. Applications should be submitted by the respective RPO or MPO Coordinator to TDOT’s Multimodal Division at TDOT.MultimodalPlanning@tn.gov
- Attach pages to the completed application as necessary such as support letters, any planning documents, engineering plans, feasibility studies, reports, etc.
- Address all questions and criteria as concisely as possible. Provide attachments if additional space is needed. If you are unsure of any question or criteria, please contact Byron Head, Transportation Program Monitor, by phone at 615-837-5463 or by email at byron.c.head@tn.gov.
PART I

I. Project Information

1. Project Title: Munford Pedestrian Connections of Community Places
2. MPO/RPO: West Tennessee RPO
3. Name of Applicant (County or City): City of Munford, Tennessee
4. Termini/Intersection (ex. Main Street from 1st Street to 5th Street):
   SR-206/SR-178 intersections to Crigger Street and South Main/Giltedge Road

5. Applicant Contact Information:
   Contact Name: The Honorable Dwayne Cole
   Contact Title: Mayor of Munford
   Mailing Address: 1397 Munford Ave.
   City and Zip Code: Munford, TN 38058
   Email Address: dcole@munford.com
   Phone Number: (901) 837-0171

6. Funding

   Total Amount of Funding Requested:
   State (95%) $ 897,926.48 Local (5%) $ 46,732.97
   Total: $ 944,659.45

   Applicants MUST fill out the attached Budget Template (Part II) in order to show a breakdown in project costs. Access recent TDOT average unit prices by item number at https://www.tn.gov/content/tn/tdot/tdot-construction-division/transportation-construction-division-resources/transportation-construction-price-information.html

   Has the community sought funding from other sources for this project? Yes ☐ No ☑

   If yes, list the source(s) of funding that was sought:
In some cases, TDOT may consider funding a portion of the proposed project. Would the applicant consider accepting a reduced project scope/amount of funding?

Yes ☐ No ☐

If yes, how would you revise the project scope and/or limits?

The pedestrian facility would begin at the intersection of SR 206 and SR 178 and continue as far as available funding allows, and terminate at a logical point, such as the intersection of Munford Avenue-Extended and Crigger Street. The brick paved pedestrian crossings at the two 4-way intersections could be scaled back (with painted crosswalks) and still achieve the primary multimodal objectives.

7. Project Eligibility:

Please check only those eligibilities that apply. Please Refer to TDOT’s Multimodal Project Scoping Manual for further guidance regarding appropriate facility type.

☐ Pedestrian crossing improvements, including signage, signalization, median pedestrian refuge islands and crosswalks
☐ Shoulders
☐ Sidewalks
☐ Bicycle Lanes (on-road facility delineated with pavement markings and signs)
☐ Improvements that address requirements of the Americans with Disabilities Act
☐ Multi-use paths located within the transportation corridor. Multiuse paths (pedestrian plus bicycle traffic) must be a minimum of 10 feet wide.
☐ Pedestrian-scale lighting
☐ Bus shelters and concrete pads
☐ Road diets or traffic calming measures that enhance bicycle and/or pedestrian safety
☐ Separated bicycle facilities
☐ Park and ride facilities for carpooling or access to transit
☐ Bus turnouts
☐ Utility Relocation (eligible as a project component if utilities are located on private property or as part of an urban revitalization plan)
☐ Other (Please explain):

Roadway improvements.
8. Project Description:

Please provide a brief description (include termini and length) of the proposed project and the scope of all work to be performed. Applicant must illustrate the project’s relationship to surface transportation in the project proposal. On a separate sheet, include a map(s) of the project area. Color photos of existing conditions are required.

The project will begin at the existing sidewalk at the intersection of SR-206/Munford Avenue and SR-178/Tipton Road -- which is the town’s "City Center" -- and nearby intersection of SR-178 and Main Street. Pedestrian access connections will be along both Munford Ave-Extended and Main Street to the Crigger Street area (the new business district).

Existing sidewalks connect nearby neighborhoods to Munford’s downtown but do not currently extend to the newer (and major) retail establishments that provide essential goods and services to local residents.

The project will consist of sidewalks, crosswalks, and handicap accessible curb ramps.

The proposed sidewalks will be on the west side and south side of our City Center and provide connectivity to the new (major) commercial center. That district contains the town’s leading supermarket (Naifeh’s), south Tipton County’s leading department store (Haddad’s), the local Fred's discount store, and nearby service providers (insurance, medical, hair care, etc.). These businesses offer essential services to many in the community, including the primary location for food, household items and supplies, clothing, home appliances, hardware and maintenance services.

This project may be combined with Munford’s Transportation Master Plan proposed straightening of Munford Avenue Extended (between City Center and Crigger Street) thereby improving traffic flow and safety, and supporting further multimodal improvements (as illustrated on page 21 of this document).
II. Evaluation Criteria

9. Safety: (Up to 30 points)

Please provide a brief description of how the proposed project will improve safety for pedestrians, bicyclists, and other transportation users.

Currently there is no safe pedestrian path connecting Munford's city center – the 4-way intersection of SR-178 and SR-206 -- and the leading essential retail establishments in nearby downtown Munford. The existing sidewalk connects our residential neighborhoods to that "city center" intersection but goes no further. As these businesses grew, their focus was on car traffic and parking, but not on maintaining pedestrian access.

These leading retail establishments are Nafieh’s Supermarket (the only one in Munford), Fred’s convenience/discount store, Haddad’s Department Store, (a large multi-purpose "4th generation" business serving South Tipton County), and the local Regions Bank branch, as well as haircare, family dentistry, insurance, and related service businesses.

The attached photos illustrate the limited pedestrian access at these establishments. Pedestrians must either walk in the road surface or across multiple parking lots, often in conflict with vehicular traffic. This poses a safety problem for both pedestrians and motorists. Those using strollers, wheel-chairs and other wheeled carriers face an even more dangerous situation and also create additional hazards for car and truck traffic.

The project will provide ADA compliant pedestrian sidewalk facilities that are separated from the road by curb and gutter, and connect Munford’s "city center" at (1) the intersections of SR-206/SR-178, and (2) the intersection of SR-178 and Main Street -- to the new major retail centers nearby.

Note: the brick paver cross-walks will be vehicular rated pavers and not "stamped asphalt". The pavers provide a significant aesthetic to help distinguish the downtown corridor from other parts of town that would have painted cross-walk striping. Installation of the pavers will be per the manufacturer’s directions and ADA accessible (ADA friendly).

10. Connectivity: (Up to 25 points)

Please provide a brief description of how the proposed project will increase connectivity among a mixture of land uses and activity centers such as transit, residential neighborhoods, low-income housing, medical facilities, schools, retail, parks, employment centers, etc. Please include a color map that demonstrates these connections with your application.

This project will provide the essential (and missing) link between "old downtown" and the "new" emerging downtown -- as part of our goal of achieving a "highly walkable" City and community.

It will connect the newer major retail establishments with Munford's historic downtown: City Hall, Post Office, Library, Fire/Police, senior center, veteran's center, parks, grocery/supermarket, department and hardware stores, automotive services, banks, dental clinics, insurance providers and churches.

It will pass through the newer commercial district that was designed solely for car and truck traffic, and add the essential (and safe) pedestrian access connectivity. It will also provide residents in the oldest neighborhoods with walking access to our parks, particularly City Park, our miniature "version" of the Boston Common, with its large open space, walking/jogging track and gazebo -- the site of many regional events (July 4th celebration, governor/US senator visits)
11. Local Priority: (Up to 10 points)

Is this project identified in state and/or local plans (including, but not limited to, Bicycle and Pedestrian Master Plan, ADA Transition Plan, Long Range Transportation Plan, Corridor Study, etc.)?

Yes ☑ No ☐

If yes, please list the date and name of plan(s). Please provide evidence documenting inclusion of proposed project in the listed plans. This can be a copy of a page from the plan where the project is listed; you do not have to include the entire plan.

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal/Regional Major Road Plan Munford TN</td>
<td>5/24/2011</td>
</tr>
<tr>
<td>Surface Transportation Master Plan Munford, TN</td>
<td>August 22, 2016</td>
</tr>
</tbody>
</table>

Does your municipality have a Private/Public Sidewalk Installation Program, New Development Sidewalk standard, or Annual budgeted Sidewalk Project List? If yes, please explain.

Yes ☐ No ☑

Regarding the proposed project, please describe any public involvement meetings or partnerships that demonstrate coordination between local governmental agencies (i.e. Planning, Public Works, Transit Agency, etc.) and the public.

This recent series of meetings continues the public input process that began in 2015/2016 during the development and release of the Master Transportation Plan. During the progress of the Munford Transportation Land Use Master plan, several local agencies have been brought together to exchange information and to form a steering committee. These include key aldermen, public works, County GIS, and City Engineer.

This working group has now been joined by key residents and businessmen, who have formed the Munford Vision Committee focusing on the revitalization of Munford's downtown business district. Most recently, this application follows five public meetings during 2018 with Munford residents and business owners, to review the planned route of the project and its impact on transportation, safety, economy and community development.
12. **Project readiness**: (Up to 25 points)

Has any level of environmental or preliminary engineering work been completed?

Yes ☐ No ☑

If yes, please provide a brief explanation.

However, we have worked with a consulting engineering and planning firm to develop preliminary working drawings and potential costs for the project.

Is all land necessary for the project publicly owned or leased? Yes ☐ No ☑

Is any part of the project to be constructed inside State or Federal highway right-of-way? Yes ☐ No ☑

Will the project impact an existing or eligible National Register Historic Site or District? Yes ☐ No ☑

Does the project include a pedestrian/bike bridge or tunnel or impact an existing TDOT structure? Yes ☐ No ☑

Does the project exist within 200-ft or a railroad or will any part of the project impact a rail line? Yes ☐ No ☑

13. **Economic Impact**: (Up to 10 points) How will this project aid economic development in the community or serve economically disadvantaged populations?

Connecting Munford's reemerging downtown business district, and at the same time, connecting it to our single and multifamily neighborhoods -- will contribute to (1) growth in local business revenue, and (2) a rise in property values -- both residential and commercial. This is further reinforced by providing those residents with pedestrian access to City Services, parks, schools, churches and downtown business "incubator" buildings.

This will advance the goal of -- and the "branding of -- Munford as a "highly walkable" community and enhance the visual and safety aspects of Munford's primary business district adjacent to our primary SR-206 and SR-178 transportation corridors.

This project will also enhance accessibility, sustainability, fitness and energy savings, all of which are positive economic and "quality of life" values, thereby making Munford more economically vital, more appealing to new residents of all ages, and more attractive for commercial and residential development.
MUNFORD - MULTIMODAL
Estimated Project Costs

Line items can be added or deleted as needed for any stage; however this is the format in which the budget must be submitted.

**INSTRUCTIONS:** List all items necessary to develop and construct the project. The applicant is responsible for verifying all costs for accuracy. Cost overruns will be solely the responsibility of the Local Government (Responsible Charge). This budget form may not be duplicated without permission.

**LOCAL PROJECTS:** Please note that the % match from the local government is cash only. In-kind match is not allowed. Also, all projects must be competitively bid and awarded to the lowest responsive bidder.

### Preliminary Engineering/Design/Environmental (PE)

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<th>ITEM DESCRIPTION</th>
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<th>QUANTITY</th>
<th>UNIT PRICE</th>
<th>TOTAL</th>
<th>% STATE FUNDS</th>
<th>% LOCAL EXPENSE (Cash Match Only, Non-Reimbursible)</th>
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<td>Environmental Documentation, Preliminary Design Plans (Up to 80% of total PE budget)</td>
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**SUBTOTAL** $87,900.00 $83,210.50 $4,379.50

### Right-of-Way/Utilities (ROW)

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<th>% STATE FUNDS</th>
<th>% LOCAL EXPENSE</th>
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**SUBTOTAL** $6,800.00 $6,460.00 $340.00

### Construction (CONST)

All projects must be competitively bid and awarded to the lowest responsive bidder.

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<th>UNIT PRICE</th>
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<th>% STATE FUNDS</th>
<th>% LOCAL EXPENSE</th>
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<td>TDOT Materials &amp; Testing</td>
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<td><strong>Construction Engineering Inspection (CEI) and Contract/Construction Administration</strong></td>
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* Relocation of utilities is eligible for reimbursement if and only if one of the following conditions are met: 1) The relocation is caused by this project and the utilities to be relocated are on private property, or 2) the relocation is caused by this project and is listed in a current urban revitalization plan. If these conditions are met, reimbursement is limited to 33% of eligible and reimbursable construction costs. Please insert the budget for the relocation work in the construction budget.

**Landscaping is limited to 25% of eligible and reimbursable construction costs and must be necessary to this project only.

*** The CEI Estimate may not exceed 20% but can be decreased by the local agency at their discretion depending on the scope and complexity of the project. If contract administrative duties are performed by a private firm other than the contracted CEI consultant, this firm must still be TDOT pre-qualified and a copy of the fully executed contract between them and the CEI consultant must be sent to TDOT electronically. Costs for contract administration must be included within the CEI budget.
August 27, 2018

Ms. Jessica Wilson
Bicycle and Pedestrian Coordinator
Division of Multimodal Transportation Resources
Tennessee Department of Transportation
505 Deaderick St., James K. Polk State Office Building
Nashville, TN 37243

Dear Ms. Wilson,

The City of Munford is pleased to present our application for the 2018 Multimodal Access funding from the Tennessee Department of Transportation. This is part of our goal of positioning Munford as a “highly walkable” community. The critical component is a continuous pedestrian link between our historic downtown and the new growing business district in proximity to the SR-178/SR-206 intersection, and the groceries, stores and service providers nearby. This “highly walkable” goal is a main feature of our transportation master plan – now in progress.

The City is requesting funds to construct a sidewalk connection linking the SR-206/SR-178 intersection (Munford Avenue and South Tipton Road) to the Haddad’s/Naifeh’s/Fred’s retail center. This will close the quarter-mile gap in the current sidewalk that goes to our historic downtown but stops at the SR-206/SR-178 intersection.

This sidewalk extension will also connect single family and multifamily housing to the downtown business districts, and also to our schools and parks – particularly City Park with its large public open space, walking/jogging track and scenic gazebo – built in 1984 as Munford’s “version” of the Boston Common. And very important – it will address the current safety hazard created by pedestrians walking in streets and parking lots west of the SR-206/SR-178 intersection, endangering both them and motorists.

The City held a Public Information Meeting on August 27, 2018 to discuss this project and multimodal application. The Board of Mayor and Aldermen met on Aug. 27, 2018 and passed a resolution supporting this multimodal application and committing the 5% local share towards this project. The City is fully committed to maintaining the connector as part of the City’s ongoing maintenance program.

Your favorable review and consideration of this project is appreciated. Should you have any questions please do not hesitate to contact me at 901-837-0171.

Sincerely,

Dwayne Cole
Mayor
RESOLUTION: 2018-08-01

A RESOLUTION APPROVING AND SUPPORTING THE SUBMISSION OF MULTIMODAL GRANT APPLICATION TO THE TENNESSEE DEPARTMENT OF TRANSPORTATION.

WHEREAS, the Tennessee Department of Transportation has a responsibility of the administration of the Multimodal Access Grant which is designed to assist communities in their efforts to develop pedestrian, bicyclists, and other non-motorized forms of transportation; and

WHEREAS, the City of Munford, acting by and through its Board of Aldermen proposes to apply for 2015 Multimodal Access Grant funds for the purpose of performing eligible transportation activities that will benefit the majority of the residents of the City of Munford; and

WHEREAS, the City of Munford will provide local financial support in conjunction with the Multimodal funds to complete the project; and

WHEREAS, the City of Munford, as a recipient is required to designate and appoint a Financial Officer to perform certain duties in the administration of said grant.

NOW, THEREFORE BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Munford, Tennessee, as follows

THAT, Mayor Dwayne Cole is hereby authorized to execute and submit an application with appropriate assurances to the State of Tennessee, Department of Transportation, requesting Fiscal Year 2018 Multimodal Access Grant funds for the design and construction of the Munford Pedestrian Connections of Community Places.

THAT, The City of Munford will be responsible for the local cash/match toward the project to be provided in full by the general fund account.

THAT, Mayor Dwayne Cole be and is hereby designated and appointed as Financial Officer and to perform on behalf of the City of Munford Tennessee, those acts and assume such duties as are consistent with said position.

THAT, This Resolution takes effect immediately upon its passage and approval, the public welfare requiring it.

READ and ADOPTED this the 27th day of August, 2018.

Mayor, Dwayne Cole

City Recorder, Sherry Welvington
NOTICE OF PUBLIC MEETING

The City of Munford will conduct a Public Meeting on Monday, August 27, 2018 in the Board Room of the Munford City Hall at 6:30 p.m. The purpose of the meeting is to provide information to the public on the Tennessee Department of Transportation Multimodal Access Program. The City of Munford is planning to apply for funding under this program. Citizens are encouraged to attend and comment on proposed projects.

Persons with questions and any persons with disabilities requiring special accommodations should contact Peter Colvin, City Administrator (901) 837-5953.

The City of Munford does not discriminate on the basis of race, color, religion, sex, national origin, age, familial status, or disability. The City of Munford complies with Title VI-Civil Rights of 1964; 49 CFR, Part 26.

Dwayne Cole
Mayor
MUNFORD TRANSPORTATION MASTER PLAN
“TOWN CENTER” CONCEPT SKETCHES

Downtown Master Plan
Downtown Perspective Sketches

This sketch is an aerial view of Tipton Street, looking north from Main Avenue. This view shows pedestrian scale street lights with banners, benches, trash receptacles, and brick paved crosswalks.

Downtown Master Plan
Downtown Perspective Sketches

This is a perspective sketch of Tipton Street looking south from East Main Street. This view gives an on-the-ground look at the potential streetscape improvements for Munford’s downtown area. Shown here are street trees in berm out planters, pedestrian scale street lighting, and brick paving enhancement of the crosswalks.
Munford’s current “Town Center” at or near the Intersection of SR-206 and SR-178 where the current sidewalk ends. These views are looking north.

The new Business District is 0.2 mile to the west (to the left of these views, see next pages).
The “New Retail District” -- the terminus of the proposed new sidewalk starting at town center and running west along SR-206 (Munford Avenue) to Crigger St.
These photos show route of proposed new sidewalk along SR-178 (South Main Street). That is, the proposed (improved) pedestrian approach from the Munford Post Office intersection at SR-178 (South Tipton and South Main) to the new Business District at Crigger Street and SR-178.
This sketch is another view of Tipton Street, looking north from Munford Avenue. This view shows pedestrian scale street lights with bollards, benches, trash receptacles, and brick-paved crosswalks.
This is a perspective sketch of Tipton Street looking south from East Main Street. This view gives an on-the-ground look at the potential streetscape improvements for Munford’s downtown area. Shown here are street trees in bump-out planters, pedestrian-scale street lighting, and brick paving enhancement of the crosswalks.
In this second concept option for downtown Munford, everything is nearly the same as in Option 1, and all of the principles and ideas outlined in the prior page still apply for this option. The key difference is in the routing of Gildedge Road. In this option, Gildedge Road stays in its existing alignment, but widens to a three-lane cross section with the addition of a left turn lane. The purpose of keeping this alignment is to take into account future plans for the existing parcel of land at the northeast corner of the East Main Street intersection. In addition to the changes in Gildedge Road, East Main Street widens to three lanes to incorporate a center turn lane starting west of Gildedge all the way to east of the realigned Munford Avenue intersection.
This plan provides a closer look at a specific area of downtown, the area of Tipton Street between Munford Avenue and East Main Street. This view gives more detail of the streetscape, showing bump-out planting areas with trees, brick sidewalk and crosswalk pavement, and pedestrian-scaled street lighting. Further elements that could be added are benches, trash receptacles, and decorative regulatory and street sign posts. The primary purpose of these improvements is to enhance the pedestrian environment and make it safer. These improvements also enhance the downtown scene and atmosphere, and can encourage more activity and private investment in a downtown area.
6. MASTER PLAN IMPLEMENTATION

Description

Following is a list of possible funding sources for future projects to implement the tenets of this master plan. Multimodal transportation projects can be funded by government grants along with private monies, or a combination of both. This section outlines various funding sources and how to apply for them.