

ATTACHMENT 1: PROJECT CHARTER

MODULE 1: PROJECT CHARTER

WORK PLAN NO.	PROJECT TITLE	DATE
2021.904	CDOT Enhanced Transportation Improvements Economic Impact Analysis	12/1/2022

General Information

PROJECT TYPE	Consultant project
PRELIM. DURATION*	13 months
PRELIM. START DATE*	2/15/2023
PRELIM. END DATE*	13 months from contract start

1. Project Description

Streets play a vital role in the livability, vitality, and character of the City of Chicago's neighborhoods and commercial areas. The City of Chicago (the "City") is committed to building Complete Streets to ensure that everyone – people walking, taking the CTA bus/train, biking, or driving – can travel safely and comfortably along and across City streets. Complete Streets give Chicagoans of all ages and abilities safer, cheaper, and healthier travel options. They support economic development and can incorporate environmental benefits and placemaking, which helps to create sustainable infrastructure and communities. The City's Department of Transportation (CDOT) seeks to create streets that support community identity, promote walkability, sustainability, safety, and connectivity for all users, while fostering vibrant neighborhoods and economically prosperous commercial corridors. Having a clear understanding of the economic impacts of enhanced transportation improvements projects will empower CDOT to make recommendations for future equitable investments that can help stimulate economic activity in the City's neighborhood commercial corridors. More broadly, understanding economic impacts of enhanced transportation improvement projects can inform decisions on land use and transportation regionwide.

The City's enhanced transportation improvement projects further community goals, including economic development. This project will explore indicators of economic development activity and will consist of two phases – 1) evaluation strategy development and 2) data collection and analysis. The findings of this project will help to inform future data collection and management and policy development.

2. Preliminary Key Topics

The project activities will include:

TOPIC	DESCRIPTION
Evaluation	Evaluation will seek to analyze the community conditions and economic activity of selected corridors and their surrounding areas. Broad transportation and demographic data will be collected and analyzed, in addition to specific indicators for economic development analysis. The evaluation strategy portion of the project will identify and define data to be collected and analyzed in developing indicators and evaluation metrics of economic activity.
Data Collection & Analysis	Data collection and analysis activities outlined in the approved evaluation strategy. Data and indicators will be applied as uniformly as possible across all selected corridors. The analysis summary report will summarize the approach used to determine the indicators of economic activity and provide key findings related to economic development specific to each selected corridor.

3. Preliminary Assumptions

NO. ASSUMPTION

- 1 CDOT will provide access to relevant staff who will need to be involved in the project and will ensure that they allocate sufficient time to the project.
- 2 CDOT will provide access to all relevant available internal data, reports, and other information necessary to successfully complete the project.
- 3 CDOT will coordinate with relevant City departments as needed and will be supportive and provide content and feedback as necessary throughout the planning process.
- 4 CDOT leadership commits to participate in the project and allocate sufficient time at meetings to ensure due consideration so the project is successful.
- 5 After the study is completed, CMAP may remain involved to a limited extent to monitor and encourage progress on the implementation actions specified in the summary report. CMAP staff may assist with marketing, specific implementation tasks, meet periodically with CDOT, facilitate discussions with regional and state agencies that may have a major implementation role, and similar activities.

4. Preliminary Constraints

NO. CONSTRAINTS

- 1 Availability of all necessary data

5. Preliminary Deliverables

NO.	DELIVERABLE	DESCRIPTION
1	Evaluation Strategy	<p>The consultant will develop a strategy to identify, define, collect, and analyze data that will serve as indicators of economic activity in corridors CDOT is or will be implementing enhanced transportation improvement projects. The strategy will identify the quantitative, qualitative, and spatial data to be used to determine indicators of economic activity and evaluation metrics across all selected corridors. The strategy will clearly define how data is incorporated into the identified indicators and evaluation metrics. The indicators and evaluation metrics identified shall be applied as uniformly as possible across all eleven (11) selected corridors. The strategy will also outline mechanisms necessary to keep the project on track and external project messaging organized and consistent. The strategy will include how evaluation metrics can be applied from an economic development perspective. CMAP and CDOT must approve the evaluation strategy before moving to the next phase of the project.</p>
2	Summary Report	<p>The consultant will gather the data points outlined in the approved evaluation strategy and analyze that data to calculate the specific indicators needed for each corridor. The analysis will summarize the approach used to determine the indicators of economic activity and provide key findings related to economic development specific to each selected corridor and for the City as a whole. The summary will also document a process workflow for data collection and analysis to consistently study impacts in the future. The final report will include all relevant charts, maps, and appendices and will be provided in digital and print format.</p>

6. Preliminary ON TO 2050 Implementation

CHAPTER	GOAL	RECOMMENDATION	PROJECT IMPLEMENTATION
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Mobility	A system that works better for everyone	Leverage the transportation network to promote inclusive growth	Environmental justice principles shall be applied, and steps shall be taken to provide the public, including members of minority populations and low-income populations, access to public information and to develop a feasible shared vision for the plan. The engagement process will create a foundation and a framework for future outreach to avoid disproportionately high and adverse effects in future transportation and other programs, policies, and activities. (C5-G13-R29-A480)
Community	Reinvestment for vibrant communities	Support development of compact, walkable communities	Include recommendations and guidance on how to consider transit service, pedestrian and bicycle networks, and density in decisions about land use, transportation, and other infrastructure to promote transit-supportive land uses. (C1-G2-R6-A43)
Community	Development that supports local and regional economic strength	Incorporate market and fiscal feasibility into planning and development process	Include recommendations and guidance on how to consider market and fiscal feasibility, regional and subregional markets, and distribution networks in decisions about incentives, land use, transportation, and other infrastructure recommendations. (C1-G3-R10-A81)
Governance	Data driven and transparent investment decisions	Base investment decisions on data and performance	Program infrastructure funding based on performance, rather than by formula. (C4-G2-R14-A27)

7. Preliminary Funding

Studies relating to management, planning, operations, capital requirements, economic feasibility, performance-based planning, safety, and transit asset management [FTA C 8100.1D (2)(b)(1)];

Work elements and related activities for planning for multimodal transportation access to transit facilities. This includes planning for improved pedestrian and bicycle access, including transit supportive land use plans [FTA C 8100.1D (2)(b)(5)];

Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency [USC Title 23 Section 134(3)(h)(A)];

Title 23 USC and UWP Regulations Citations

Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight [USC Title 23 Section 134(3)(h)(F)];

Environmental justice principles apply to planning and programming activities, and early planning activities are a critical means to avoid disproportionately high and adverse effects in future programs, policies, and activities. IDOT Order 5610.2(a)(5)(1)

Steps shall be taken to provide the public, including members of minority populations and low-income populations, access to public information concerning the human health or environmental impacts of programs, policies, and activities, including information that will address the concerns of minority and low-income populations regarding the health and environmental impacts of the proposed action. IDOT Order 5610.2(a)(5)(2)

Other funding opportunities

N/A

8. Technical Assistance Contribution

AMOUNT	\$9,000	DUE DATE	60 days after receipt of invoice
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