



Department of Land Conservation and Development

2019-21 TECHNICAL ASSISTANCE GRANT APPLICATION

Please complete each section in the form below. Type or write requested information in the spaces provided. **Submit completed applications by October 1, 2019.**

Date of Application: September 30, 2019

Applicant: City of Woodburn

(If council of governments, please also include the recipient jurisdiction name if applicable)

Street Address: 270 Montgomery Street

City: Woodburn

Zip: 97071

Contact name and title: Jamie Johnk, Economic Development Director

Contact e-mail address: Jamie.johnk@ci.woodburn.or.us

Contact phone number: 503-980-6319

Grant request amount (in whole dollars): \$120,000

Local Contribution (recommended but not required): \$24,000

Project Title:

Southwest Industrial Reserve (SWIR) Development Planning Project

Project summary: (Summarize the project and products in 50 words or fewer)

The City spent nearly 15 years completing the land use process to bring the 188-acre Southwest Industrial Reserve (SWIR) property into the urban growth boundary (UGB). The region's development-ready industrial land is in limited supply and Woodburn's SWIR has tremendous opportunity for traded-sector investment and job creation.

Project Description & Work Program - See Attached

Please describe the proposed project, addressing each of the following in an attachment.

A. Goals and Objectives. State the goals or overall purpose of the project. Describe particular objective(s) the community hopes to accomplish. Please indicate whether this is a stand-alone project or is part of a longer multi-year program. If it is the latter, describe any previous work completed, subsequent phases and expected results, and how work beyond this project will be funded.

B. Products and Outcomes. Clearly describe the product(s) and outcome(s) expected from the proposed project. Briefly describe any anticipated significant effect the project would have on development, livability, regulatory streamlining, and compliance with federal requirements, socioeconomic gains, and other relevant factors.

C. Work Program, Timeline & Payment.

1. Tasks and Products: List and describe the major tasks and subtasks, with:

- The title of the task
- Steps to complete task
- The interim and final products for each task

2. Timeline: List all dates for the project including tentative start date after the contract is signed, task completion dates, and project completion date. If the project is part of a multi-year program, provide an overview of the expected timelines in sequence of expected start dates and completion date for each phase and describe subsequent phases to be completed.

3. Payment Schedule: Develop a requested payment schedule showing amount of interim and final payments. Include the products that will be provided with each payment request. The payment schedule should generally include no more than two payments – an interim and final payment.

D. Evaluation Criteria. Include a statement in the narrative that addresses the program priorities and evaluation criteria presented in the application instructions (“Eligible Projects and Evaluation Criteria”).

E. Project Partners. List any other public or private entities that will participate in the project, including federal and state agencies, council of governments, city and county governments, and special districts. Briefly describe the role of each (*e.g.*, will perform work under the grant; will advise; will contribute information or services, etc.).

F. Advisory Committees. List any advisory committee or other committees that will participate in the project to satisfy the local citizen involvement program.

G. Cost-Sharing and Local Contribution. DLCD funds are only a part of overall project costs; please identify sources and amounts of other funds or services that will contribute to the project’s success. Cost-sharing (match) is not required, but could be a contributing factor to the success of the application.

Will a consultant be retained to assist in completing grant products? Yes No

Local Official Support - See Resolution Attached

The application ***must include a resolution or letter from the governing body*** of the city, county, district, or tribe demonstrating support for the project. If the applicant is a council of governments on behalf of a city, a letter or resolution from the city council supporting the application must be included. *The application will not be complete if it does not include this item.* The letter of support may be received by DLCD after the application submittal deadline, but it must be received before a grant is awarded.

Product Request Summary

Product	Grant Request	Local Contribution	Total Budget
1	\$ <u>10,000</u>	\$ <u>2,400</u>	\$ <u>12,400</u>
2	\$ <u>30,000</u>	\$ <u>6,000</u>	\$ <u>36,000</u>
3	\$ <u>60,000</u>	\$ <u>12,000</u>	\$ <u>72,000</u>
4	\$ <u>10,000</u>	\$ <u>2,400</u>	\$ <u>12,400</u>
5	\$ <u>10,000</u>	\$ <u>1,200</u>	\$ <u>11,200</u>
6	\$ _____	\$ _____	\$ _____
7	\$ _____	\$ _____	\$ _____
8	\$ _____	\$ _____	\$ _____
TOTAL	\$ <u>120,000</u>	\$ <u>24,000</u>	\$ <u>144,000</u>

Submit your application with all supplemental information to:

Gordon Howard, Community Services Division Manager

E-mail (preferred): DLCD.GFGrant@state.or.us

Mail: Department of Land Conservation and Development
635 Capitol Street N.E., Suite 150
Salem, OR 97301

Phone: 503-503-934-0034

APPLICATION DEADLINE: October 1, 2019

Department of Land Conservation and Development

2019-21 TECHNICAL ASSISTANCE GRANT APPLICATION

City of Woodburn Southwest Industrial Reserve (SWIR) Development Planning Project

Project Description & Work Program

A. Goals and Objectives.

With a goal of establishing development-ready traded-sector employment land, the City spent nearly 15 years completing the land use process to bring the 188-acre Southwest Industrial Reserve (SWIR) property into the urban growth boundary (UGB). The region's development-ready industrial land is in limited supply and Woodburn's SWIR has tremendous opportunity for traded-sector investment and job creation especially due to its location adjacent to I-5.

Traded-sector development in the SWIR will provide jobs essential to economic vitality of the region and state. Development will, however, impact transportation systems in proximity to the SWIR, increasing the number of vehicles using state, county and local infrastructure. Assessing the infrastructure serving the SWIR, it was revealed that the OR 219/Butteville intersection does not meet mobility standards for increased volume generated by traded-sector development, creating a potential barrier. To determine improvements that would support industrial development, the City, County and ODOT are collaborating to identify design options, prepare draft-engineered plans, and cost estimates.

OR 219 serves as an east/west Major Arterial with Butteville Road serving as a north/south Minor Arterial, both vital to the regional transportation system. The City has completed updates to its Transportation System Plan (TSP) and identified the OR 219 and Butteville Road intersection as a "high priority" for enhanced traffic control improvements including intersection geometric considerations. These improvements are key to bringing traded-sector opportunities to the site.

The goal of the Southwest Industrial Reserve (SWIR) Development Planning Project is to analyze intersection enhancements that improve the navigability of OR 219, create safer access and junction at Butteville Road, and develop intersection design options to support future demands as traded-sector growth occurs.

Another important goal of the project is to estimate design option costs and develop funding sources for the improvements identified. Results of this project will provide the City, County and State with financing strategies to pay for the improvements.

This will be a single biennium project.

B. Products and Outcomes.

The City of Woodburn will lead the collaboration with Marion County and the Oregon Department of Transportation on the OR 219 and Butteville Road intersection analysis. A qualified consultant will be hired to analyze intersection improvements and develop design concepts addressing traffic impacts and safety concerns. The consultant will provide initial engineering on agreed upon improvements and prepare cost estimates for construction.

This proactive approach to planning infrastructure improvements and collaboration amongst the stakeholders (i.e., the City, County, and ODOT) will better position the Southwest Industrial Area for traded-sector development and job creation.

C. Work Program, Timeline & Payment.

1. Tasks and Products:

Task 1: Conduct Analysis of OR 219 and Butteville Road Intersection.

Consultant reviews the existing data and plans available on the intersection and compiles a report on findings and recommendations.

Final Product: Intersection Report Findings and Recommendations

Task 2: Develop Design Concepts of Intersection Improvements.

Project team explores two to three intersection design concepts that target traffic management and safety concerns. Consultant prepares a memo summarizing each concept and providing designs.

Final Product: Memorandum summarizing concepts, along with intersection designs

Task 3: Complete Initial Engineering.

Consultant completes initial engineering on the preferred design concepts and project team reviews and comments on the submittal.

Final Product: Engineered intersection designs (75%).

Task 4: Prepare Construction Cost Estimates.

Consultant prepares construction cost estimates for each preferred design based on initial, completed engineering work.

Final Product: Construction cost sheet for each design

Task 5: Identify Funding.

Identify financing tools most appropriate for the intersection improvements, resulting in a list of feasible funding opportunities and necessary partners.

Final Product: A table identifying funding resources, potential amounts, feasibility for competitive grants, and types of project funded

2. Timeline:

The project will take place in the 2019-2021 biennium. The timeline is preliminary and will be subject to review and change (as needed) once the award is granted and the consultant is hired.

Pre-Task Items: (December 2019 – February 2020)

- Develop scope of work based on tasks and grant award. (December 2019)
- Draft consultant RFP. (January 2020)
- Publish RFP. (January 2020)
- Receive and review RFP responses. (February 2020)
- Retain consultant; finalize scope of work and timeline. (February 2020)

Task 1 - Conduct Analysis of OR 219 and Butteville Road Intersection:
(March 2020 - April 2020)

- Collect and review relevant plans and documents. (March 2020)
- Prepare draft report. (March 2020-April 2020)
- Project Team reviews analysis and provides feedback. (April 2020)
- Final *Intersection Report Findings and Recommendations* (April 2020)

Task 2 - Develop Intersection Improvements Design Concepts: (May 2020 - July 2020)

- Consultant prepares two to three intersection design concepts for consideration and recommendation. (May 2020-June 2020)
- Project Team review initial design concepts. (June 2020)
- Consultant prepares draft Memorandum. (June 2020)
- Project Team review and revises Memorandum. (June 2020)
- Final *Memorandum* summarizing intersection design concepts (July 2020)

Task 3 - Complete Initial Engineering: (July 2020 - October 2020)

- Consultant prepares the initial engineering on the preferred design concepts. (July 2020-August 2020)
- Project Team review. (August 2020)
- Final *Engineered Intersection Designs (75%)* (August 2020-October 2020)

Task 4 - Prepare Estimated Construction Costs: (October 2020 - November 2020)

- Consultant prepares estimated construction costs for each preferred design based on the initial engineering. (October 2020-November 2020)
- Project Team reviews and comments. (October 2020)
- Final *Estimated Construction Cost* for each design (November 2020)

Task 5 - Funding Resources: (November 2020 - December 2020)

- Consultant identifies financing tools best suited to secure funding for the intersection improvements, resulting in a list of potential funding opportunities and key partners. (November 2020)
- Project Team reviews funding plan and comments. (November 2020)
- Final *Funding Resources Table* identifying funding resources, potential amounts, necessary partners, feasibility for competitive grants, and types of project funded. (December 2020)

Final Grant Closeout and Drawdown: (December 2020)

3. Payment Schedule:

Interim Drawdown (50%): Tasks #1, #2, and #3

Date: September 2020

Final Drawdown (50%): Tasks #3, #4 and #5

Date: December 2020

D. Evaluation Criteria:

The goal of this project is to spur traded-sector investment and create jobs. By analyzing safety enhancements to the hazardous OR 219 and Butteville Road intersection and potential improvements to OR 219 navigability, the project will support traded-sector growth. Developing construction cost estimates associated with the intersection design, and potential funding opportunities, allows the City, County and State to realize these road improvements.

The Southwest Industrial Reserve (SWIR) Development Planning Project meets the priorities of the DLCD Technical Assistance Grant program, including economic development promotion and providing infrastructure financing plans.

E. Project Partners:

The City will collaborate with Marion County and the Oregon Department of Transportation on the analysis and design of the OR 219 and Butteville Road intersection. During the project, outreach will be conducted with adjacent businesses, property owners, developers, and other stakeholders and/or interested parties to garner feedback on intersection designs.

F. Advisory Committees:

Once funding is awarded, we will establish a Project Team comprised of City, County, and ODOT staff, industrial landowners, and representatives(s) from adjacent traded-sector users of the intersection.

G. Cost-Sharing and Local Contribution:

Local in-kind contributions of \$24,000 include:

- City of Woodburn – Staff Time and Meeting Materials/Supplies: \$15,000
- Marion County - Staff Time: \$4,500
- ODOT – Staff Time: \$4,500

Attachments:

- Letters of Support:
 - Marion County
 - ODOT
 - Woodburn Area Chamber of Commerce
- Woodburn City Council Resolution 2141