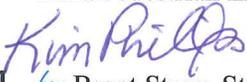


**DEPARTMENT OF TRANSPORTATION  
STATE OF GEORGIA**

**OFFICE OF DESIGN POLICY & SUPPORT  
INTERDEPARTMENTAL CORRESPONDENCE**

**FILE** P.I. # 0012640 **OFFICE** Design Policy & Support  
Gwinnett County  
GDOT District 1 - Gainesville **DATE** September 25, 2014  
SR 378 from SR 13/US 23 to  
CR 560/Indian Trail-Lilburn Road  
Bike/Pedestrian Improvements

**FROM**   
for Brent Story, State Design Policy Engineer

**TO** SEE DISTRIBUTION

**SUBJECT** APPROVED CONCEPT REPORT

Attached is the approved Concept Report for the above subject project.

Attachment

**DISTRIBUTION:**

Glenn Bowman, Director of Engineering  
Joe Carpenter, Director of P3/Program Delivery  
Genetha Rice-Singleton, Assistant Director of P3/Program Delivery  
Albert Shelby, State Program Delivery Engineer  
Bobby Hilliard, Program Control Administrator  
Cindy VanDyke, State Transportation Planning Administrator  
Hiral Patel, State Environmental Administrator  
Ben Rabun, State Bridge Engineer  
Kathy Zahul, State Traffic Engineer  
Angela Robinson, Financial Management Administrator  
Lisa Myers, State Project Review Engineer  
Charles "Chuck" Hasty, State Materials Engineer  
Mike Bolden, State Utilities Engineer  
Jeff Fletcher, Statewide Location Bureau Chief  
Brent Cook, District Engineer  
Justin Lott, District Design Engineer  
Neil Kantner, District Utilities Engineer  
Charles Robinson, Project Manager  
BOARD MEMBER - 7th Congressional District

**DEPARTMENT OF TRANSPORTATION  
STATE OF GEORGIA  
LIMITED SCOPE PROJECT CONCEPT REPORT**

Project Type: Bike/Pedestrian Improvements P.I. Number: 0012640  
 GDOT District: 1 County: Gwinnett  
 Federal Route Number: N/A State Route Number: 378  
 Project Number: N/A

*Shared use Path*  
**Project Description** – The Beaver Run Road ~~Multi-Use Trail Project~~ (Price Place to Indian Trail Road) is an infrastructure improvement plan in Norcross, Georgia that provides pedestrian and bicyclist accessibility through ADA compliant upgrades including a wider, buffered ~~multi-use trail~~, new curb ramps, high-visibility crosswalks, and new pedestrian signal heads.  
*1 Shared use path*

**Submitted for approval:**

*MT* MIKE RUSSELL/KIMLEY-HORN 6/5/2014  
 Consultant Designer & Firm or GDOT Concept/Design Phase Office Head & Office DATE  
JEP JEFF MILLER/CITY OF NORCROSS 6/5/2014  
 Local Government Sponsor (if applicable) DATE  
Albert Shelby 6.20.14  
 State Program Delivery Engineer DATE  
Chris Robinson 6/15/14  
 GDOT Project Manager DATE

*\* Recommendation on file*  
**Recommendation for approval:**

*\* Hiral Patel/KLP* 8/8/14  
 State Environmental Administrator DATE  
*\* Kathy Zakul/KLP* 6/30/14  
 State Traffic Engineer DATE  
*\* Ben Rabun/KLP* 7/8/14  
 State Bridge Design Engineer DATE

The concept as presented herein and submitted for approval is consistent with that which is included in the Regional Transportation Plan (RTP) and/or the State Transportation Improvement Program (STIP).

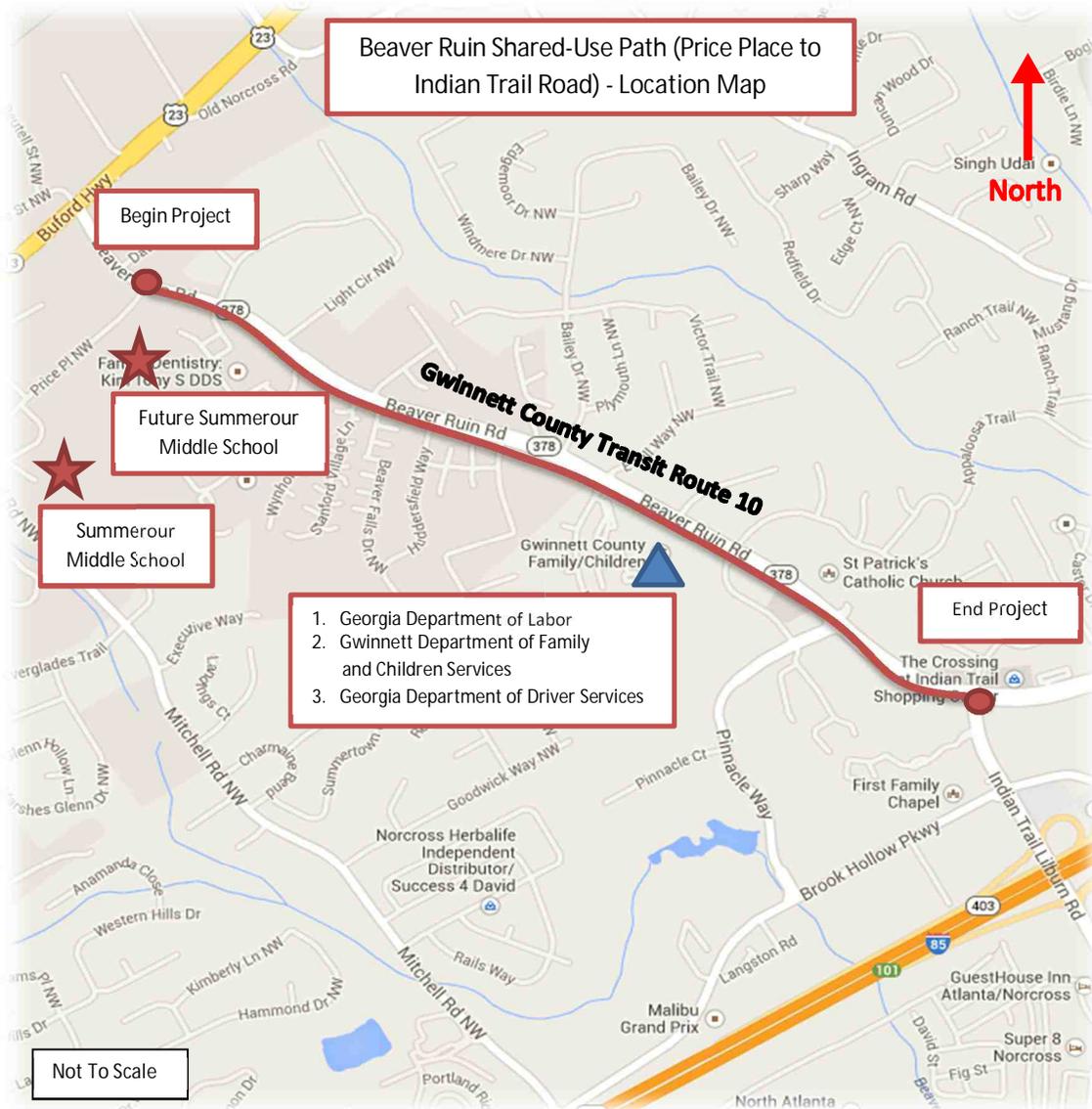
*\* Cindy VanDyke/KLP* 6/30/14  
 State Transportation Planning Administrator DATE

**Approval:**

Concur: Shen Bonn 9/19/14  
 GDOT Director of Engineering DATE

Approve: Allen M. M... 9/23/14  
 GDOT Chief Engineer DATE

## PROJECT LOCATION



Source: Google

Legend:

-  School Locations
-  Project Limits
-  Government Complexes

Project Location Map

Project Number: N/A  
P.I. Number: 0012640

Beaver Ruin Road SRTS  
Gwinnett County, Georgia

## PLANNING & BACKGROUND DATA

### Project Justification Statement:

The proposed project is a shared use path with an infrastructure improvement plan that offers pedestrian and bicyclist accessibility along Beaver Ruin Road in Norcross, Georgia. Summerour Middle School is located in the vicinity of the project at the corner of Mitchell Road and Price Place. The future site of Summerour Middle School, located at the corner of Beaver Ruin Road and Price Place, is currently under construction. The current Summerour Middle School building will be home to a new elementary school.

The dominant land use for this area is a variety of multi-family housing and single family housing with inter-mingled commercial business. As a result of predominant multi-family residential land use, over 200 students that live along Beaver Ruin Road walk or bike to Summerour Middle School on a regular basis. Existing sidewalks along Beaver Ruin Road do not provide adequate width for pedestrians and bicyclists. The purpose of this project is to provide connectivity to students, families, or other residents who bike or walk from adjacent neighborhoods to school, work, and other destinations through infrastructure installation along Beaver Ruin Road. This shared use path will be a part of a system of paths that will ultimately connect Norcross and Lilburn. Not only does it provide connectivity but also enables and encourages a healthy lifestyle for the community by providing a safe and convenient facility to all.

The Summerour Middle School, parents, City of Norcross, and Gwinnett Village CID have identified a need to improve the walking and bicycling network in the vicinity of the school. The project will provide pedestrian and bicyclist accessibility along Beaver Ruin Road through Americans with Disabilities Act (ADA) compliant infrastructure including a wider, buffered shared use path, new curb ramps, high-visibility crosswalks, and new pedestrian signal heads. Bicycle accessibility will also be improved, as the shared use path will be wide enough to accommodate cyclists.

### Existing conditions:

The project location runs along the south side of Beaver Ruin Road from Price Place to Indian Trail Road. This is about 1.7 miles of residences and commercial businesses. The posted speed limit is 35 MPH from Buford Highway to Chatham Circle, 45 MPH from Light Circle to Indian Trail Road, and 30 MPH in the School Zone. Beaver Ruin Road has two twelve foot travel lanes in each direction and one fifteen foot center lane from Price Place to Chatham Circle. From Chatham Circle to Indian Trail Road the center lane includes a concrete raised median and turn lanes. From Pinnacle Way to Indian Trail Road, southbound increases to three twelve foot travel lanes and northbound remains with two travel lanes. Crosswalks are provided along some of the driveways on the south side of Beaver Ruin Road, some of the Pinnacle Way/Beaver Ruin Road intersection crossings, and at Indian Trail Road/Beaver Ruin Road intersection. Sidewalks exist at five feet in width along both sides of Beaver Ruin Road from Price Place to Huddersfield Way and from Norcross Parkway to Indian Trail Road. Between Huddersfield Way and Norcross Parkway along Beaver Ruin Road, five foot sidewalks exist on the south side of Beaver Ruin Road. Major signalized intersections exist on Beaver Ruin Road at Pinnacle Way, Wexford Drive/ East Hill Way, and Indian Trail Road. There are no major structures along Beaver Ruin Road. Utility facilities included in the project area consist of gas (Atlanta Gas Light), power (Georgia Power, Walton EMC, Jackson EMC), water (Gwinnett County), telecommunications (AT&T, Comcast, Verizon), and traffic (Gwinnett County).

### Other projects in the area:

- 0010330- Median Work along SR 13 from SR 140 to SR 378
- M004938- Resurface & Maintenance along SR 13 from Dekalb County Line to CR 3761/Old Peachtree Road
- 0010629- TE-Bike/Ped. Facility- Norcross Pedestrian Connectivity @ 7 Locations
- 0012884- Bicycle/Ped. Facility along CR 417/CR 560/Indian Trail Rd From SR 378 to Church Road

Description of the proposed project:

The proposed project consists of 1.7 miles of pedestrian infrastructure improvements in Gwinnett County, Georgia along Beaver Ruin Road from Price Place to Indian Trail Road.

The project begins at the intersection of Price Place and Beaver Ruin Road and consists of a ten foot wide shared use path that runs along the south side of Beaver Ruin Road to Indian Trail Road. Five feet of additional width will be added to the existing five foot wide sidewalk on the southside of Beaver Ruin Road from Price Place to Indian Trail Road to complete the ten foot wide shared use path. The existing sidewalk will be reconstructed where necessary to meet current Public Rights of Way Accessibility Guidelines (PROWAG).

ADA compliant facilities including a wider, buffered shared use path, new curb ramps, and high-visibility crosswalks would be added across each driveway along the south side of Beaver Ruin Road. A midblock crosswalk with pedestrian refuge islands and a rectangular rapid flashing beacon would be installed along Beaver Ruin Road near Light Circle to alert drivers to crossing pedestrians. The existing pedestrian crossing would be upgraded across Price Place at Beaver Ruin Road to comply with ADA standards. The project would improve existing substandard pedestrian facilities at the intersections of Wexford Drive/Beaver Ruin Road and Pinnacle Way/Beaver Ruin Road by installing ADA compliant facilities including upgraded ramps, high-visibility crosswalks, and new pedestrian signal heads. The project proposes to improve connectivity for residents who are walking or biking from adjacent neighborhoods through the installation of new infrastructure along Beaver Ruin Road.

MPO: Atlanta TMA

MPO Project ID GW-382

Regional Commission: Atlanta Regional Commission

RC Project ID

Congressional District(s): 7

Federal Oversight:  Exempt  State Funded  Other

Projected Traffic: AADT

Current Year (2014): 34,140 Open Year (2017): 34,655 Design Year (2034): 37,720

Traffic Projections Performed by: Kimley-Horn and Associates, Inc.

Functional Classification (Mainline): Urban Minor Arterial Street

Complete Streets - Bicycle, Pedestrian, and/or Transit Warrants:

Warrants met:  None  Bicycle  Pedestrian  Transit

## DESIGN AND STRUCTURAL

Major Structures:

Structure ID	Existing	Proposed
<i>Retaining Wall</i>	<i>None</i>	<i>In order to create an ADA-accessible sidewalk and mitigate grade changes, new retaining walls are proposed at various locations on the south side of Beaver Ruin Road from Wexford Drive to Indian Trail Road.</i>

Mainline Design Features: Beaver Ruin Road

Feature	Existing	Standard*	Proposed
Typical Section			
- Number of Lanes	4	4 Minimum	No Change
- Lane Width(s)	12'	12'	No Change
- Median Width & Type	15' Flush	14' Flush	No Change
- Outside Shoulder or Border Area Width	7'	10-16'	15'
- Outside Shoulder Slope	2%	2%	No Change
- Inside Shoulder Width	N/A	N/A	No Change
- Sidewalks	5'	5'	10'
- Bike Lanes	N/A	N/A	No Change
Posted Speed	35-45 mph	35-45 mph	No Change
Design Speed	45 mph	45 mph	No Change
Min Horizontal Curve Radius	1696.83'	711'	No Change
Maximum Superelevation Rate	4%	4%	No Change
Maximum Grade	2%	2%	No Change

\*According to current GDOT design policy if applicable

Major Intersections: The signalized intersections along the corridor include the following:

- Beaver Ruin Road and Wexford Drive
- Beaver Ruin Road and Pinnacle Way
- Beaver Ruin Road and Indian Trail Road

Lighting required:  No  Yes

Transportation Management Plan [TMP] Required:  No  Yes  
 If Yes: Project classified as:  Non-Significant  Significant  
 TMP Components Anticipated:  TTC  TO  PI

Will Context Sensitive Solutions procedures be utilized?  No  Yes

Design Exceptions to FHWA/AASHTO controlling criteria anticipated: *None*

Design Variances to GDOT Standard Criteria anticipated: *None*

**UTILITY AND PROPERTY**

Temporary State Route Needed:  No  Yes  Undetermined

Railroad Involvement: *N/A – The project area does not include RR crossings or issues.*

Utility Involvements: Utility facilities located within the project limits include:

- Gas (Atlanta Gas Light)
- Power (Georgia Power, Jackson EMC)
- Water (Gwinnett County)
- Telecommunication (AT&T, Comcast, Verizon)
- Traffic (Gwinnett County)

SUE Required:  No  Yes

Public Interest Determination Policy and Procedure recommended (Utilities)?  No  Yes

Right-of-Way: Existing width: 75- 150 ft Proposed width: 90- 150ft  
Required Right-of-Way anticipated:  No  Yes  Undetermined  
Easements anticipated:  None  Temporary  Permanent  Utility  Other

Anticipated number of impacted parcels:	35
Displacements anticipated: 0	Total: 35
	Businesses: 16
	Residences: 19
	Other: 0

## ENVIRONMENTAL AND PERMITS

Anticipated Environmental Document:

GEPA:  NEPA:  CE  PCE

MS4 Compliance – Is the project located in an MS4 area?  No  Yes

Environmental Permits, Variances, Commitments, and Coordination anticipated:

Air Quality:

Is the project located in a PM 2.5 Non-attainment area?  No  Yes  
Is the project located in an Ozone Non-attainment area?  No  Yes  
Is a Carbon Monoxide hotspot analysis required?  No  Yes  
*(if any of the above are answered "Yes", additional analysis may be required)*

NEPA/GEPA Comments & Information:

- Historic resources – A complete survey will be required to comply with NEPA. It is likely that there are resources eligible for the National Register of Historic Places located within the area of potential effect for this project. It is anticipated that an Assessment of Effects will be needed with a No Adverse Effect determination made for these resources.
- Archaeology – There are no anticipated archaeological resources.
- Parks and recreation – None in project area.
- Wetlands and streams – To be determined.
- Endangered species – No habitat in project area (Pool Sprite, Black-Spored Quillwort, Northern Long-Eared Bat, and Georgia Aster are the species that are being studied.)
- Air & Noise – Additional analysis may be required
- Environmental Justice concerns- None anticipated

## COORDINATION, ACTIVITIES, RESPONSIBILITIES, AND COSTS

### Project Meetings:

Project Activity	Party Responsible for Performing Task(s)
Concept Development	GVCID/ Kimley-Horn and Associates, Inc.
Design	Kimley-Horn and Associates, Inc.
Right-of-Way Acquisition	GVCID/ City of Norcross
Utility Relocation	Utility Owners
Letting to Contract	GVCID/GDOT/City of Norcross
Construction Supervision	GVCID/GDOT/City of Norcross
Providing Material Pits	Construction Contractor
Providing Detours	N/A
Environmental Studies, Documents, and Permits	Kimley-Horn and Associates, Inc.
Environmental Mitigation	N/A
Construction Inspection & Materials Testing	GVCID/GDOT/City of Norcross

### Project Cost Estimate and Funding Responsibilities:

	Breakdown of PE	ROW	Reimbursable Utility	CST*	Environmental Mitigation	Total Cost
Funded By	GVCID & City of Norcross	N/A				
Federal Funding	\$100,000	\$80,000	\$40,000	\$756,000	None Anticipated	\$976,000
Local Funding	\$81,800	\$1,257,000	\$495,000	\$690,723	None Anticipated	\$2,524,523
\$ Amount	\$181,800	\$1,337,000	\$535,000	\$1,446,723	None Anticipated	\$3,500,523

\*CST Cost includes: 5% Construction Engineering and Inspection and 10% Contingency

## ALTERNATIVES DISCUSSION

Preferred Alternative: The proposed project consists of 1.7 miles of pedestrian infrastructure improvements in Gwinnett County, Georgia along Beaver Ruin Road from Price Place to Indian Trail Road.

The project begins at the intersection of Price Place and Beaver Ruin Road and consists of a ten foot wide shared use path that runs along the south side of Beaver Ruin Road to Indian Trail Road. Five feet of additional width will be added on the southside of Beaver Ruin Road to the existing five foot wide sidewalk from Price Place to Indian Trail Road. The existing acceleration lane at Beaver Falls Drive would be removed and replaced with new curb and gutter, grassed buffer and ten-foot wide concrete shared use path.

ADA compliant facilities including a wider, buffered shared use path, new curb ramps, and high-visibility crosswalks would be added across each driveway along the south side of Beaver Ruin Road. A midblock crosswalk with pedestrian refuge islands and a rectangular rapid flashing beacon would be installed along Beaver Ruin Road near Light Circle to alert drivers to crossing pedestrians. The existing pedestrian crossing would be upgraded across Price Place at Beaver Ruin Road to comply with ADA standards. The project would improve existing substandard pedestrian facilities at the signalized intersections of Wexford Drive/Beaver Ruin Road and Pinnacle Way/Beaver Ruin by installing ADA compliant facilities including upgraded curb ramps, high-visibility crosswalks, and new pedestrian signal heads.

Estimated Property Impacts:	None	Estimated Total Cost:	\$3,506,216 (incl \$1,452,416 CST)
Estimated ROW Cost:	\$1,337,000	Estimated CST Time:	12 months

Rationale: This alternative is recommended for this project. This alternative will improve connectivity for students, families, and other residents who are walking or biking from adjacent neighborhoods to school, work, or other destinations through the installation of new infrastructure along Beaver Ruin Road. This preferred alternative shared use path would provide a portion of the future connectivity of Lilburn and Norcross without crossing Beaver Ruin Road.

Alternative 1: The proposed project consists of 1.7 miles of pedestrian infrastructure improvements in Gwinnett County, Georgia along Beaver Ruin Road from Price Place to Indian Trail Road.

The project begins at the intersection of Price Place and Beaver Ruin Road and consists of a ten foot wide shared use path that runs along the south side of Beaver Ruin Road to Indian Trail Road. Five feet of additional shared use path width will be added on the southside of Beaver Ruin Road to the existing sidewalk from Price Place to Ashton Trace, from Beaver Falls Drive to Wexford Drive, and from Pinnacle Way to Indian Trail Road. A new ten foot shared use path would be constructed within existing right turn deceleration lanes at four locations and within one existing acceleration lane. The deceleration lanes that would be removed are located on the south side of Beaver Ruin Road at the Family Dentistry driveway that is northwest of Chatham Circle, at Chatham Circle, at Beaver Falls Drive and at the Norcross Center driveway southeast of Wexford Drive. The acceleration lane that would be removed is located on the south side of Beaver Ruin Road just southeast of Beaver Falls Drive. The installation of new shared use path would involve installing curb and gutter as well as drainage structures and pipe.

ADA compliant facilities including a wider, buffered shared use path, new curb ramps, and high-visibility crosswalks would be added across each driveway along the south side of Beaver Ruin Road. A midblock crosswalk with pedestrian refuge islands and a rectangular rapid flashing beacon would be installed along Beaver Ruin Road near Light Circle to alert drivers to crossing pedestrians. The existing pedestrian crossing would be upgraded across Price Place at Beaver Ruin Road to comply with ADA standards. The project would improve existing substandard pedestrian facilities at Wexford Drive and Pinnacle Way by installing ADA compliant facilities including upgraded ramps, high-visibility crosswalks, and new pedestrian signal heads. The project proposes to improve connectivity for students who are walking or biking to school from adjacent neighborhoods through the installation of new infrastructure along Beaver Ruin Road.

Estimated Property Impacts:	None	Estimated Total Cost:	\$3,238,958 ( incl \$1,657,158 CST)
Estimated ROW Cost:	\$1,000,000	Estimated CST Time:	15 months

Rationale: Based on GDOT District 1 Traffic Operations review of the Traffic Engineering Study for removal of the deceleration lanes described above, this alternative is not recommended. GDOT District 1 Traffic Operations does not support removal of the deceleration lanes based on current GDOT Driveway Regulations and the existing traffic volumes as described in Attachment 5.

No-Build Alternative: The no-build alternative would leave the existing conditions intact and not construct the improvements proposed in the preferred alternative.

Estimated Property Impacts:	None	Estimated Total Cost:	N/A
Estimated ROW Cost:	None	Estimated CST Time:	N/A

Rationale: The no-build alternative is not recommended for this project. This alternative would not support the goals of improving bicycle and pedestrian accessibility or provide future connectivity to Lilburn.

## LIST OF ATTACHMENTS/SUPPORTING DATA

1. Concept Layouts (including Typical Sections)
2. Cost Estimates
3. Meeting Minutes
4. Signed Agreements
5. TE Study Summary

**ATTACHMENT 1**  
**CONCEPT LAYOUTS**

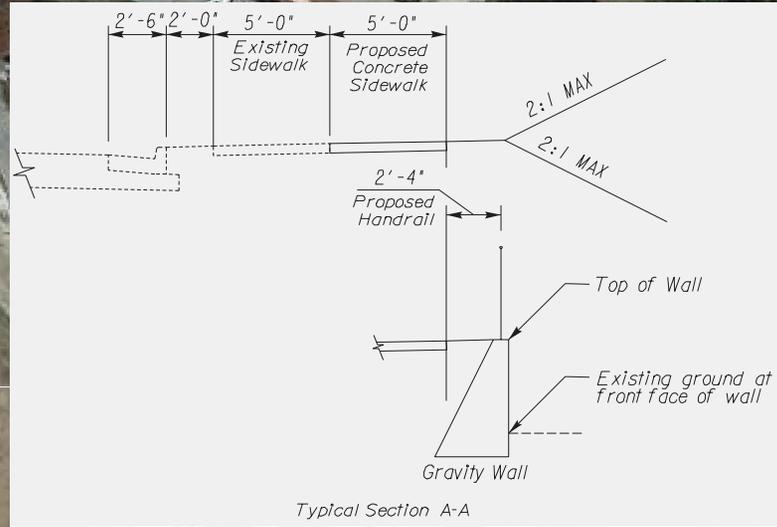
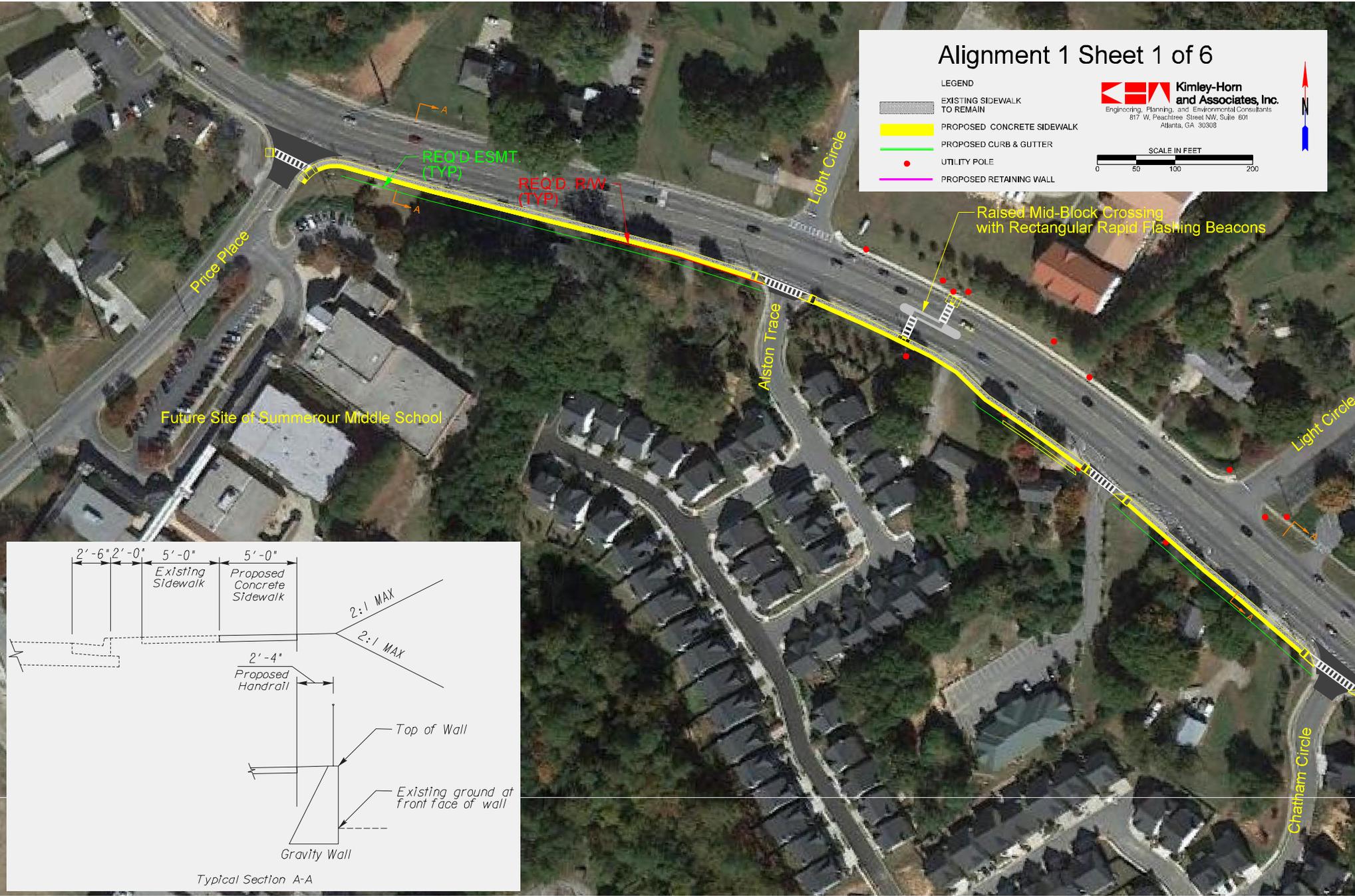
# Alignment 1 Sheet 1 of 6

**LEGEND**

-  EXISTING SIDEWALK TO REMAIN
-  PROPOSED CONCRETE SIDEWALK
-  PROPOSED CURB & GUTTER
-  UTILITY POLE
-  PROPOSED RETAINING WALL

**Kimley-Horn and Associates, Inc.**  
 Engineering, Planning, and Environmental Consultants  
 817 W. Peachtree Street NW, Suite 601  
 Atlanta, GA 30308

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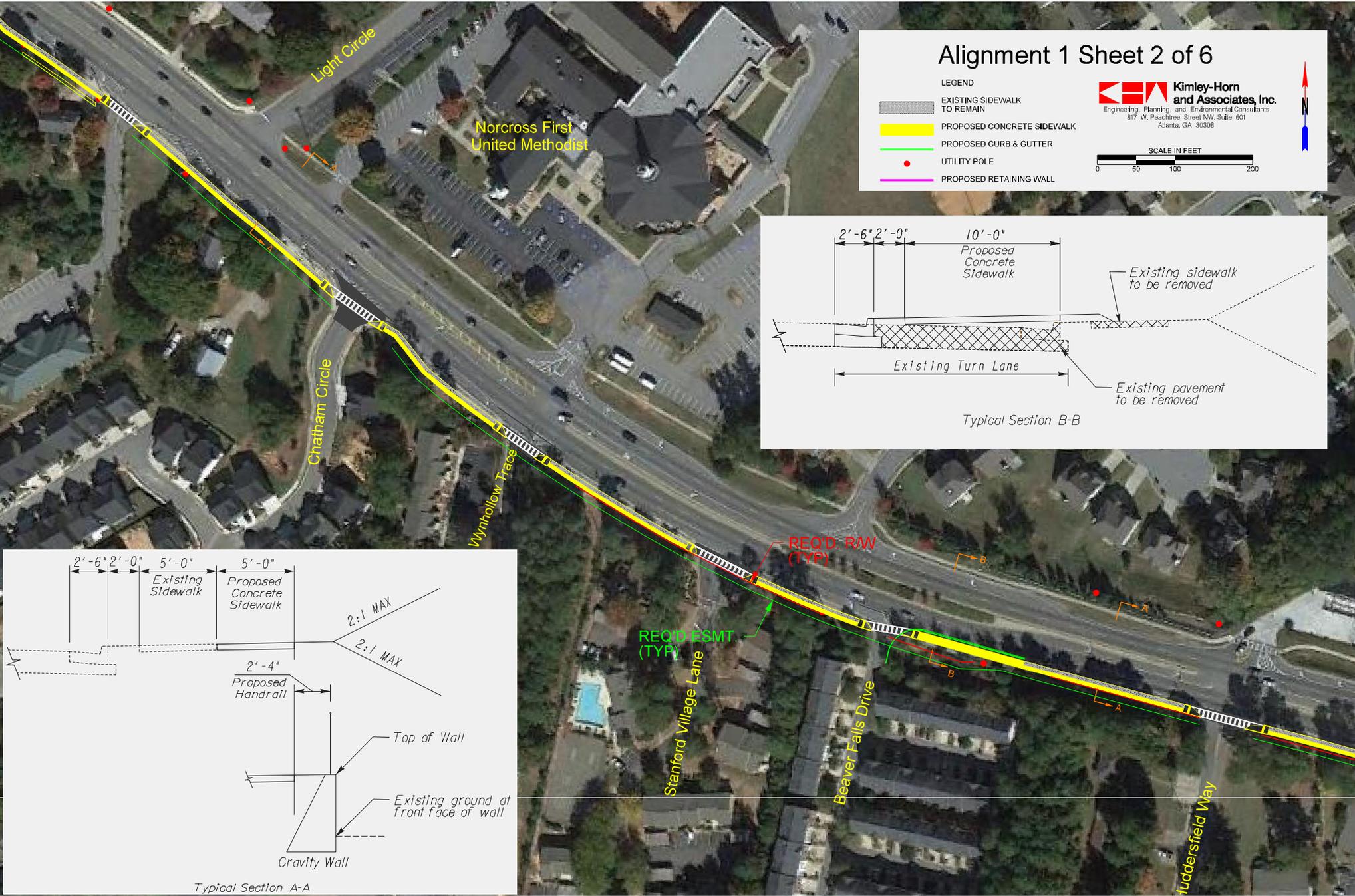
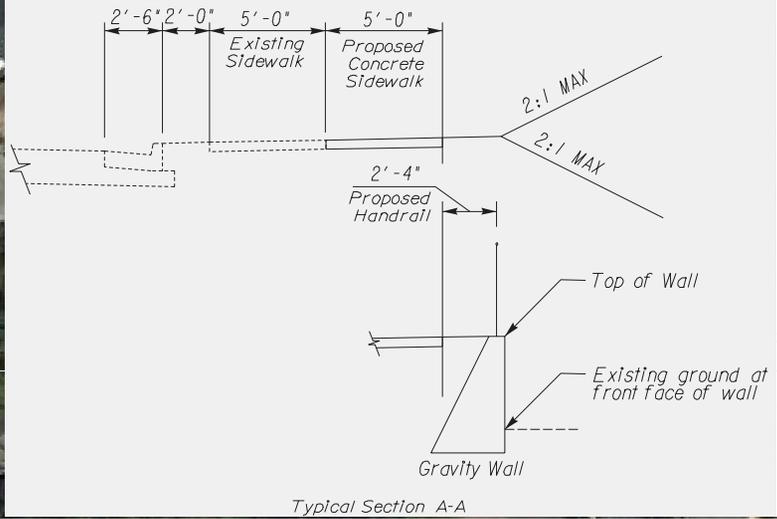
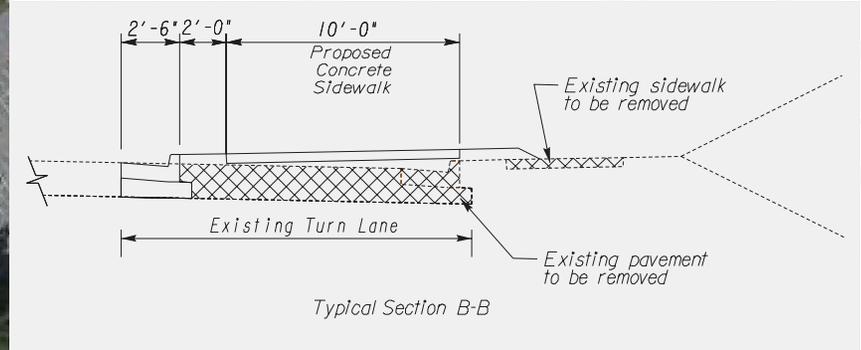
# Alignment 1 Sheet 2 of 6

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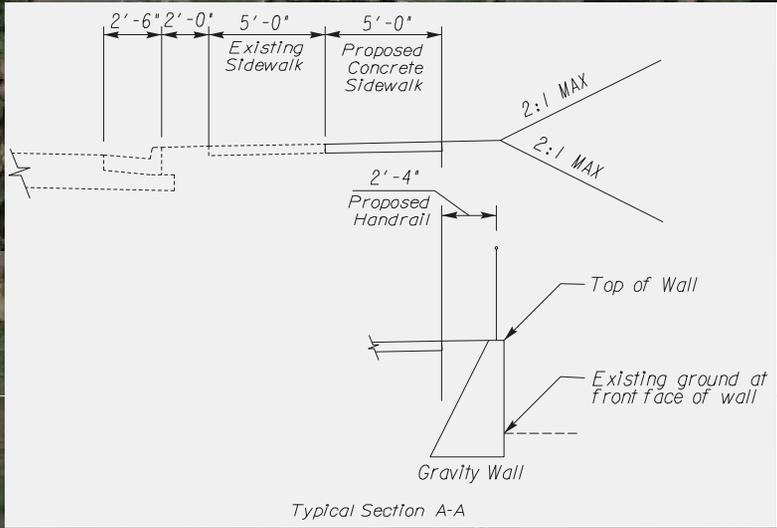
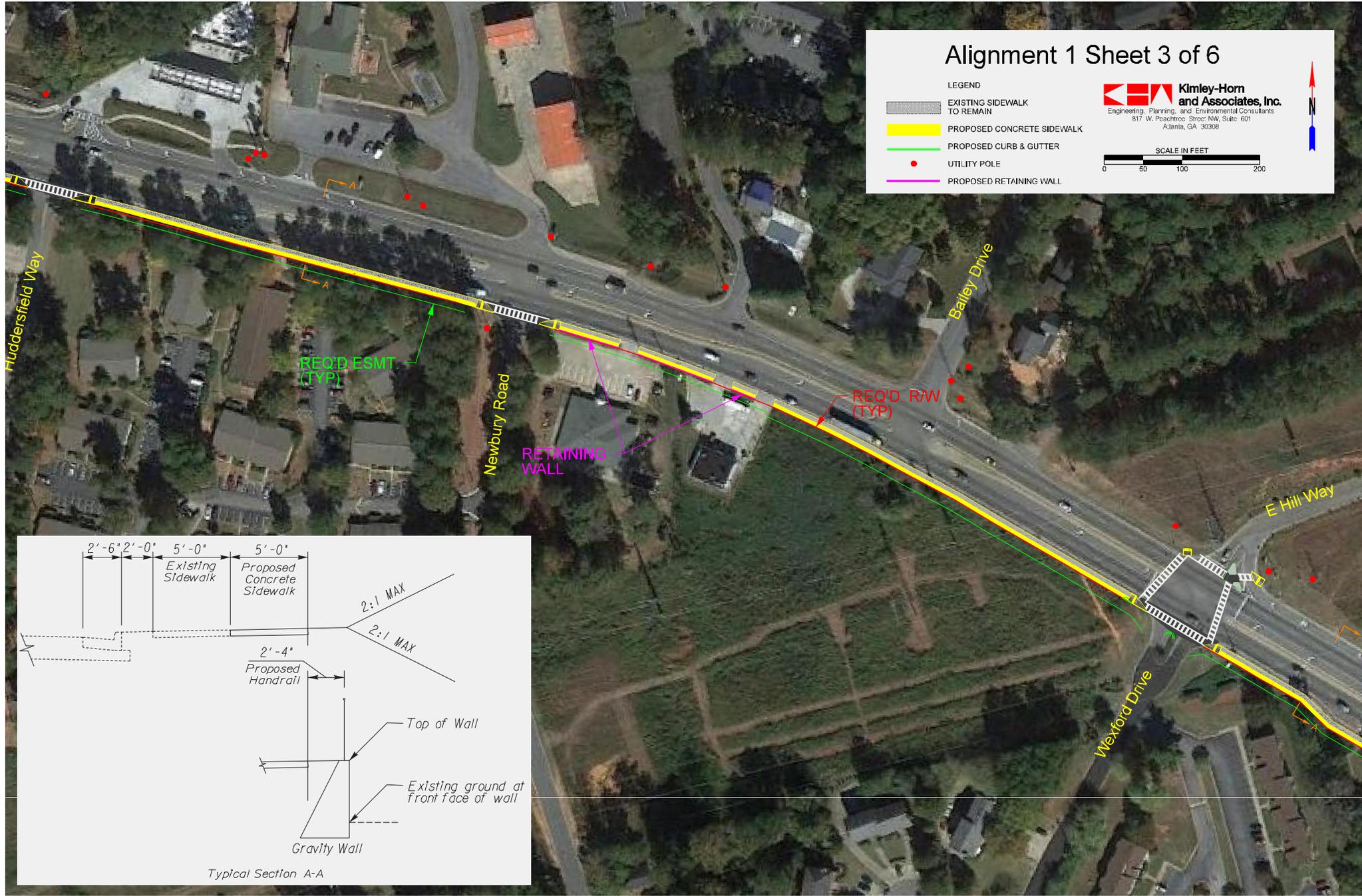
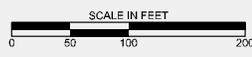
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# Alignment 1 Sheet 3 of 6

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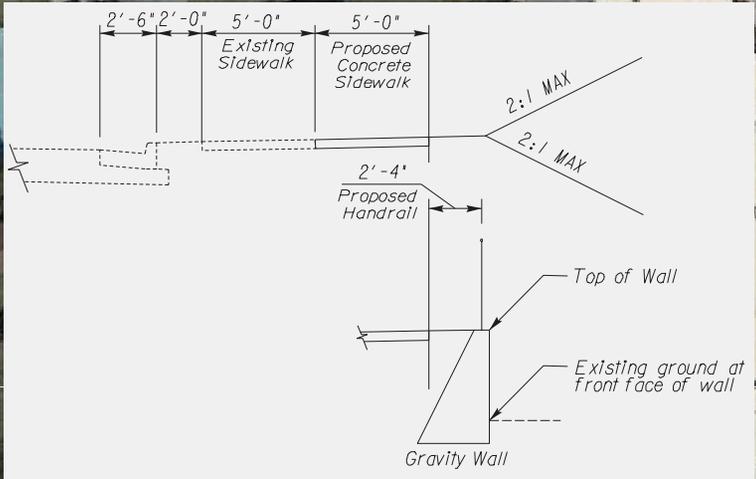
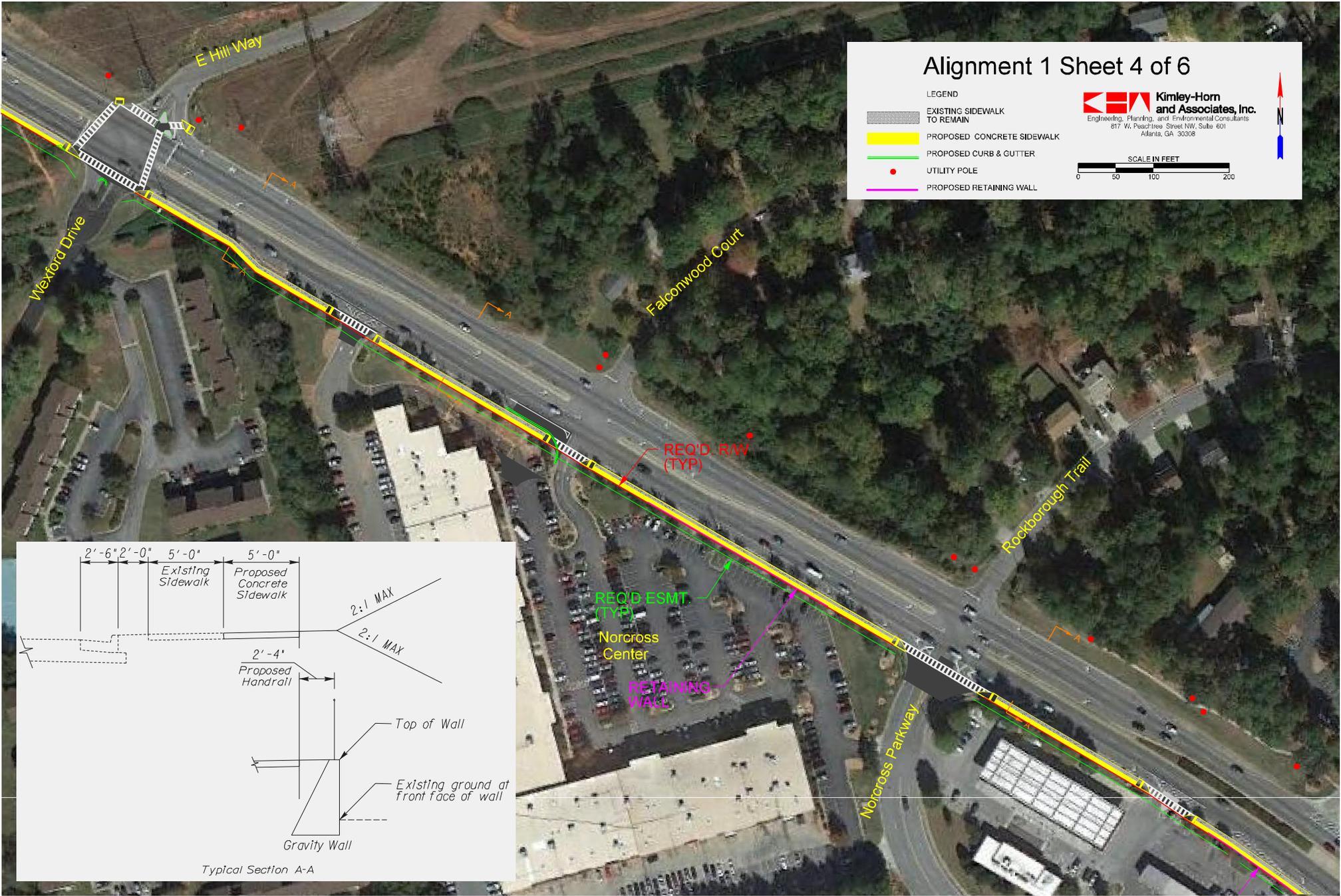
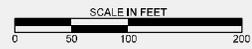
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# Alignment 1 Sheet 4 of 6

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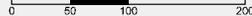
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# Alignment 1 Sheet 5 of 6

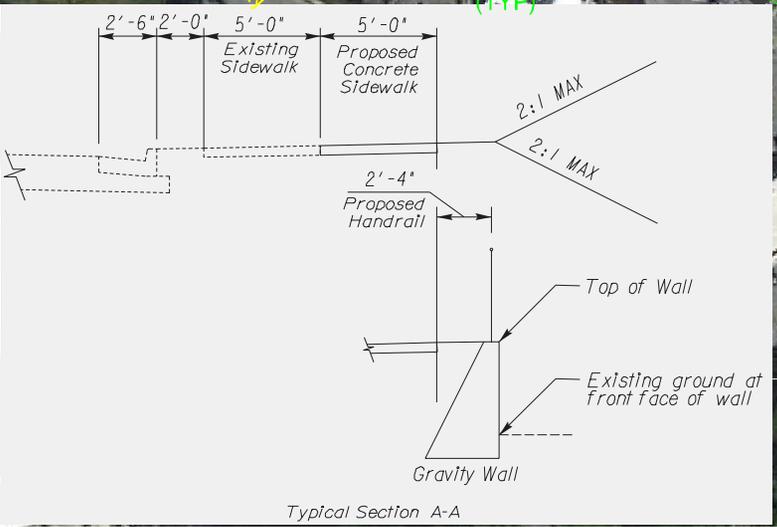
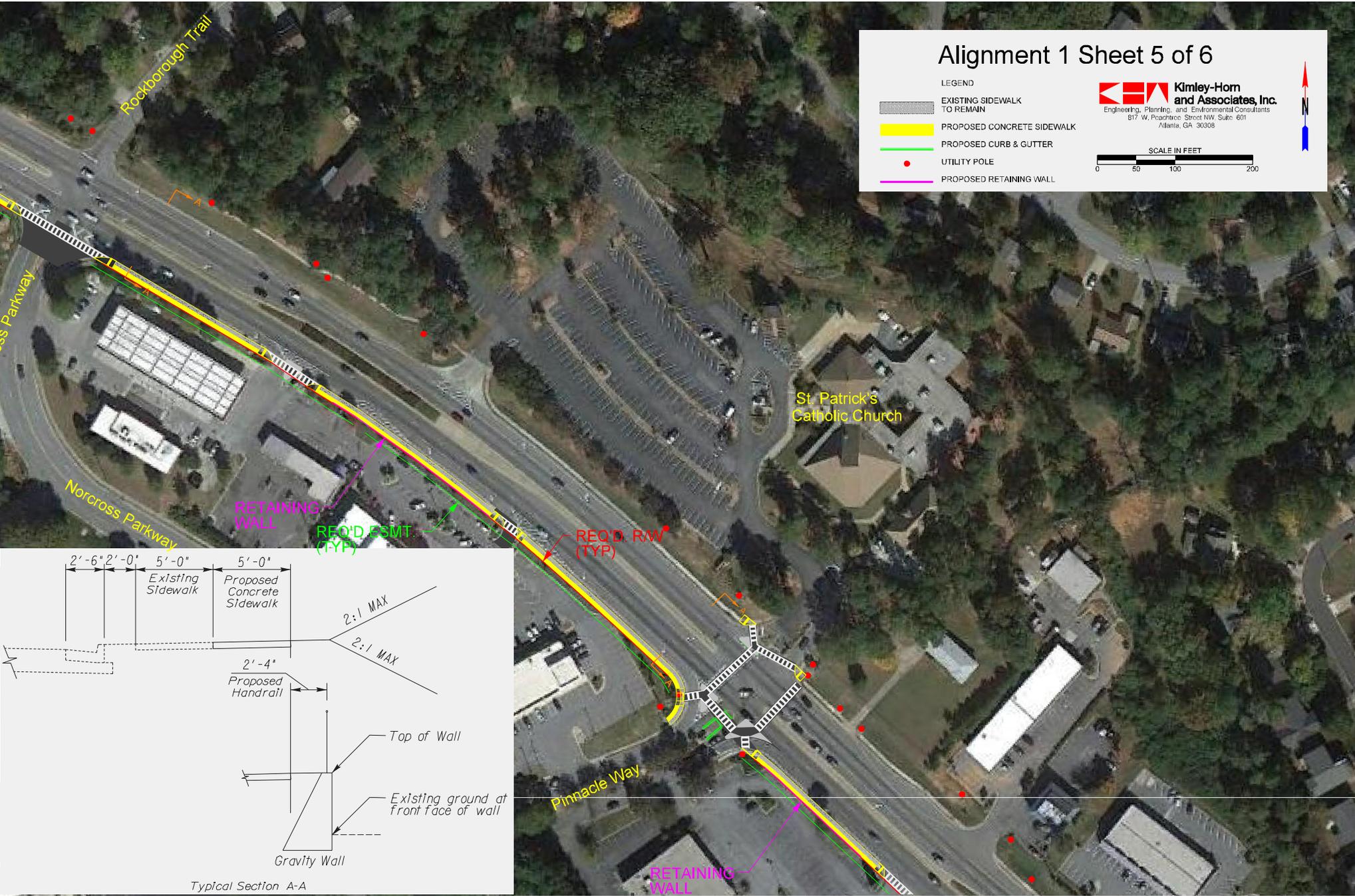
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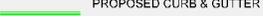
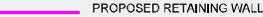
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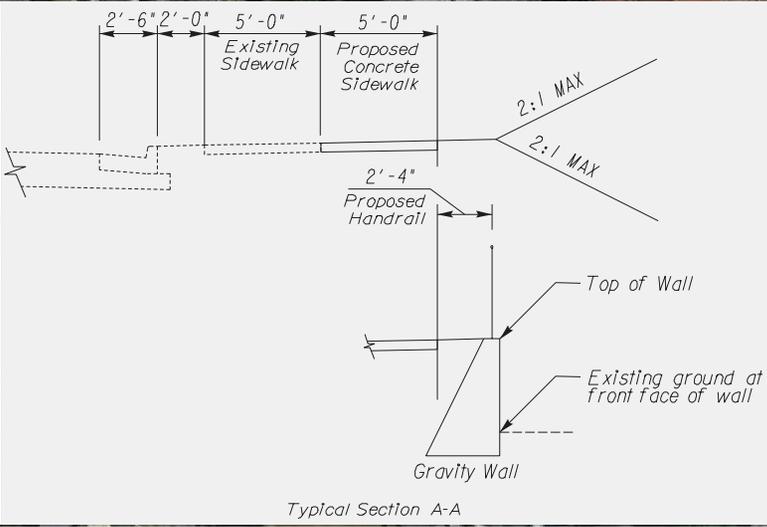
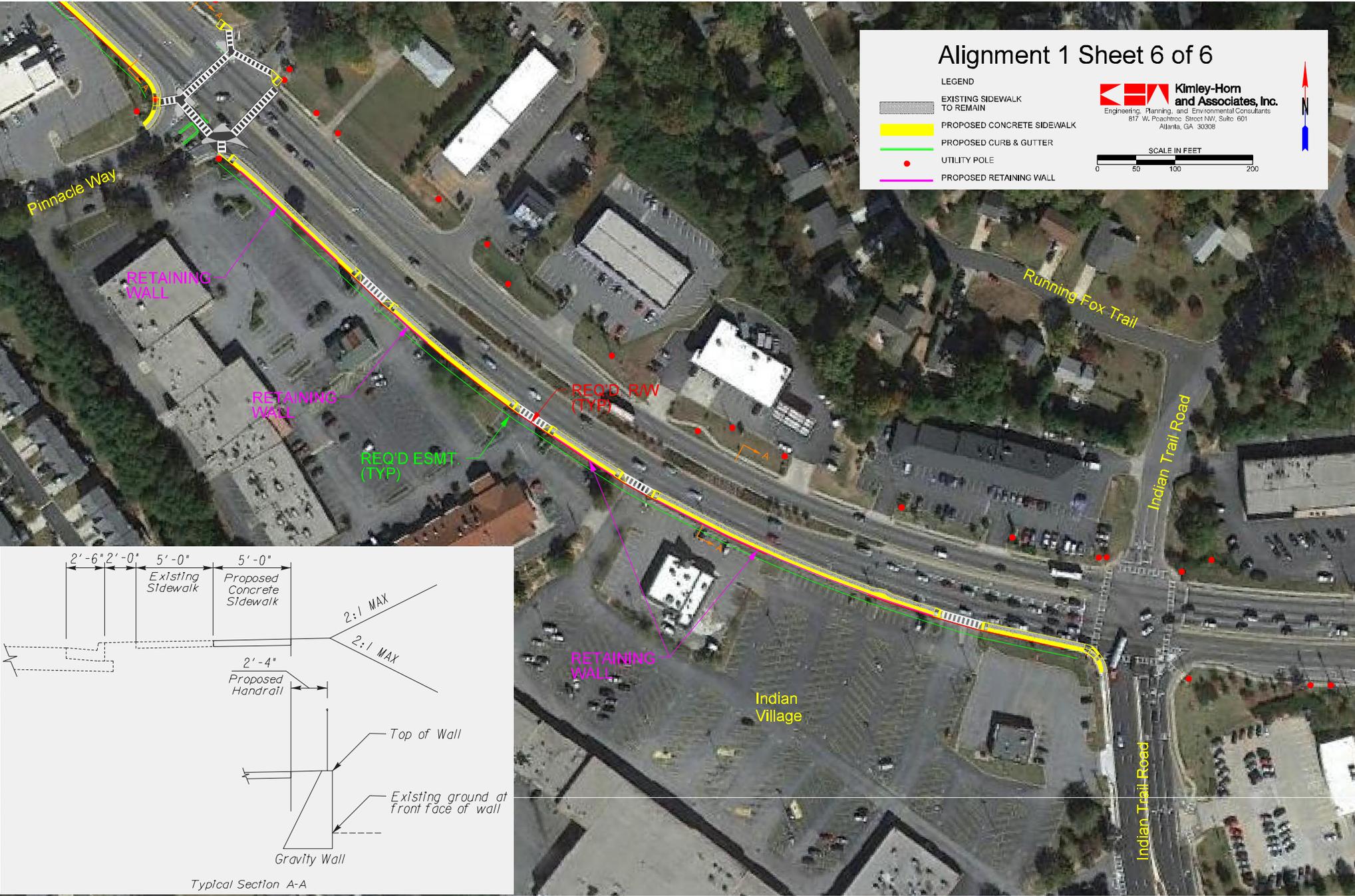
# Alignment 1 Sheet 6 of 6

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**ATTACHMENT 2**  
**COST ESTIMATES**



## CONTINGENCY SUMMARY

A.	<b>CONSTRUCTION ESTIMATE:</b>	<b>COST</b>	\$	1,252,573 -	Base Estimate From CES	
B.	<b>ENGINEERING AND INSPECTION (E &amp; I):</b>		\$	- 62,629	Base Estimate (A) x	5 %
C.	<b>CONTINGENCY:</b>		\$	- 131,521	Base Estimate (A) + E & I (B) x <a href="#">See % Table in "Risk Based Cost Estimation" Memo</a>	10 %
D.	<b>TOTAL LIQUID AC ADJUSTMENT:</b>		\$	0	Total From Liquid AC Spreadsheet	
E.	<b>CONSTRUCTION TOTAL:</b>		\$	1,446,723	(A + B + C + D = E)	

GEORGIA DEPARTMENT OF TRANSPORTATION  
PRELIMINARY ROW COST ESTIMATE SUMMARY

Date: 5/15/2014 Project: Beaver Ruin Muti-Use Trail  
 Revised: County: Gwinnett County  
 PI: 12640

Description: Alt 1 - Preferred Alternative  
 Project Termini: From Price Place to Indian Trail

Existing ROW:  
 Required ROW:  
 Parcels: 35

Land and Improvements \_\_\_\_\_ \$675,937.50

Proximity Damage	\$0.00
Consequential Damage	\$0.00
Cost to Cures	\$0.00
Trade Fixtures	\$0.00
Improvements	\$0.00

Valuation Services \_\_\_\_\_ \$44,187.50

Legal Services \_\_\_\_\_ \$248,625.00

Relocation \_\_\_\_\_ \$70,000.00

Demolition \_\_\_\_\_ \$0.00

Administrative \_\_\_\_\_ \$297,500.00

TOTAL ESTIMATED COSTS \_\_\_\_\_ \$1,336,250.00

**TOTAL ESTIMATED COSTS (ROUNDED) \_\_\_\_\_ \$1,337,000.00**

Preparation Credits	Hours	Signature

Prepared By: \_\_\_\_\_ CG#: \_\_\_\_\_ (DATE)  
 Approved By: Jashone Alexander CG#: 286999 o5/27/2014TE)

**NOTE: No Market Appreciation is included in this Preliminary Cost Estimate**

# DEPARTMENT OF TRANSPORTATION STATE OF GEORGIA

## INTERDEPARTMENT CORRESPONDENCE

FILE P.I. No. 0012640

DATE June 3, 2014

FROM Mike Rushing  
Kimley-Horn and Associates

TO Charles Robinson  
Project Manager

### SUBJECT CONCEPT UTILITY COST (ESTIMATE)

As required by PDP process, we are furnishing a Concept-Level Utility Cost estimate for known utilities with facilities potentially located within the project limits.

SERVICE	FACILITY OWNER	NON-REIMB	REIMB
Electric	Georgia Power	\$0.00	\$150,000.00
Electric	City of Norcross	\$0.00	\$25,000.00
Electric	Jackson EMC	\$0.00	\$150,000.00
Telephone/Telecom	AT&T	\$0.00	\$20,000.00
Telephone/Telecom	BellSouth	\$0.00	\$20,000.00
Telephone/Telecom	Fiberlight	\$0.00	\$20,000.00
Telephone/Telecom	Zayo	\$0.00	\$20,000.00
Water & Sewer	Gwinnett County Department of Water Resources	\$0.00	\$30,000.00
Water & Sewer	City of Norcross	\$0.00	\$30,000.00
Gas	Atlanta Gas Light	\$0.00	\$20,000.00
Cable TV	Comcast	\$0.00	\$50,000.00
		<b>\$0.00</b>	<b>\$535,000.00</b>

**ATTACHMENT 3**  
**MEETING MINUTES**

## BEAVER RUIN SAFE ROUTES TO SCHOOL KICKOFF MEETING MINUTES

Date: October 4, 2013  
Project: Beaver Ruin Safe Routes to School Pedestrian and Bicycle Improvements  
County: Gwinnett  
Subject: Site Walk and Team Meeting

### Attendees:

Alyssa Sinclair	Gwinnett Village CID (GVCID)
Lewis Cooksey	Gwinnett Department of Transportation
Charles Robinson	Georgia Department of Transportation (GDOT)
Richard Crowe	GDOT
Dorothy Jarrett	Summerour Middle School
Arlene Beckles	Summerour Middle School Parent Representative
Elliott Perkins	Gwinnett County School Transportation
Stuart Day	Kimley-Horn and Associates (KHA)
Sean Johnston	KHA
Mike Rushing	KHA

The Beaver Ruin Safe Routes to School (SRTS) site walk and team meeting was held on Friday, October 4, 2013 at Summerour Middle School and in the vicinity of Summerour Middle School along Beaver Ruin Road to discuss potential alternative concepts and schedule for a proposed multi-use path along Beaver Ruin Road. The proposed project consists of sidewalk/multi-use path and intersection modifications to improve conditions for children walking and bicycling to school.

The meeting began with Alyssa Sinclair welcoming everyone to the meeting, followed by introductions. Sean Johnston then gave an overview of the meeting agenda, which included a site walk, project discussion (schedule/milestones, observations from site walk), and next steps.

The group then performed a site walk along the proposed project limits. Multiple options for improvements within the project limits were discussed. The following items were noted during the site walk:

- The trail is proposed to be on the south side of Beaver Ruin Road near the intersection of Price Place and could possibly stay on the south side of Beaver Ruin Road to Indian Trail Road. The project is the first phase of a planned multi-use path connection between Norcross and Lilburn. Other options include crossing the trail to the north side of Beaver Ruin Road at signalized intersections including Wexford Drive/East Hill Way or Pinnacle Way.
- A large number of utility poles are located near the back of the existing sidewalk. If the existing curbline is to remain, many of the utility poles may need to be relocated.
- A major crossing area for pedestrians crossing Beaver Ruin Road occurs in the vicinity of Norcross First United Methodist Church. This is due to a residential area on the north side of the street and a major bus stop east of Wynhollow Trace.
- There is a large detention pond that would need to be avoided east of Beaver Falls Drive.

- Gwinnett County DOT has a project that has recently been awarded to a design-build contractor that will construct sidewalks on the north side of Beaver Ruin Road from Bailey Drive to Rockborough Trail.
- If the trail alignment were to cross from the south to the north side of Beaver Ruin Road at the intersection with Wexford Drive/East Hill Way, the intersection would require pedestrian upgrades including crosswalks, curb ramps and pedestrian signal heads.
- The sidewalk in front of the Norcross Center shopping plaza has challenging grade and right-of-way issues, that would likely result in the construction of a wall if the trail was built along the south side past Wexford Drive/East Hill way.
- There appears to be more right-of-way available and fewer utilities along the north side of Beaver Ruin Road from Wexford Drive/East Hill Way to Indian Trail Road.

The group then went back to the school to discuss observations made during the site walk and the proposed schedule of the project.

- KHA described potential options for a mid-block pedestrian crossing between Price Place and Wexford Drive. In order to support the crossing, a Transportation Engineering (TE) study will be performed to evaluate a full traffic signal, a pedestrian hybrid beacon (aka HAWK signal) and rectangular rapid flashing beacons. If a vehicular signal or pedestrian hybrid beacon is used for a crossing, it would need to be coordinated with upstream and downstream signals to maintain traffic. This may require signage for pedestrians to indicate that there may be a delay after pressing the push button at the crossing until a walk signal is provided.
- Lewis Cooksey of Gwinnett DOT indicated support for crossing the trail at Wexford Drive/East Hill Way. This resulted in a discussion of the ultimate goal of a trail connection to Lilburn. Sean Johnston explained that other trails in the metropolitan Atlanta area, such as the PATH trail from Decatur to Stone Mountain, cross from one side of the street to the other in certain locations.
- There was a brief discussion that the trail would be concrete and not asphalt.
- There was discussion that the major bus stops are at Wynhollow Trace, Wexford Drive, and the Robinwood Condominium driveway. In the vicinity of these stops, Gwinnett County Transportation would not want to remove the deceleration lanes.
- The group discussed the project schedule, which will follow the GDOT Plan Development Process (PDP). This includes preparation of a concept report, environmental documentation, right-of-way/easement acquisition, and construction plans. If the project is let to construction in May of 2016 (per the current schedule), it is likely that construction would begin during the summer of 2016. Environmental documentation and right-of-way acquisition will be the critical path elements that drive the project schedule. KHA currently anticipated 1 year to complete environmental documentation, depending on the results of initial field surveys for environmental resources.
- GVCID plans to hold an open house near the end of October/beginning of November. Dorothy Jarrett stated that the school could send out fliers for the open house, as well as host the open house.
- KHA anticipates submitting the concept report to GDOT for formal review in December.

These minutes contain the understanding of KHA representatives regarding discussions, decisions, action items, etc. at the meeting.



Name	Organization	email	Phone
Sean Johnston	Kimley-Horn	sean.johnston@kimley-horn.com	4/419-8716
Lewis Cooksey	Guinneth County	lewis.cooksey@guinnethcounty.com	77822-7428
Richard Crowe	GDOT	rcrowe@got.ga.gov	404 966 4928
MIKE RUSHING	KIMLEY-HORN	mike.rushing@kimley-horn.com	678/533-5925
Charles A. Robinson	GDOT	chrobinson@got.ga.gov	
Alyssa Sinclair	Guinneth Village CID	alysa@guinnethvillage.com	404-307-6440
Dorothy Jarrett	SummerourMS	dorothy.jarrett@guinneth.k12.ga.us	
Arlene Beckles		apbeckles@yahoo.com	
ELLIOTT PERKINS	GUINNETH CO SCHOOLS TRANS	jep1408@comcast.net	4048312807
STUART DAY	KIMLEY-HORN	STUART.DAY@KIMLEY-HORN.COM	<del>404-419-8770</del> 404-419-8770

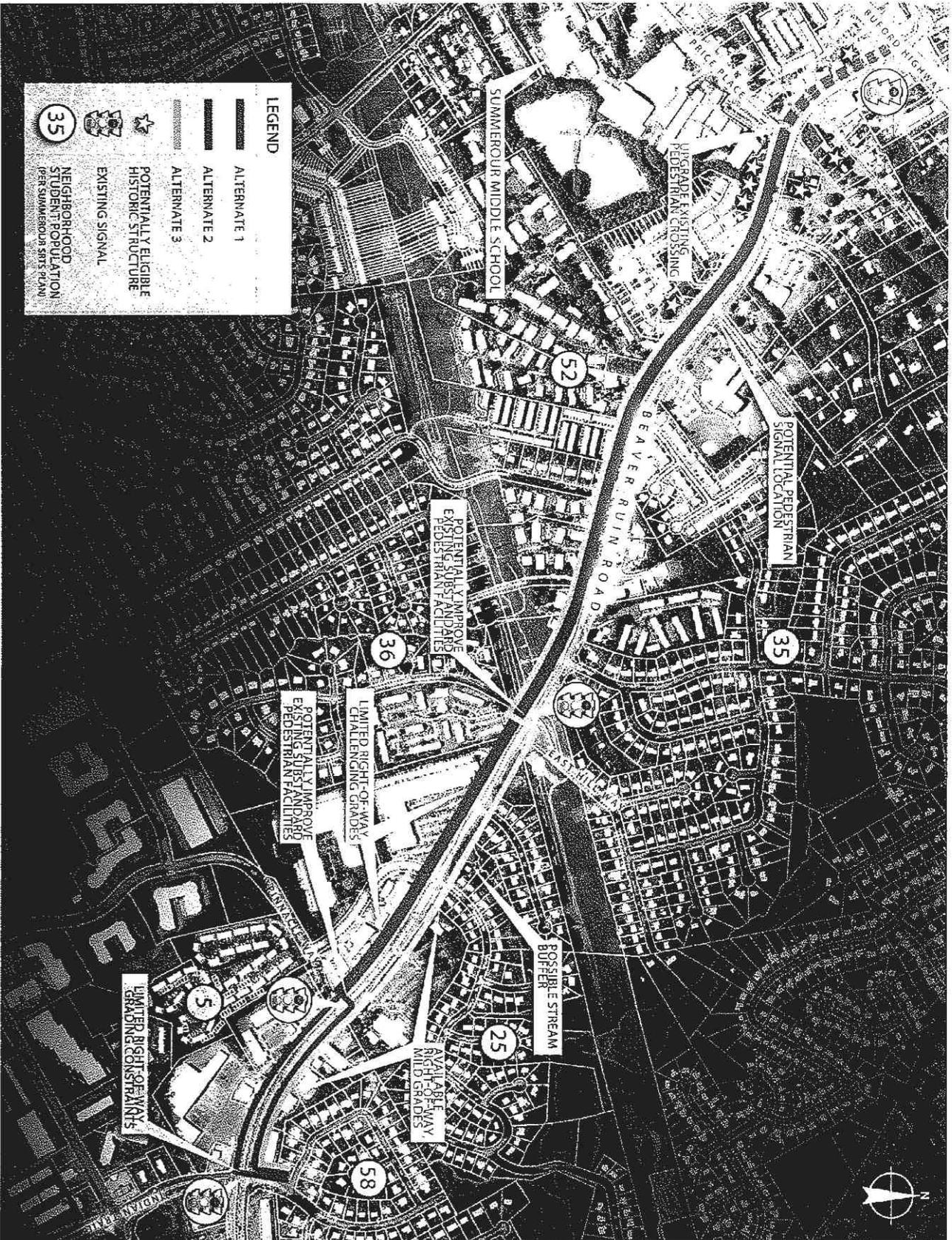
## MEETING AGENDA

Project: Gwinnett Village Community Improvement District – Beaver Ruin Road Safe Routes to School

Date: October 4, 2013

Re: Site Walk and Meeting with Summerour Middle School

1. Site Walk (Meet at school)
2. Project Discussion (Return to school)
  - a. Discuss Schedule and Anticipated Milestones
  - b. Discuss Site Walk Observations, Alternatives and Constraints
3. Other items/Next Steps
4. Adjourn



**LEGEND**

-  ALTERNATE 1
-  ALTERNATE 2
-  ALTERNATE 3
-  POTENTIALLY ELIGIBLE HISTORIC STRUCTURE
-  EXISTING SIGNAL
-  NEIGHBORHOOD STUDENT POPULATION (PER SUMMEROUR SRVS PLAN)





## **CONCEPT TEAM MEETING AGENDA**

**Tuesday, March 25, 2014**

**10:00 a.m.**

**Meeting Location: District 1 Office – 2505 Athens Highway Gainesville, GA 30507**

1. Welcome – Charles A. Robinson, GDOT Project Manager
2. Sign-in sheet
3. Attendee (self) Introduction
4. Project Identification – Charles A. Robinson, GDOT Project Manager
  - a. Project Name: SR 378 from SR 13/US 23 to CR 560/Indian Trail- Lilburn Rd
  - b. Project County: Gwinnett County
  - c. Project City: Norcross, GA
  - d. Project Identification Number: 0012640
5. Schedule – Charles A. Robinson, GDOT Project Manager
6. Review Concept Report – Stuart Day, Kimley-Horn and Associates
7. Review Concept Layout – Stuart Day, Kimley-Horn and Associates
8. Comments/questions (from attendees in the following order)
  - a. Local Government Officials
    - State
    - County
    - City
  - b. Office of Roadway Design
  - c. Office of Planning
  - d. Office of Financial Management
  - e. Office of Engineering Services
  - f. Office of Traffic Operations
  - g. Office of Environmental Services
  - h. District Preconstruction
  - i. Office of Right of Way
  - j. Office of Construction
  - k. GDOT Office of Utilities
  - l. Individual Utility Companies (in attendance)
  - m. Other attendees
9. Site Visit/Site Walk

## BEAVER RUIN SAFE MULTI-USE TRAIL CONCEPT TEAM MEETING MINUTES

Date: March 25, 2014  
Project: PI 0012640, SR 378 from SR13/US 23 to CR 560/Indian Trail-Lilburn Road  
County: Gwinnett  
Location: District 1 Office – Large Conference Room  
Subject: Concept Team Meeting

### Attendees:

Alyssa Sinclair	Gwinnett Village CID (GVCID)
Jeff Mueller	City of Norcross
Lewis Cooksey	Gwinnett County
Charles Robinson	Georgia Department of Transportation (GDOT)
Kevin York	GDOT
Kim Coley	GDOT
Robby Oliver	GDOT
Doug Preece	GDOT
Neil Kantner	GDOT
David Olson	GDOT
Kris Stephens	Georgia Power
Stuart Day	Kimley-Horn and Associates (KHA)
Mike Rushing	KHA

The Beaver Ruin Safe Multi-Use Trail concept team meeting was held on Tuesday, March 25, 2014 at the GDOT District 1 Office to discuss the concept report and concept drawings for proposed infrastructure improvements in the vicinity of the school and along Beaver Ruin Road. The proposed project consists of sidewalk/trail and intersection modifications to improve conditions for residents walking and bicycling to school and businesses in the surrounding area.

The meeting began with Charles Robinson giving an overview of the meeting agenda. Following the meeting opening, all attendees introduced themselves and stated their relationship to the project. Charles then gave an overview of the project schedule.

Alyssa Sinclair then gave brief history of the project and its origination from a Safe Routes to School plan that was put together by the community.

Stuart Day then gave an overview of the concept report:

- Project Justification - An overview of the dominant land uses was explained. An explanation of the current sidewalks not being wide enough to accommodate bicyclist and pedestrians was given. The proposed location of the multi-use trail along the south side of Beaver Ruin Road was explained due to the planned future connection to Lilburn along Indian Trail Road.
- Existing Conditions – Stuart explained the speed limits and lane widths along the corridor. Stuart also discussed the existing shoulder widths and sidewalk locations. A list of known utilities on the corridor was provided, including gas, power, water, and telecommunications.

- Other Projects in the Area – The other projects in the area were listed. The only project that has an overlap with the proposed trail is a Gwinnett County Design-Build project on the north side of Beaver Ruin Road. This proposed project will provide sidewalks on the north side of Beaver Ruin Road and upgrade ramps at the intersection of East Hill Way/Wexford Drive. The design of this project will be considered to minimize project reconstruction. David Olson noted that a signal permit revision would be required if signal is upgraded.
- Description of the Proposed Project – The limits of the project were explained as beginning at the intersection of Price Place and Beaver Ruin Road and extending to the intersection of Indian Trail Road and Beaver Ruin Road. The proposed project would widen the existing sidewalk five feet, to create a 10-foot trail. Intersection upgrades would take place at the intersection of Beaver Ruin Road and East Hill Way/Wexford Drive, Pinnacle Way, and Indian Trail Road. A raised mid-block crossing is proposed on Beaver Ruin Road between the Light Circle intersections. This crossing will be enhanced by either rectangular rapid flashing beacons or a pedestrian hybrid beacon, if warranted. David Olson noted that a signal permit would be required for either of those treatments. Stuart also mentioned that a TE Study is underway to look at four locations for possible deceleration lane removal. The removal of these deceleration lanes would provide adequate should to construct the multi-use trail with minimal right-of-way and utility impacts. Charles Robinson noted that the traffic counts and TE Study would need to be approved by GDOT. David Olson stated that he would not have objections to the removal of acceleration lanes, but would be hesitant to remove deceleration lanes.
- MPO, Regional Commission, Congressional District, AADTs, Functional Classification were stated.
- Design and Structural elements – The project is anticipated to have retaining walls. Charles Robinson noted that if a special wall design was required, a WFI would be needed and the bridge office would need to approve the wall design.
- Mainline Design Features – It was discussed that the mainline design features along Beaver Ruin Road would remain with the exception of widening the south outside shoulder and sidewalk by five-feet.
- Major Intersections – The major intersections along the corridor were listed as:
  - Beaver Ruin Road and Wexford Drive
  - Beaver Ruin Road and Pinnacle Way
  - Beaver Ruin Road and Indian Trail Road
- Utility and Property – The known utilities were listed as gas, power, water and telecommunications. It was mentioned that Gwinnett County has facilities along the corridor for traffic communication.
- Right-of-Way – It was noted that right-of-way and temporary easements are anticipated for this project.
- Environmental – It was noted that the anticipated environmental document for this project is a Categorical Exclusion (CE). Special studies are underway.
- Coordination, Activities, Responsibilities and Costs – All of the project activities and associated responsible parties were listed. The project cost estimate and funding responsibilities table was read aloud. Charles Robinson noted that the cost estimates for preliminary utility needed identifying reimbursable and non-reimbursable costs. Charles also noted that the preliminary

right-of-way cost estimate is needed as an attachment to the concept report. Charles noted that the PE costs should match the table on page 7 and describe that the locals (GVCID, City of Norcross) should pay for any costs greater than the programmed cost.

The group then went through the concept graphics:

- On the first concept layout sheet, Stuart Day drew attention to the mid-block crossing location. David Olson noted that a signal permit would be required for the new Rectangular Rapid Flashing Beacon or the Pedestrian Hybrid Beacon. David also noted that the current location for pedestrian refuge island will leave a short left turn lane into Alston Trace. It was also pointed out that the two deceleration lanes on Sheet 1 are being considered for removal in the TE study.
- On the second concept layout sheet, it was mentioned that the deceleration lane at Beaver Falls Drive is being considered for removal in the TE study. The acceleration lane after Beaver Falls drive is also being considered for removal. David Olson noted that he has no objection to the removal of the acceleration lane after Beaver Falls Drive.
- On the third concept layout sheet, it was pointed out that the intersection at E Hill Way/Wexford Drive would be modified and need to be coordinated with the proposed Gwinnett County project. The pedestrian signal head would need to be moved to the proposed pedestrian refuge island and this work would require a signal permit revision.
- On the fourth concept layout sheet, it was mentioned the first deceleration lane into the Norcross Center driveway is being considered for removal in the TE study.
- On the fifth concept layout sheet, it was noted that the driveway into the gas station, just to the east of Norcross Parkway, would need to consider truck turns for the raised right-in/right-out island. If necessary, the raised island could be removed. It was also noted that the intersection of Beaver Ruin and Pinnacle Way would be upgraded to include pedestrian refuge islands. The pedestrian signal heads would need to be moved to the proposed pedestrian refuge island and this work would require a signal permit revision.
- On the sixth concept layout sheet, it was noted that improvements may be necessary at the intersection of Beaver Ruin Road and Indian Trail. Depending on the proposed improvements, a signal permit revision may be necessary.

At this point, the floor was opened for questions. Georgia Power stated that the poles on the south side of Beaver Ruin belong to Jackson EMC and Georgia Power would not have conflicts. It was also discussed that Gwinnett County has fiber in the vicinity and coordination would be with Tom Sever. It was discussed that the majority of the impacts would only be surface impacts as the project does not anticipate deep excavation. It was discussed that hydrants and valves may need to be incorporated into the plans, possibly in a 44-series of sheets, due to the minor nature of the adjustments. The City of Norcross asked if the intersection of Beaver Ruin and Alston Trace/Light Circle could be signalized in place of the midblock crossing. It was stated that a signal warrant analysis would be necessary to install a signal at that location. The City of Norcross also asked if the intersection of Beaver Ruin and Norcross Parkway/Rockborough Trail could be signalized. Lewis Cooksey stated that Gwinnett County had analyzed this intersection for a signal warrant and it did not meet the requirements.

It was discussed that the utilities would prefer to wait to get "No Conflict" letters until the design has progressed further. The schedule allows for first and second utility submittals. It was also stated that GDOT would need copies of the agreements, but not the permits for relocations.

These minutes contain the understanding of KHA representatives regarding discussions, decisions, action items, etc. at the meeting.



**ATTACHMENT 4**  
**SIGNED AGREEMENTS**

Keith Golden, P.E., Commissioner



GEORGIA DEPARTMENT OF TRANSPORTATION

One Georgia Center, 600 West Peachtree Street, NW  
Atlanta, Georgia 30308  
Telephone: (404) 631-1000

August 14, 2013

Honorable Bucky H. Johnson  
Mayor, City of Norcross  
65 Lawrenceville Street  
Norcross, GA 30071

Dear Mayor Johnson:

I am returning for your files an executed agreement between the Georgia Department of Transportation and the City of Norcross for the following project:

**Gwinnett County, PI# 0012640**

We look forward to working with you on the successful completion of the joint project.  
Should you have any questions, please contact the Project Manager Charles Robinson at (404) 631-1439.

Sincerely,

A handwritten signature in black ink, appearing to read "Angela Robinson".

Angela Robinson,  
Financial Management Administrator

AR:kp

Enclosure

c: Bob Rogers  
Bayne Smith – District 1 Engineer  
Kim Coley – District 1 Planning & Programming Engineer  
Neil Kantner – District 1 Utilities Engineer  
Mike Bolden – State Utilities Engineer

**AGREEMENT**  
**BETWEEN**  
**DEPARTMENT OF TRANSPORTATION**  
**STATE OF GEORGIA**  
**AND**  
**CITY OF NORCROSS**  
**FOR**  
**TRANSPORTATION FACILITY IMPROVEMENTS**

This Framework Agreement is made and entered into this 1<sup>st</sup> day of August, 2013 by and between the DEPARTMENT OF TRANSPORTATION, an agency of the State of Georgia, hereinafter called the "DEPARTMENT", and the CITY OF NORCROSS, acting by and through its Mayor and City Council, hereinafter called the "LOCAL GOVERNMENT".

WHEREAS, the LOCAL GOVERNMENT has represented to the DEPARTMENT a desire to improve the transportation facility described in Attachment "A", attached and incorporated herein by reference and hereinafter referred to as the "PROJECT"; and

WHEREAS, the LOCAL GOVERNMENT has represented to the DEPARTMENT a desire to participate in certain activities including the funding of certain portions of the PROJECT and the DEPARTMENT has relied upon such representations; and

Revised: 12/2011

WHEREAS, the LOCAL GOVERNMENT has represented to the DEPARTMENT a desire to participate in certain activities including the funding of certain portions of the PROJECT and the DEPARTMENT has relied upon such representations; and

WHEREAS, the DEPARTMENT has expressed a willingness to participate in certain activities of the PROJECT as set forth in this Agreement; and

WHEREAS, the DEPARTMENT has provided an estimated cost to the LOCAL GOVERNMENT for its participation in certain activities of the PROJECT; and

WHEREAS, the Constitution authorizes intergovernmental agreements whereby state and local entities may contract with one another "for joint services, for the provision of services, or for the joint or separate use of facilities or equipment; but such contracts must deal with activities, services or facilities which the parties are authorized by law to undertake or provide." Ga. Constitution Article IX, §III, ¶I(a).

NOW THEREFORE, in consideration of the mutual promises made and of the benefits to flow from one to the other, the DEPARTMENT and the LOCAL GOVERNMENT hereby agree each with the other as follows:

1. The LOCAL GOVERNMENT has applied for and received "Qualification Certification" to administer federal-aid projects. The GDOT Local Administered Project (LAP) Certification Committee has reviewed, confirmed and approved the certification for the LOCAL GOVERNMENT to develop federal project(s) within the scope of its certification using the DEPARTMENT'S Local Administered Project Manual procedures. The LOCAL GOVERNMENT shall contribute to the PROJECT by funding all or certain portions of the PROJECT costs for the preconstruction engineering (design) activities, hereinafter referred to as "PE", all reimbursable utility relocations, all non-reimbursable utilities owned by the LOCAL GOVERNMENT, railroad costs, right of way acquisitions and construction, as specified in Attachment "A", affixed hereto and incorporated herein by reference. In addition, the September 17, 2010 Planning Office memorandum titled "Preliminary Engineering Oversight for Project Managers/Project Delivery Staff", outlines the five (5) conditions when the LOCAL GOVERNMENT will be requested to fund the PE oversight activities at 100%, and is enclosed as Attachment "C" and incorporated herein by reference. Expenditures incurred by the LOCAL GOVERNMENT prior to the execution of this AGREEMENT or subsequent funding agreements shall not be considered for reimbursement by the DEPARTMENT. PE expenditures incurred by the LOCAL GOVERNMENT after execution of this AGREEMENT shall be reimbursed by the DEPARTMENT once a written notice to proceed is given by the DEPARTMENT.

Revised: 12/2011

2. The DEPARTMENT shall contribute to the PROJECT by funding all or certain portions of the PROJECT costs for the PE, right of way acquisitions, reimbursable utility relocations, railroad costs, or construction (specified in Attachment "A") affixed hereto and incorporated herein by reference, and none of the five (5) conditions apply from the Planning Office memorandum dated September 17, 2010 (specified in Attachment "C").

3. The DEPARTMENT shall provide a PE Oversight Estimate to the LOCAL GOVERNMENT, if appropriate, appended as Attachment "D" and incorporated by reference as if fully set out herein. The LOCAL GOVERNMENT will be responsible for providing payment, which represents 100% of the DEPARTMENT's PE Oversight Estimate at the time of the Project Framework Agreement execution.

If at any time the PE Oversight funds are depleted within \$5,000 of the remaining PE Oversight balance and project activities and tasks are still outstanding, the LOCAL GOVERNMENT shall, upon request, make additional payment to the DEPARTMENT. The payment shall be determined by prorating the percentage complete and using the same estimate methodology as provided in Attachment "D". If there is an unused balance after completion of all tasks and phases of the project, then pending a final audit, the remainder will be refunded to the sponsor.

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4. It is understood and agreed by the DEPARTMENT and the LOCAL GOVERNMENT that the funding portion as identified in Attachment "A" of this Agreement only applies to the PE. The Right of Way and Construction funding estimate levels as specified in Attachment "A" are provided herein for planning purposes and do not constitute a funding commitment for right of way and construction. The DEPARTMENT will prepare LOCAL GOVERNMENT Specific Activity Agreements for funding applicable to other activities when appropriate.

Further, the LOCAL GOVERNMENT shall be responsible for repayment of any expended federal funds if the PROJECT does not proceed forward to completion due to a lack of available funding in future PROJECT phases, changes in local priorities or cancellation of the PROJECT by the LOCAL GOVERNMENT without concurrence by the DEPARTMENT.

5. In accordance with Georgia Code 32-2-2, The LOCAL GOVERNMENT shall be responsible for all costs for the continual maintenance and operations of any and all sidewalks and the grass strip between the curb and sidewalk within the PROJECT limits. The LOCAL GOVERNMENT shall also be responsible for the continual maintenance and operation of all lighting systems installed to illuminate any

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roundabouts constructed as part of this PROJECT. Furthermore, the LOCAL GOVERNMENT shall also be responsible for the maintaining of all landscaping installed as part of any roundabout constructed as part of this PROJECT.

6. Both the LOCAL GOVERNMENT and the DEPARTMENT hereby acknowledge that Time is of the Essence. It is agreed that both parties shall adhere to the schedule of activities currently established in the approved Transportation Improvement Program/State Transportation Improvement Program, hereinafter referred to as "TIP/STIP". Furthermore, all parties shall adhere to the detailed project schedule as approved by the DEPARTMENT, attached as Attachment "B" and incorporated herein by reference. In the completion of respective commitments contained herein, if a change in the schedule is needed, the LOCAL GOVERNMENT shall notify the DEPARTMENT in writing of the proposed schedule change and the DEPARTMENT shall acknowledge the change through written response letter; provided that the DEPARTMENT shall have final authority for approving any change.

If, for any reason, the LOCAL GOVERNMENT does not produce acceptable deliverables in accordance with the approved schedule, the DEPARTMENT reserves the right to delay the PROJECT's implementation until funds can be re-identified for right of way or construction phases, as applicable.

7. The LOCAL GOVERNMENT shall certify that the regulations for  
"CERTIFICATION OF COMPLIANCES WITH FEDERAL PROCUREMENT

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REQUIREMENTS, STATE AUDIT REQUIREMENTS, and FEDERAL AUDIT REQUIREMENTS" are understood and will comply in full with said provisions.

8. The LOCAL GOVERNMENT shall accomplish the PE activities for the PROJECT. The PE activities shall be accomplished in accordance with the DEPARTMENT's Plan Development Process hereinafter referred to as "PDP", the applicable guidelines of the American Association of State Highway and Transportation Officials, hereinafter referred to as "AASHTO", the DEPARTMENT's Standard Specifications Construction of Transportation Systems, and all applicable design guidelines and policies of the DEPARTMENT to produce a cost effective PROJECT. Failure to follow the PDP and all applicable guidelines and policies will jeopardize the use of Federal Funds in some or all categories outlined in this agreement, and it shall be the responsibility of the LOCAL GOVERNMENT to make up the loss of that funding. The LOCAL GOVERNMENT's responsibility for PE activities shall include, but is not limited to the following items:

a. Prepare the PROJECT Concept Report and Design Data Book in accordance with the format used by the DEPARTMENT. The concept for the PROJECT shall be developed to accommodate the future traffic volumes as generated by the LOCAL GOVERNMENT as provided for in paragraph 7b and approved by the DEPARTMENT. The concept report shall be approved by the DEPARTMENT prior to the LOCAL GOVERNMENT beginning further development of the PROJECT plans. It is recognized by the parties that the approved concept may be updated or modified by the LOCAL GOVERNMENT as required by the

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DEPARTMENT and re-approved by the DEPARTMENT during the course of PE due to updated guidelines, public input, environmental requirements, Value Engineering recommendations, Public Interest Determination (PID) for utilities, utility/railroad conflicts, or right of way considerations.

b. Prepare a Traffic Study for the PROJECT that includes Average Daily Traffic, hereinafter referred to as "ADT", volumes for the base year (year the PROJECT is expected to be open to traffic) and design year (base year plus 20 years) along with Design Hour Volumes, hereinafter referred to as "DHV", for the design year. DHV includes morning (AM) and evening (PM) peaks and other significant peak times. The Study shall show all through and turning movement volumes at intersections for the ADT and DHV volumes and shall indicate the percentage of trucks on the facility. The Study shall also include signal warrant evaluations for any additional proposed signals on the PROJECT.

c. Prepare environmental studies, documentation reports and complete Environmental Document for the PROJECT along with all environmental re-evaluations required that show the PROJECT is in compliance with the provisions of the National Environmental Policy Act or the Georgia Environmental Policy Act as per the DEPARTMENT's Environmental Procedures Manual, as appropriate to the PROJECT funding. This shall include any and all archaeological, historical, ecological, air, noise, community involvement, environmental justice, flood plains,

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underground storage tanks, and hazardous waste site studies required. The completed Environmental Document approval shall occur prior to Right of Way funding authorization. A re-evaluation is required for any design change as described in Chapter 7 of the Environmental Procedures Manual. In addition, a re-evaluation document approval shall occur prior to any Federal funding authorizations if the latest approved document is more than 6 months old. The LOCAL GOVERNMENT shall submit to the DEPARTMENT all studies, documents and reports for review and approval by the DEPARTMENT, the FHWA and other environmental resource agencies. The LOCAL GOVERNMENT shall provide Environmental staff to attend all PROJECT related meetings where Environmental issues are discussed. Meetings include, but are not limited to, concept, field plan reviews and value engineering studies.

d. Prepare all PROJECT public hearing and public information displays and conduct all required public hearings and public information meetings with appropriate staff in accordance with DEPARTMENT practice.

e. Perform all surveys, mapping, soil investigations and pavement evaluations needed for design of the PROJECT as per the appropriate DEPARTMENT Manual.

f. Perform all work required to obtain all applicable PROJECT permits, including, but not limited to, Cemetery, TVA and US Army Corps of Engineers

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permits, Stream Buffer Variances and Federal Emergency Management Agency (FEMA) approvals. The LOCAL GOVERNMENT shall provide all mitigation required for the project, including but not limited to permit related mitigation. All mitigation costs are considered PE costs. PROJECT permits and non-construction related mitigation must be obtained and completed 3 months prior to the scheduled let date. These efforts shall be coordinated with the DEPARTMENT.

g. Prepare the stormwater drainage design for the PROJECT and any required hydraulic studies for FEMA Floodways within the PROJECT limits. Acquire of all necessary permits associated with the Hydrology Study or drainage design.

h. Prepare utility relocation plans for the PROJECT following the DEPARTMENT's policies and procedures for identification, coordination and conflict resolution of existing and proposed utility facilities on the PROJECT. These policies and procedures, in part, require the Local Government to submit all requests for existing, proposed, and relocated facilities to each utility owner within the project area. Copies of all such correspondence, including executed agreements for reimbursable utility/railroad relocations, shall be forwarded to the DEPARTMENT's Project Manager and the District Utilities Engineer and require that any conflicts with the PROJECT be resolved by the LOCAL GOVERNMENT. If it is determined that the PROJECT is located on an on-system route or is a DEPARTMENT LET PROJECT, the LOCAL GOVERNMENT and the District Utilities Engineer shall

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ensure that permit applications are approved for each utility company in conflict with the project. If it is determined through the DEPARTMENT's Project Manager and State Utilities Office during the concept or design phases the need to utilize Overhead/Subsurface Utility Engineering, hereinafter referred to as "SUE", to obtain the existing utilities, the LOCAL GOVERNMENT shall be responsible for acquiring those services. SUE costs are considered PE costs.

i. Prepare, in English units, Preliminary Construction plans, Right of Way plans and Final Construction plans that include the appropriate sections listed in the Plan Presentation Guide, hereinafter referred to as "PPG", for all phases of the PDP. All drafting and design work performed on the project shall be done utilizing Microstation V8i and InRoads software respectively using the DEPARTMENT's Electronic Data Guidelines. The LOCAL GOVERNMENT shall further be responsible for making all revisions to the final right of way plans and construction plans, as deemed necessary by the DEPARTMENT, for whatever reason, as needed to acquire the right of way and construct the PROJECT.

j. Prepare PROJECT cost estimates for construction, Right of Way and Utility/railroad relocation along with a Benefit Cost, hereinafter referred to as "B/C ratio" at the following project stages: Concept, Preliminary Field Plan Review, Right of Way plan approval (Right of Way cost only), Final Field Plan Review and Final Plan submission using the applicable method approved by the DEPARTMENT. The

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cost estimates and B/C ratio shall also be updated annually if the noted project stages occur at a longer frequency. Failure of the LOCAL GOVERNMENT to provide timely and accurate cost estimates and B/C ratio may delay the PROJECT's implementation until additional funds can be identified for right of way or construction, as applicable.

k. Provide certification, by a Georgia Registered Professional Engineer, that the Design and Construction plans have been prepared under the guidance of the professional engineer and are in accordance with AASHTO and DEPARTMENT Design Policies.

l. Provide certification, by a Level II Certified Design Professional that the Erosion Control Plans have been prepared under the guidance of the certified professional in accordance with the current Georgia National Pollutant Discharge Elimination System.

m. Provide a written certification that all appropriate staff (employees and consultants) involved in the PROJECT have attended or are scheduled to attend the Department's PDP Training Course. The written certification shall be received by the Department no later than the first day of February of every calendar year until all phases have been completed.

9. The Primary Consultant firm or subconsultants hired by the LOCAL GOVERNMENT to provide services on the PROJECT shall be prequalified with the DEPARTMENT in the appropriate area-classes. The DEPARTMENT shall, on request, furnish the LOCAL GOVERNMENT with a list of prequalified consultant firms in the appropriate area-classes. The LOCAL GOVERNMENT shall comply with all applicable state and federal regulations for the procurement of design services and in accordance with the Brooks Architect-Engineers Act of 1972, better known as the Brooks Act, for any consultant hired to perform work on the PROJECT.

10. The DEPARTMENT shall review and has approval authority for all aspects of the PROJECT provided however this review and approval does not relieve the LOCAL GOVERNMENT of its responsibilities under the terms of this agreement. The DEPARTMENT will work with the FHWA to obtain all needed approvals as deemed necessary with information furnished by the LOCAL GOVERNMENT.

11. The LOCAL GOVERNMENT shall be responsible for the design of all bridge(s) and preparation of any required hydraulic and hydrological studies within the limits of this PROJECT in accordance with the DEPARTMENT's policies and guidelines. The LOCAL GOVERNMENT shall perform all necessary survey efforts in order to complete

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the hydraulic and hydrological studies and the design of the bridge(s). The final bridge plans shall be incorporated into this PROJECT as a part of this Agreement.

12. The LOCAL GOVERNMENT unless otherwise noted in Attachment "A" shall be responsible for funding all LOCAL GOVERNMENT owned utility relocations and all other reimbursable utility/railroad costs. The utility costs shall include but are not limited to PE, easement acquisition, and construction activities necessary for the utility/railroad to accommodate the PROJECT. The terms for any such reimbursable relocations shall be laid out in an agreement that is supported by plans, specifications, and itemized costs of the work agreed upon and shall be executed prior to certification by the DEPARTMENT. The LOCAL GOVERNMENT shall certify via written letter to the DEPARTMENT's Project Manager and District Utilities Engineer that all Utility owners' existing and proposed facilities are shown on the plans with no conflicts 3 months prior to advertising the PROJECT for bids and that any required agreements for reimbursable utility/railroad costs have been fully executed. Further, this certification letter shall state that the LOCAL GOVERNMENT understands that it is responsible for the costs of any additional reimbursable utility/railroad conflicts that arise during construction.

13. The DEPARTMENT will be responsible for all railroad coordination on DEPARTMENT Let and/or State Route (On-System) projects; the LOCAL

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GOVERNMENT shall address concerns, comments, and requirements to the satisfaction of the Railroad and the DEPARTMENT. If the LOCAL GOVERNMENT is shown to LET the construction in Attachment "A" on off-system routes, the LOCAL GOVERNMENT shall be responsible for all railroad coordination and addressing concerns, comments, and requirements to the satisfaction of the Railroad and the DEPARTMENT for PROJECT.

14. The LOCAL GOVERNMENT shall be responsible for acquiring a Value Engineering Consultant for the DEPARTMENT to conduct a Value Engineering Study if the total estimated PROJECT cost is \$10 million or more. The Value Engineering Study cost is considered a PE cost. The LOCAL GOVERNMENT shall provide project related design data and plans to be evaluated in the study along with appropriate staff to present and answer questions about the PROJECT to the study team. The LOCAL GOVERNMENT shall provide responses to the study recommendations indicating whether they will be implemented or not. If not, a valid response for not implementing shall be provided. Total project costs include PE, right of way, and construction, reimbursable utility/railroad costs.

15. The LOCAL GOVERNMENT, unless shown otherwise on Attachment "A", shall acquire the Right of way in accordance with the law and the rules and regulations of the

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FHWA including, but not limited to, Title 23, United States Code; 23 CFR 710, et. Seq., and 49 CFR Part 24 and the rules and regulations of the DEPARTMENT. Upon the DEPARTMENT's approval of the PROJECT right of way plans, verification that the approved environmental document is valid and current, a written notice to proceed will be provided by the DEPARTMENT for the LOCAL GOVERNMENT to stake the right of way and proceed with all pre-acquisition right of way activities. The LOCAL GOVERNMENT shall not proceed to property negotiation and acquisition whether or not the right of way funding is Federal, State or Local, until the right of way agreement named "Contract for the Acquisition of Right of Way" prepared by the DEPARTMENT's Office of Right of Way is executed between the LOCAL GOVERNMENT and the DEPARTMENT. Failure of the LOCAL GOVERNMENT to adhere to the provisions and requirements specified in the acquisition contract may result in the loss of Federal funding for the PROJECT and it will be the responsibility of the LOCAL GOVERNMENT to make up the loss of that funding. Right of way costs eligible for reimbursement include land and improvement costs, property damage values, relocation assistance expenses and contracted property management costs. Non reimbursable right of way costs include administrative expenses such as appraisal, consultant, attorney fees and any in-house property management or staff expenses. The LOCAL GOVERNMENT shall certify that all required right of way is obtained and cleared of obstructions,

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including underground storage tanks, 3 months prior to advertising the PROJECT for bids.

16. The DEPARTMENT unless otherwise shown in Attachment "A" shall be responsible for Letting the PROJECT to construction, solely responsible for executing any agreements with all applicable utility/railroad companies and securing and awarding the construction contract for the PROJECT when the following items have been completed and submitted by the LOCAL GOVERNMENT:

- a. Submittal of acceptable PROJECT PE activity deliverables noted in this agreement.
- b. Certification that all needed rights of way have been obtained and cleared of obstructions.
- c. Certification that the environmental document is current and all needed permits and mitigation for the PROJECT have been obtained.
- d. Certification that all Utility/Railroad facilities, existing and proposed, within the PROJECT limits are shown, any conflicts have been resolved and reimbursable agreements, if applicable, are executed.

If the LOCAL GOVERNMENT is shown to LET the construction in Attachment "A", the LOCAL GOVERNMENT shall provide the above deliverables and certifications and

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shall follow the requirements stated in Chapters 10, 11, 12 and 13 of the DEPARTMENT's Local Administered Project Manual. The LOCAL GOVERNMENT shall be responsible for providing qualified construction oversight with their personnel or by employing a Consultant firm prequalified in Area Class 8.01 to perform construction oversight. The LOCAL GOVERNMENT shall be responsible for employing a GDOT prequalified consultant in area classes 6.04a and 6.04b for all materials testing on the PROJECT, with the exception of field concrete testing. All materials testing, including field concrete testing shall be performed by GDOT certified technicians who are certified for the specific testing they are performing on the PROJECT. The testing firm(s) and the individual technicians must be submitted for approval prior to Construction.

17. The LOCAL GOVERNMENT shall provide a review and recommendation by the engineer of record concerning all shop drawings prior to the DEPARTMENT review and approval. The DEPARTMENT shall have final authority concerning all shop drawings.

18. The LOCAL GOVERNMENT agrees that all reports, plans, drawings, studies, specifications, estimates, maps, computations, computer files and printouts, and any other data prepared under the terms of this Agreement shall become the property of the DEPARTMENT if the PROJECT is being let by the DEPARTMENT. This data shall be

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organized, indexed, bound, and delivered to the DEPARTMENT no later than the advertisement of the PROJECT for letting. The DEPARTMENT shall have the right to use this material without restriction or limitation and without compensation to the LOCAL GOVERNMENT.

19. The LOCAL GOVERNMENT shall be responsible for the professional quality, technical accuracy, and the coordination of all reports, designs, drawings, specifications, and other services furnished by or on behalf of the LOCAL GOVERNMENT pursuant to this Agreement. The LOCAL GOVERNMENT shall correct or revise, or cause to be corrected or revised, any errors or deficiencies in the reports, designs, drawings, specifications, and other services furnished for this PROJECT. Failure by the LOCAL GOVERNMENT to address the errors, omissions or deficiencies within 30 days of notification shall cause the LOCAL GOVERNMENT to assume all responsibility for construction delays and supplemental agreements caused by the errors and deficiencies. All revisions shall be coordinated with the DEPARTMENT prior to issuance. The LOCAL GOVERNMENT shall also be responsible for any claim, damage, loss or expense, to the extent allowed by law that is attributable to errors, omissions, or negligent acts related to the designs, drawings, specifications, and other services furnished by or on behalf of the LOCAL GOVERNMENT pursuant to this Agreement.

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20. The DEPARTMENT shall be furnished with a copy of all contracts and agreements between the LOCAL GOVERNMENT and any other agency or contractor associated with construction activities. The DEPARTMENT's Project Manager shall be the primary point of contact unless otherwise specified.

21. The LOCAL GOVERNMENT shall provide the DEPARTMENT with a detailed project schedule that reflects milestones, deliverables with durations for all pertinent activities to develop critical path elements. An electronic project schedule shall be submitted to the Project Manager after execution of this agreement.

This Agreement is made and entered into in FULTON COUNTY, GEORGIA, and shall be governed and construed under the laws of the State of Georgia.

The covenants herein contained shall, except as otherwise provided, accrue to the benefit of and be binding upon the successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the DEPARTMENT and the LOCAL GOVERNMENT have caused these presents to be executed under seal by their duly authorized representatives.

DEPARTMENT OF TRANSPORTATION

BY: [Signature]  
Commissioner

LOCAL GOVERNMENT NAME

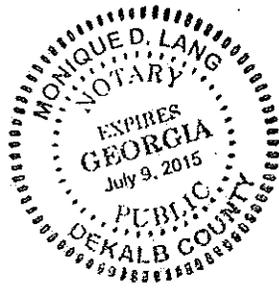
BY: [Signature]  
Mr. Bucky W. Johnson  
Mayor of Norcross

ATTEST: [Signature]  
Treasurer

Signed, sealed and delivered this 2 day of July, 2013, in the presence of:

[Signature]  
Witness

[Signature]  
Notary Public



This Agreement approved by Local Government, the 2 day of July, 2013.

Revised: 12/2011

Attest



Name and Title

*Monique H. Lewis*, DEPUTY CITY CLERK

FEIN:

586000632

**Attachment "A" Funding Sources and Distribution**  
 Project No.: 0012640 Sponsor: Norcross

**Project # 0012640, Gwinnett County/City of Norcross**  
**Attach "Project Manager" Project Charging Form for Approval**

Preliminary Engineering - Phase I <sup>1</sup>		GDOT Oversight for PE (Phase I) <sup>2</sup>		Preliminary Engineering Grand Total (Phase I)	
Percentage	PE Amount	Maximum PE Participation Amount (\$)	Participant	Percentage	Amount
80%	\$100,000.00	\$100,000.00	Federal	75%	\$100,000.00
0%	\$0.00	\$0.00	State	0%	\$0.00
20%	\$25,000.00	\$25,000.00	Local	25%	\$25,000.00
0%	\$0.00	\$0.00	Other	0%	\$0.00
100%	\$125,000.00			100%	\$125,000.00
Total					\$125,000.00

Right of Way - Phase II <sup>1</sup>		Acquisition By:	
Percentage	ROW Amount	Participant	Acquisition Fund By:
80%	\$60,000.00	Federal	Local Government
0%	\$0.00	State	Local Government
20%	\$20,000.00	Local	Local Government
0%	\$0.00	Other	Local Government
100%	\$80,000.00		
Total			

Construction - Phase III <sup>3</sup>		Utility Phase IV		GDOT Oversight for CST (Phase III) <sup>2</sup>	
Percentage	CST Amount	Participant	Acquisition Fund By:	Percentage	Amount
80%	\$756,000.00	Federal	Local Government	100%	\$936,000.00
0%	\$0.00	State	Local Government	0%	\$0.00
80%	\$189,000.00	Local	Local Government	21%	\$248,000.00
0%	\$0.00	Other	Local Government	0%	\$0.00
100%	\$945,000.00			100%	\$1,184,000.00
Total					\$1,184,000.00

Grand Total - All Phases I through III		Utility Relocation - Phase IV		GDOT Oversight for CST (Phase III) <sup>2</sup>	
Percentage	TOTAL Amount	Participant	Acquisition Fund By:	Percentage	Amount
79%	\$936,000.00	Federal	Local Government	100%	\$936,000.00
0%	\$0.00	State	Local Government	0%	\$0.00
21%	\$248,000.00	Local	Local Government	21%	\$248,000.00
0%	\$0.00	Other	Local Government	0%	\$0.00
100%	\$1,184,000.00			100%	\$1,184,000.00
Total					\$1,184,000.00

<sup>1</sup>The maximum allowable GDOT participating amounts for PE phase are shown above. The local government will only be reimbursed the percentage of the accrued invoiced amounts up to but not to exceed the maximum amount indicated.

<sup>2</sup>GDOT Oversight for PE (Phase I) is detailed in Attachment "D".

<sup>3</sup>Right-of-Way and Construction amounts shown are for budget planning purposes only.

**NOTE: Separate GDOT P.O.s will be established for each funding phase.**

The GDOT Oversight check shall be remitted to the District Planning and Programming Engineer along with the signed Project Framework Agreement (PFA).



be received by the Department no later than the first day of February of every calendar year until all phases have been completed.

## ATTACHMENT "C"

0, Gwinnett County/City of Norcross

D.O.T. 66

### DEPARTMENT OF TRANSPORTATION STATE OF GEORGIA

#### INTERDEPARTMENTAL CORRESPONDENCE

**FILE** OFFICE Planning  
**DATE** September 17, 2010

**FROM**   
Angela T. Alexander, State Transportation Planning Administrator

**TO** Todd I. Long, PE, PTOE, Director of Planning  
Gerald M. Ross, PE, Chief Engineer/Deputy Commissioner

**SUBJECT** Preliminary Engineering Oversight for Project Managers/Project Delivery Staff

*Note: This memo supersedes the previous PE Oversight Memo, dated August 17, 2010. PE Oversight funding for Safe Route to School (SRTS) projects are eligible for PE Oversight funds, paid for with funding from the SRTS program. No other changes were made to the memo.*

As you are aware, the Department is unable to continue funding PE oversight with 100% motor fuel funds due to the decline in motor fuel revenues. As a result, the Department needs an established procedure detailing the circumstances under which the Department will fund PE oversight with federal-aid funds (matched with state motor fuel funds) and when the Department will request that the local government/project sponsor fund the Department's expenses associated with PE oversight. The PE Oversight funds will be used to fund staff man-hours and any other associated expenses incurred by any GDOT employee working on the project. Please note that the process detailed below applies equally to routes both on and off the state highway system.

#### **GDOT Funds PE Oversight with Federal-Aid:**

The Department will fund PE oversight with federal-aid funds (and matching motor fuel funds), only if a subsequent project phase (ROW, UTL, CST) is programmed within the first 4 active years of the currently approved TIP/STIP. The source of federal-aid funds to be used for the PE oversight activities is as follows:

- 1) Projects on the National Highway System will use NHS funds (L050) to finance GDOT's PE oversight expenses
- 2) Projects *not* on the National Highway System but eligible for Surface Transportation Program (STP) funds, will follow one of the scenarios below:
  - a) Projects in urban areas between 5,000 and 199,999 in population will use L200 funds (with MPO approval, if applicable)
  - b) Projects in urban areas with a population greater than 200,000 will use L230 funds (with MPO approval)
  - c) Projects in rural areas with a population less than 5,000 will use L250 funds
  - d) The Department may, at the joint discretion of the Chief Engineer and Director of Planning, apply L240 funds to any federal-aid eligible project

- 3) Projects which have received an earmark in federal legislation, will use a portion of the earmark funding for GDOT's PE oversight expenses, pending MPO approval if applicable. (Note: earmark funded projects could receive PE oversight funding regardless of the funding being programmed within the first 4 active years of a currently approved TIP/STIP).
- 4) Projects funded with Safe Route to School (SRTS) funds will use SRTS funds to finance GDOT's PE oversight expenses, regardless of whether or not a subsequent phase of the project appears in the STIP/TIP.

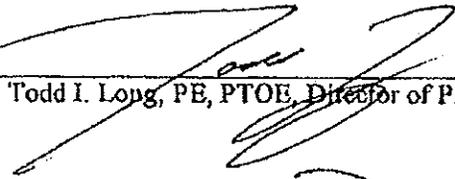
**GDOT Requests Local Government/Project Sponsor to Fund PE Oversight:**

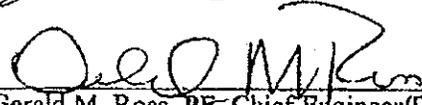
The Department will request that the local government fund PE oversight with 100% local funds under the following conditions:

- 1) A subsequent phase of the project is not programmed within the first 4 active years of the Currently approved TIP/STIP
- 2) The MPO has elected to not approve the use of L200 or L230 funds for GDOT's PE oversight expenses
- 3) The project is funded with CMAQ funds
- 4) The project is funded with an earmark identified in federal legislation and the local government/entity which secured the earmark (or MPO, if applicable) declines to allow GDOT to use a portion of the earmark for PE oversight expenses
- 5) The project is currently funded entirely with local funds; however, the local government intends to secure federal funding at a future date

Once the PE oversight process is implemented, it will be the responsibility of the GDOT Project Manager to work with the GDOT Office of Financial Management to establish an appropriate amount of federal-aid funded PE oversight funding, or work with the local government to secure locally sourced PE oversight funds.

If you approve of this process, please sign below. Once an acceptable process is developed and approved by both the Chief Engineer and Director of Planning, we will provide the finalized process to the Office of Program Control for distribution to the GDOT Project Managers and incorporation into future Project Framework Agreements. If you have any questions, please contact Matthew Fowler at 404-631-1777.

Approved:  \_\_\_\_\_ 9/27/19  
Todd I. Long, PE, PTOE, Director of Planning Date

Approved:  \_\_\_\_\_ 10/7/20  
Gerald M. Ross, PE, Chief Engineer/Deputy Commissioner Date

**ATTACHMENT "E"**  
**GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT**  
**AFFIDAVIT**

Name of Contracting Entity: CITY OF NORCROSS

Contract No. and Name: PI # 0012640

SR 378 PEDESTRIAN ENHANCEMENT - SR 13 TO CR 560

By executing this affidavit, the undersigned person or entity verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or entity which is contracting with the Georgia Department of Transportation has registered with, is authorized to participate in, and is participating in the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

The undersigned person or entity further agrees that it will continue to use the federal work authorization program throughout the contract period, and it will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the undersigned with the information required by O.C.G.A. § 13-10-91(b).

The undersigned person or entity further agrees to maintain records of such compliance and provide a copy of each such verification to the Georgia Department of Transportation within five (5) business days after any subcontractor is retained to perform such service.

102107  
E-Verify / Company Identification Number

Rudolph Smith  
Signature of Authorized Officer or Agent

2-21-08  
Date of Authorization

Rudolph Smith  
Printed Name of Authorized Officer or Agent

City Manager  
Title of Authorized Officer or Agent

July 2, 2013  
Date

SUBSCRIBED AND SWORN

Revised: 12/2011

BEFORE ME ON THIS THE

2 DAY OF July, 2013

Monique D. Lang  
Notary Public

My Commission Expires: July 9, 2015



## **ATTACHMENT "F"**

### **TITLE VI INTRODUCTION**

As a sub-recipient of federal funds from Georgia Department of Transportation, all municipalities are required to comply with Title VI of the Civil Rights Act of 1964 which provides that:

**"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, or be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal assistance under this title or carried out under this title."**

Additionally, the Civil Rights Restoration Act of 1987, expanded the definition of the terms "programs and activities" to include all programs or activities of federal recipients, subrecipients, and contractors, whether or not such programs and activities are federally assisted.

The provisions of Title VI apply to all contractors, subcontractors, consultants and suppliers. And is a condition for receiving federal funds. All sub recipients must sign Title VI assurances that they will not discriminate as stated in Title VI of the Civil Rights Act of 1964.

In the event that the sub recipient distributes federal aid funds to second tier entity, the sub-recipient shall include Title VI language in all written documents and will monitor for compliance. If, these assurances are not signed, the City or County government may be subjected to the loss of federal assistance.

All sub recipients that receive federal assistance must also include Federal Highways Administrations 1273 in their contracts. The FHWA 1273 sets out guidance for ensuring non discrimination and encouraging minority participation and outreach.

Enclosed you will find Title VI acknowledgment form and the Title VI assurances. The Title VI acknowledgment form and Title VI assurances must be signed by your local government official if it has not been signed.

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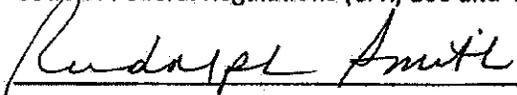


**ATTACHMENT "F"**

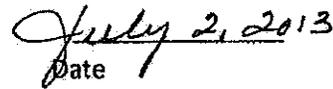
**TITLE VI ACKNOWLEDGEMENT FORM**

The CITY OF NORCROSS assures that no person shall on the grounds or race, color, national origin or sex as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any City or County sponsored program or activity. The CITY OF NORCROSS assures that every effort will be made to ensure non discrimination in all of its programs or activities, whether those programs are federally funded or not.

Assurance of compliance therefore falls under the proper authority of the City Council or the County Board of Commissioners. The Title VI Coordinator or Liaison is authorized to ensure compliance with provisions of this policy and with the Law, including the requirements of 23 Code of Federal Regulations (CFR) 200 and 49 CFR 21.



Official Name and Title

  
Date

**Citations:**

Title VI of the Civil Rights Act of 1964; 42 USC 2000d to 2000d-4; 42 USC 4601 to 4655; 23 USC 109(h); 23 USC 324; DOT Order 1050.2; EO 12250; EO 12898; 28CFR 50.3

**Other Nondiscrimination Authorities Expanded the range and scope of Title VI coverage and applicability**

- The 1970 Uniform Act (42 USC 4601)
- Section 504 of the 1973 Rehabilitation Act (29 USC 790)
- The 1973 Federal-aid Highway Act (23 USC 324)
- The 1975 Age Discrimination Act (42 USC 6101)
- Implementing Regulations (49 CFR 21 & 23 CFR 200)
- Executive Order 12898 on Environmental Justice (EJ)
- Executive Order 13166 on Limited English Proficiency (LEP)

Revised: 12/2011



**ATTACHMENT 5**  
**TE STUDY SUMMARY**

**DEPARTMENT OF TRANSPORTATION  
STATE OF GEORGIA**

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**INTERDEPARTMENT CORRESPONDENCE**

**DATE** June 18, 2014

**FROM** David W. Olson, PE, District Traffic Engineer  
Traffic Operations - District One 

**TO** Albert B. Shelby, III, State Program Delivery Engineer

**ATTN** Charles A. Robinson, Project Manager  
Office of Program Delivery

**SUBJECT** Response to Request to Remove Deceleration Lanes  
Beaver Ruin RD Multi-Use Trail, P.I. No. 0012640, Gwinnett County  
SR 378 FM SR 13/US 23 TO CR 560/INDIAN TRAIL-LILBURN RD

The Traffic Engineering Study (TES) prepared by Kimley-Horn for the Gwinnett Village Community Improvement District (GVCID) on SR 378 (Beaver Ruin Rd.) in Gwinnett Co. has been reviewed by the GDOT District One Office of Traffic Operations (D1TO). The GVCID is designing a 10-foot wide multi-use trail that would incorporate the existing sidewalk along the south side of SR 378 and is pursuing opportunities to minimize the costs and impacts of additional R/W acquisition. The TES addresses the utilization of deceleration and acceleration lanes at four locations to determine if these lanes could be converted to space to accommodate the proposed multi-use trail. The four locations along the south side of SR 378 are:

1. Family Dentistry driveway
2. Chatham Circle
3. Beaver Falls Drive
4. Norcross Center driveway

D1TO requests that all 4 of these existing right turn deceleration lanes remain in place. Using the current GDOT Driveway Regulations and the traffic volumes provided in the TES, D1TO would require deceleration lanes at Chatham Circle (location #2), Beaver Falls Dr. (location #3) and Norcross Center driveway (location #4). Construction of the right turn deceleration lane at the Family Dentistry office (location #1) was included in their Encroachment Permit 15 years ago. The Family Dentistry practice that presently occupies the site is the same entity that originally obtained the permit and had the right turn deceleration lane designed and constructed at their expense.

At Beaver Falls Drive (location #3) D1TO is agreeable to the conversion of the existing acceleration lane to the proposed multi-use trail. Additionally D1TO agrees with the TES recommendation for the multi-use trail project to modify the geometry of the at the Norcross Center Driveway to convert the free-flow right turn movement so vehicles must yield to through vehicles along Beaver Ruin Road.

Please contact me at (770) 531-5806 if you have any questions or concerns.