

**PRE-MEETING AGENDA
MOUNTAIN BROOK CITY COUNCIL**

**CITY HALL PRE-COUNCIL ROOM (A106)
56 CHURCH STREET
MOUNTAIN BROOK, AL 35213**

OCTOBER 10, 2016 6:15 PM

- 1. APPLE Grant consultant selection for sidewalk analysis study-Mike Kaczorowski of the Regional Planning Commission of Greater Birmingham (This item may be added to the formal agenda. See attached information.)**



September 19, 2016

Mr. Mike Kaczorowski, P.E.
Birmingham Regional Planning Commission
Two 20th Street North, Suite 1200
Birmingham, AL 35203

Subject: Statement of Interest to Provide Professional Services for
Advance Planning Programming & Logical Engineering (APPLE)
Mountain Brook Sidewalk Study

Dear Mr. Kaczorowski:

Please accept this letter as indication of Sain Associates' interest in providing professional engineering and transportation planning services for the above-referenced project. Sain Associates has reviewed the project corridors and discussed the project with the City of Mountain Brook.

We have reviewed the connections/corridors described in your Notice of Need and are fully capable of completing the required tasks. Based upon our experience with similar projects, we anticipate that the following items will also be important to the planning process and final document:

- Topographical challenges and best options for addressing them
- Impacts to adjacent properties and mitigation options for reducing disturbance
- Maximizing connections to existing and planned facilities and improving community connectivity
- Division of the improvements into phases
- Prioritization of the phases of work, along with the most appropriate funding source for each phase
- Community outreach

Our staff has the expertise and availability to perform all project functions necessary to conduct a thorough advance planning study for the City of Mountain Brook. We have demonstrated our capabilities in this type of sidewalk planning through our work on the Cahaba Liberty Trail planning study for the City of Vestavia Hills and the Pelham Trails and Greenways Study for the City of Pelham. Our firm has done several projects recently for Mountain Brook, including sidewalk design & construction inspection, so our staff are familiar with the challenges of designing, constructing, and retrofitting sidewalks with the terrain in Mountain Brook.

I would appreciate your consideration of Sain Associates for this APPLE assignment and look forward to the possibility of working with the RPCGB and the City of Mountain Brook.

Sincerely,

A handwritten signature in black ink that reads "Becky White". The signature is written in a cursive, flowing style.

Becky White, PTP
Vice President / Organization Development



**Statement of Interest for the Regional Planning Commission of Greater Birmingham (RPCGB)
Advance Planning Programming and Logical Engineering (APPLE) Program
Mountain Brook Sidewalks Study – Mountain Brook, AL**

Gresham, Smith and Partners (GS&P) understands that the City of Mountain Brook has partnered with the RPCGB to conduct an APPLE study to evaluate the feasibility of constructing the proposed sidewalks shown in the City's Walkway Master Plan. The outcome of this study will be conceptual drawings that illustrate recommended sidewalk locations; identification of challenges and constraints such as where additional right of way or easements will be needed, major utility conflicts or relocation, stream crossings, environmentally sensitive areas and permitting; develop estimates of probable project costs (including design through construction); prioritization and recommended phasing of projects; and identification of potential funding sources for the proposed sidewalks. This study will provide the City with valuable information to plan and budget for future sidewalk construction projects.

GS&P has extensive experience with the planning, design and construction of sidewalk and trail projects for City, County and State governments in Alabama and throughout the southeast, and we have completed several feasibility studies for sidewalk and trail projects similar to this project, including:

- **City of Columbiana Sidewalk Master Plan, Columbiana, AL** – Desiring to become a more walkable city, the City of Columbiana selected GS&P to prepare a city-wide sidewalk master plan to determine the City's sidewalk needs and to serve as a guide for the planning of future sidewalk repair and construction projects. The master planning process included conducting two charettes with the public, preparation of maps showing locations of existing sidewalks and proposed sidewalks, and cost estimates for the repair of existing sidewalks and the construction of new sidewalk projects. Working closely with the City, GS&P also identified and prioritized projects to repair/rehabilitate existing sidewalks and construct new sidewalks around the City.
- **Shelby County Inverness Greenway System Engineering Feasibility Study, Hoover/Shelby County, AL** - GS&P was selected by Shelby County's Office of Development Services to prepare a greenway feasibility study for the Inverness Community in the fast-growing North Shelby County area. GS&P identified the areas such as parks and neighborhoods that should be connected with sidewalks and/or multi-use trails. GS&P prepared maps showing the locations of proposed sidewalk/trails, typical sections, opportunities and constraints, and prepared cost estimates for 5 different sidewalk/trail segments throughout the Inverness Community. Upon completion of the feasibility study, GS&P was retained to design a Phase 1 project for a multi-use trail along Inverness Parkway from Valleydale Road to the City of Hoover's Nature Park.
- **Shelby County Oak Mountain Greenway System Engineering Feasibility Study, Shelby County, AL** - GS&P was selected by Shelby County's Office of Development Services AL to prepare a greenway feasibility study for the Oak Mountain Community in the fast-growing North Shelby County area. Shelby County desired to provide pedestrian and bicycle facilities to connect Oak Mountain Elementary, Intermediate, Middle and High Schools, Heardmont Park and the residential neighborhoods that surround these areas. GS&P prepared maps showing the locations of proposed sidewalk/trails, typical sections, opportunities and constraints, and prepared cost estimates for several different sidewalk/trail segments.
- **City of Mobile Greenspaces Engineering Feasibility Study, Mobile, AL** - GS&P was selected by the City of Mobile to prepare an engineering feasibility study of the previously developed concept master plan for a system of sidewalks, bike paths and greenways generally between The University of South Alabama (USA) and I-65. This network of sidewalks and trails will provide users with access to USA, Langan Park, the Mobile Art Museum, Spring Hill College, numerous residential neighborhoods and commercial areas along I-65. GS&P prepared maps showing the locations of proposed sidewalk/trails, typical sections, opportunities and constraints, and prepared cost estimates for many different sidewalk/trail segments. After completion of the engineering feasibility study, GS&P was retained to design a federally funded project to construct 2.4 miles of sidewalks and bike paths to connect the USA, Langan Park and Spring Hill College. The project included a 454-foot timber pedestrian bridge across a lake at Langan Park, with connections to the existing sidewalks in the park.
- **City of Mobile Crepe Myrtle Trail Engineering Feasibility Study, Mobile, AL** - GS&P was selected by the City of Mobile to prepare an engineering feasibility study of the previously developed concept master plan for this 10-mile bicycle and pedestrian facility located on the west side of Mobile Bay. This network of sidewalks and trails will provide users with waterfront access, exposure to historical and industrial sites along the waterfront, and connections to parks and residential neighborhoods. GS&P prepared maps showing the locations of proposed sidewalk/trails, typical sections, opportunities and constraints, and prepared cost estimates for several different sidewalk/trail segments. After completion of the engineering feasibility study, GS&P was retained to design a federally funded projects to construct 3.6 miles of sidewalk and multi-use path along Bayfront Road and around the perimeter of Brookley Field to connect Doyle Park and McNally Park.

Nimrod Long & Associates (NLA) will team with GS&P as a subconsultant on this study. NLA, having prepared the original Mountain Brook Walkway Master Plan, will provide additional history and insight to make sure that the previously planned concepts are appropriately carried forward in this study.

Blair Perry, P.E., will serve as GS&P's Project Manager for this project. Blair was involved in all of the projects highlighted above. We look forward to the opportunity to complete this project for the City of Mountain Brook. Please feel free to contact Blair Perry, at 298-9232 or via e-mail at blair_perry@gspnet.com with any questions or if you need any additional information.

**Statement of Interest
Advance Planning Programming and Logical Engineering
Mountain Brook Sidewalk Study**

Understanding of the Proposed Project

Skipper Consulting is pleased to provide this response to your Notice of Need of Professional Services for the preparation of an Advanced Planning Programming and Logical Engineering (APPLE) study within the City of Mountain Brook. It is our understanding that the nature of the proposed project will be to prepare a feasibility study and conceptual plans for construction of sidewalks within the City Limits of the City of Mountain Brook to further implement their current Walkway Master Plan. Through a variety of local and State/Federal funding sources, the City of Mountain Brook has aggressively pursued construction of new sidewalks over the past several years. The City has recently completed work on Phases 5 and 6 of their 2011 Walkway Master Plan and a Safe Routes to School project in Mountain Brook Village and Crestline Village. There are five remaining phases of work to implement the current Walkway Master Plan. Moreover, the City continues to receive numerous requests for construction of other sidewalks and pedestrian facilities which are not represented on the Walkway Master Plan. This proposed APPLE project will provide the City of Mountain Brook a tool to understand the implications for further activities related to the Walkway Master Plan and a method to program other pedestrian facilities beyond those shown in the Walkway Master Plan.

Approach to the Proposed Project

The Consultant would begin the project with an initial consultation with the City of Mountain Brook staff and the City Council to determine the current status of ongoing pedestrian-related projects and develop a listing of proposed sidewalk projects to evaluate. This can include both sidewalks identified on the Walkway Master Plan and sidewalks which have been identified but are not part of the current plan. An initial evaluation of each project will be conducted and mapping of the proposed sidewalks will be prepared. This mapping shall include right-of-way information and property ownership. A public involvement meeting will be scheduled to receive public input. Following receipt of input from the Mountain Brook city staff, City Council, and public, the Consultant shall prepare a conceptual plan for construction of new sidewalks and pedestrian facilities in the City of Mountain Brook. The conceptual plan shall indicate sidewalk location, recommended width, required right-of-way, significant utility conflicts and potential environmental concerns, ADA ramps and accessibility features, and roadway crossing design features. Preliminary cost estimates shall be prepared. Potential funding sources will be identified. A phasing plan for construction shall be developed in consultation with the City. The Consultant shall prepare a draft and final report for the project. The Consultant shall also attend and make presentations at as many Mountain Brook City Council meetings as are required for approval of the plan.

Recent Relevant Experience

Skipper Consulting has a rich history in performing traffic engineering operations studies for the City of Mountain Brook which routinely involve planning for new sidewalks, ADA ramps and facilities, and pedestrian crossings. We are currently working on our 27th assignment directly with the City. Among these assignments are several detailed analyses of sidewalks and pedestrian facilities within the City. We propose to leverage our previous work into the proposed project in order to extend the work that can be performed under the budget constraint of the proposed project.

Project Staff

Skipper Consulting employees sufficient staff in our Birmingham office to undertake the entire proposed scope of work on this project. The project manager for Skipper Consulting, Inc. will be Richard L. Caudle, P.E. Mr. Caudle will be familiar to both the staff of the RPC and the City of Mountain Brook due to his long-term and detailed involvement with traffic engineering and transportation planning for both organizations. The combined staff of Skipper Consulting possess over 200 years of professional experience in traffic engineering and transportation planning. We look forward to the opportunity to work with the RPC and the City of Mountain Brook on this project.

September 23, 2016

Mr. Mike Kaczorowski
Principal Planner for Transportation
Regional Planning Commission of Greater Birmingham
Two 20th Street North, Suite 1200
Birmingham, AL 35203

RE: **Statement of Interest**
Mountain Brook Sidewalks Study

Dear Mr. Kaczorowski:

Neel-Schaffer is grateful for the opportunity to offer our professional planning services to provide a feasibility study of constructing sidewalks in the City of Mountain Brook. We will work with the City of Mountain Brook to develop conceptual drawings that illustrate potential sidewalk locations, determine estimated costs, recommend project phasing and identify potential funding sources.

Our team is ready, experienced, and prepared to go to work immediately on the study. We have completed two Bicycle and Pedestrian Plans in the State of Alabama within the past five years. We developed the Dothan Bicycle and Pedestrian Plan for the City of Dothan. We also completed the Mobile County Bicentennial Bicycle and Pedestrian Master Plan for the South Alabama Regional Planning Commission. We will bring the same passion and dedication that made those studies very successful for their respective communities.

We realize the importance of identifying a comprehensive and functional network of pedestrian facilities that access attractions and destinations within the City of Mountain Brook. We also understand and will take great care to ensure the study addresses the needs of the City of Mountain Brook. The City of Tuscaloosa is a great example of where we took an integrated approach in the recent past. In 2014, our Tuscaloosa office created a workable plan, called the Connectivity Study, for the University of Alabama and the City of Tuscaloosa. We worked alongside officials from the University as well as the City of Tuscaloosa to create a plan that provides better bicycle and pedestrian access on University Boulevard from downtown to Bryant-Denny Stadium.

Again, we appreciate this opportunity to submit our qualifications for the planning services associated with the City of Mountain Brook Sidewalks Feasibility Study. We look forward to providing the City with the seasoned knowledge and experience of Neel-Schaffer's past performance on other pedestrian studies and plans.

If you have any questions or comments regarding our qualifications or capabilities, I would very much enjoy discussing them with you.

Sincerely,

NEEL-SCHAFFER, INC.



Bob Portera, P.E.
Senior Transportation Engineer

Exhibit A – Scope of Work

Mountain Brook Sidewalks Feasibility Study: APPLE

Project Summary

The Mountain Brook Sidewalks Study will evaluate the feasibility of constructing proposed sidewalks. The study will develop conceptual drawings that illustrate recommended sidewalk locations, develop an estimate of probable construction costs, provide recommended phasing of projects, and identify potential funding sources for improvements.

The potential sidewalks to be studied are identified in the City's Walkway Master Plan (see attached map). However, the City may choose to study other potential sidewalks that are not identified in the current plan.

PROJECT TASKS

The project tasks and subtasks required to address the scope of work shall include the following:

Task 1: Existing Conditions

- A. Develop base maps using GIS data and aerial photography.
- B. Analyze and assess current conceptual plans and any proposed alignments if they exist.
- C. Conduct field reviews to assess the constraints and constructability.
- D. Perform property research to identify ownership and potential right-of-way acquisitions.
- E. Collect and analyze information of record from various agencies.
- F. Identify existing utilities in the area as necessary.
- G. Conduct additional field reviews as necessary.

Task 2: Concept Plan Development and Evaluation

- A. Assess potential ROW, environmental, and ADA issues.
- B. Prepare recommendations on the phasing and priorities of sidewalks.
- C. Prepare a preliminary opinion of probable cost for the high priority sidewalks.
- D. Prepare for and attend a meeting with Client and Stakeholders to present findings and recommendations.
- E. Revise the plans to incorporate comments that may be received.
- F. Identify potential funding sources.
- G. Prepare a draft Advanced Planning Report document.
- H. Submit the draft document for review.
- I. Revise the Advanced Planning Report document based on comments that may be received.
- J. Submit the final Advanced Planning Report document.

Exhibit A – Scope of Work

Project Schedule

It is intended that the study will progress according to the schedule as shown in the figure below.

Project Schedule

Task	Months					
	1	2	3	4	5	6
1. Existing Conditions	■	■	■			
2. Concept Plan Development and Evaluation			■	■	■	■

Exclusions from Scope of Work

The following services are not included in the scope of services: construction drawings, road or utility engineering designs, and any other services not specifically listed in the project scope. Any Government Entity directed changes to the final plan after the Government Entity's approval of the draft revisions shall be reimbursed in accordance with allocated billing rates in effect at the time the services are performed.

Crash Data Restrictions

The Alabama Department of Transportation has directed that accident, incident, crash, injury, or fatality locations not be shown or presented in association with descriptions of transportation projects, facilities, or locations within the State of Alabama. This prohibition extends to all formal planning documents (UPWP, Long Range Plan, TIP, Bicycle and Pedestrian Plans, Congestion Management Process or Plan), and other documents that include narrative or tabular project listings or descriptions. [See Article 8 of the Agreement.]