LOUISIANA LOCAL ROAD SAFETY PROGRAM
Local Road Safety Improvement Projects

Louisiana Local Road Safety Program Project Application
2012
LOCAL ROAD SAFETY IMPROVEMENT PROJECTS

Project Application

2012

Louisiana Technical Assistance Program
Louisiana Transportation Research Center
BATON ROUGE, LA

LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

MICROSOFT WORD DOCUMENT

----- Please detach this page and cover page before submitting application -----
APPLICATION FOR LOCAL ROAD SAFETY IMPROVEMENT PROJECT FUNDS

Title of Project: ____________________________________________________________

Location Description:

1. Name of road(s) and physical address (as applicable), city and/or parish and GPS coordinates if available. Use additional sheets if necessary:
   ____________________________________________________________
   ____________________________________________________________

2. Parish or city map showing vicinity (required)

3. Site map showing specific location and area road network (required)

Sponsor (Agency or Organization Name): ______________________________________

Address: ______________________________________________________________

City: ___________________________ State: _______ Zip: _______________________

Contact Person: __________________________________ Title: ___________________

(Must match signature on page 10 who has authority to sign a contract)

Contact Phone No.: ______________________ E-Mail: _________________________

Fax Number: _________________________ Date: _____________________________

Agency or Organization that will manage project: ______________________________

Address: ______________________________________________________________

City: ___________________________ State: _______ Zip: _______________________

Project Manager: __________________________ Title: _________________________

(Needs to be knowledgeable about the project to answer any questions)

Contact Phone No.: ______________________ E-Mail: _________________________

Fax Number: _________________________ Date: _____________________________

LOCAL LAW ENFORCEMENT CONTACT (required)

Name __________________________ Phone __________________ Email ________________

For assistance in completing this application, please contact LTAP at 225-767-9717

Rev. 4/7/11
PROJECT DESCRIPTION:

I. Identify and Describe the Problem:

A. Describe the safety issue or concern:

What are the symptoms of the problem?

What's happening that makes you think there is a problem?

B. Provide a detailed description of the project that you propose to solve the problem described above.
II. Supporting Documentation:

A. Data Analysis: In order for the committee to properly evaluate the application, one of the following sources of information and analysis of the problem is required.

Analysis of historical (1-3 years) crash reports – contact your local law enforcement agency or LTAP at 225-767-9717 for assistance in obtaining and analyzing data, OR

Results of a Road Safety Audit (RSA), OR

Traffic Study

Additional Information that may be included for consideration:

Confirmation from emergency response organizations

B. Other countermeasures previously attempted:

Have other solutions been attempted?

How successful were they?
Supporting Documentation (continued)

Tell us more about the type of local road facility or local road that you want to make safer.

C. Project Limits:

i. Provide a detailed diagram/sketch (photo may be used) showing current conditions which clearly show where the project work will begin and end.

ii. Include a sketch or diagram of the proposed modifications.

D. Roadway Use:

i. What is the amount of traffic that typically uses the facility each day (ADT)? (How did you determine the traffic volume?)

ii. What type of traffic uses the roadway? (Cars, trucks, farm or construction equipment, pedestrians, cyclists, etc.)

iii. What is the best time of day to observe or experience the safety problem?

iv. Is there any special event in the vicinity of your project that generates unusually high traffic volumes?
E. Road Information:

i. How many lanes are on the road or project site? How wide are these lanes?

ii. What is the current posted speed limit for the roadway?

F. Property Information:

i. What is the type of land use adjacent to the project? (Residential, commercial, agricultural, school, government, etc.)

ii. Will any property need to be acquired to make your project work (right-of-way acquisition)? Be specific.

iii. Are there any drainage issues or features associated with the project site location? Please explain.
G. Other Project Information:

i. How will you demonstrate that this project reduces historical or potential crashes?

Examples:
Monitor crashes at location for future analysis
Implement crash data collection and management system for geographical area (can be included as part of the application).
Conduct traffic engineering study after improvements
Conduct RSA after improvements

ii. How do you plan to maintain the safety improvement?

Note: Priority will be given to applications that contain thorough descriptions of their project. Analysis of crash data is encouraged or use of alternate proof of current situation is required.
III. DETAILED COST ESTIMATE (IS REQUIRED)

Itemize ALL project elements for which funding is being sought. You must use one of the two following forms on page 8 and 9.

Examples of itemized costs include (but are not limited to):

- Crash data evaluation and management system development
- Materials purchase for purchase only projects
- Engineering studies for sign placement, location, traffic studies, etc.
- Installation and labor (use only when your agency will be providing the labor, it can be included as part of your local match)
- Project design and construction
- Anticipated construction contract items
  - List each contract item which includes cost of labor, material, equipment and attach bid sheet
- Right of way costs
- Utility relocation
This sheet is for purchase only projects. Construction projects must use the cost estimate sheet found on the following page (page 9). Purchase only projects will require a 5% local match. Sponsor must specify make and model number of any item that needs to be purchased in the table below.

<table>
<thead>
<tr>
<th>ITEM DESCRIPTION (MAKE, MODEL)</th>
<th>QUANTITY</th>
<th>AMOUNT EA.</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Line 1 – TOTAL

<table>
<thead>
<tr>
<th>SOURCES OF MATCH</th>
<th>MATCH %</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Line 2 – TOTAL

Line 3 – FUNDS REQUESTED BY APPLICANT
(Subtract Line 2 from Line 1, Round to nearest $100)  $ ___________

FY2011 Changes
* Please note that the Local Road Safety Program requires the Sponsor to send a representative to participate in their local Safe Community regular meetings if applying for Portable Changeable Message signs.
This sheet is for construction projects only. Most construction project matches will vary from 5% to 10% depending on the funding source selected by LADOTD. Please budget for a 10% local match. An Excel spreadsheet is available at the LTAP website at [www.louisianalrsp.org](http://www.louisianalrsp.org). DOTD Item Numbers can be found at [www.dotd.louisiana.gov/lettings/bids2006e.asp](http://www.dotd.louisiana.gov/lettings/bids2006e.asp).

### Construction Costs

<table>
<thead>
<tr>
<th>DOTD ITEM NUMBERS</th>
<th>UNIT OF MEASURE</th>
<th>QUANTITY (A)</th>
<th>UNIT PRICE (B)</th>
<th>AMOUNT (A x B)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Subtotal**

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mobilization (5-10% of Amount Subtotal)</td>
<td>1</td>
</tr>
<tr>
<td>Traffic Control (2-10% of Amount Subtotal)</td>
<td>1</td>
</tr>
<tr>
<td>Construction Layout (0-5% of Amount Subtotal)</td>
<td>1</td>
</tr>
<tr>
<td>Contingencies (0-10% of Amount Subtotal)</td>
<td>1</td>
</tr>
</tbody>
</table>

**CONSTRUCTION COSTS (CC) TOTAL**

### Engineering Costs

<table>
<thead>
<tr>
<th>Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering</td>
<td>For Projects &gt; $100,000, use 20% of Construction Costs as Minimum; For Projects &lt; $100,000, use 40% of Construction Costs as Minimum</td>
</tr>
</tbody>
</table>

**ENGINEERING COSTS TOTAL**

### Other Costs

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Right of Way</td>
<td>1</td>
</tr>
<tr>
<td>Utility Relocation</td>
<td>1</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>1</td>
</tr>
</tbody>
</table>

**OTHER COSTS TOTAL**

Local Match (10%) – Sponsor will not do own engineering
Sponsor will pay for own engineering (Place **ENGINEERING COSTS TOTAL** here)
Total Project Costs (CC + ENGR + OTHER – MATCH)
CERTIFICATION

The undersigned has legal authority to enter into contract to implement this project. The undersigned certifies that all information provided is complete and accurate to their best knowledge. The undersigned acknowledges that if the project is accepted, the funding and scope of work requested in this application SHALL NOT be changed from that originally requested without written approval.

__________________________________________
SIGNATURE

__________________________________________
DATE

__________________________________________
TITLE

__________________________________________
PHONE NUMBER

__________________________________________
PRINTED NAME