



Agenda Cover Memorandum

Meeting Date: January 9, 2017

Meeting Type: COW (Committee of the Whole) City Council Budget Workshop

Item Title: Recommendation from Bike Task Force to Update the City's 2005 Bike Plan

Action Requested: Approval For discussion Feedback requested For your information

Staff Contact: Wayne Zingsheim, Director of Public Works Phone: 847/318-5247
Email Address: wzingshe@parkridge.us

Background:

At the December 19, 2016 Council meeting the Bike Task Force brought forward a series of proposals. At that time staff was directed to bring to the Public Works Committee their proposal for updating the 2005 City Bike Plan. A copy of Ride Illinois (RI) and Active Transportation Alliance (ATA) proposal, provided for the December 19 meeting, is attached. The cost for this update is approximately \$8,000.00.

At this time staff is seeking direction from the Committee on whether this would be considered a sole source expenditure. If so, this item will be brought to the next Finance Committee meeting for action. If it is not considered sole source, does the Committee want staff to send the item to Procurement in order to obtain three (3) quotes, as is normally done, or do they wish to have this item come back for action on a contract with RI and ATA as requested by the Bike Task Force.

As this is an unbudgeted expenditure, when a contract is approved, a budget amendment would be required at a future Finance Committee meeting.

Recommendation:

Discussion and provide direction for staff.

Budget Implications:

Does Action Require an Expenditure of Funds: Yes No

If Yes, Total Cost: \$

If Yes, is this a Budgeted Item: Yes No Requires Budget Amendment

If Budgeted, Budget Code (Fund, Dept, Object)

Attachments:

- Ride Illinois (RI) and Active Transportation Alliance (ATA) proposal



To: Jim O'Donnell, Park Ridge bicycle task force
From: Ed Barsotti, Ride Illinois
Date: November 11, 2016
Subj: Proposal for revising Park Ridge bicycle route recommendations

Dear Jim,

Per your request, Ride Illinois (RI) and Active Transportation Alliance (ATA) provide this estimate to update Ride Illinois' 2005 "Recommendations for Park Ridge Bike Routes", a smaller version of a municipal bicycle master plan. Our two organizations, both with extensive consultant experience in developing bike plans for Illinois cities, propose working together with Ride Illinois taking the lead.

The cost will be lower than a full bicycle master plan, due to the past work and a smaller scope of work.

The proposed process is listed below, with estimated hours from each organization. Some tasks are options to consider adding to the project scope.

1) Meeting with City staff and elected official liaison(s) on "guiding principles" – 4 hours RI.

At an initial meeting with staff, review and hone the project scope. Discuss our set of "guiding principles" to learn the city's stance on some technical and political issues that may arise in the development of bikeway recommendations. It is vital at this early point to develop a clear consensus on these sometimes-sensitive topics, which include the plan's "target audience", types of off-road and on-road bikeways that are "on the table", conditions (if any) for removal of parking, extent of lane width narrowing for bikeway striping, emphasis on education efforts, potential implementation budgets, and more. Our planning process assumes that existing pavement widths will be used, but the possibility of extra width solely for bikeways – in road reconstructions or even stand-alone projects – is discussed in this step.

2) **[Optional]** Conduct a kickoff "brainstorming workshop" – 6 hours RI, 4 hours ATA.

Host a "public brainstorming workshop", at which residents (and, ideally, elected officials) are briefed on the project and bike planning principles and then participate in individual and group prioritization exercises of "routes to study" during the planning process. This meeting helps identify and prioritize potential roadway and other corridors for the bike network – while building public support for the plan.

3) **[Optional]** Conduct online community engagement – 2 hours ATA.

Develop an online map and survey to be distributed widely around Park Ridge. ATA and RI promote survey through their respective networks and local media, and work with city staff and liaisons to distribute through official Village channels.

Working Statewide for Better Bicycling

2550 Cheshire Dr., Aurora, IL 60504
info@rideillinois.org
www.rideillinois.org

4) Detailed data review and collection on "routes to study" – 10-20 hours RI, 3 hours ATA

Review with staff the accuracy of routes studied in 2005, field-collecting new data if needed. Collect data on any additional "routes to study". For on-road conditions, the "Bicycle Level of Service" measure is used to bring much-needed objectivity to the often-subjective topic of how bike-friendly a road is. Traffic conditions, roadway geometry, existing off-road accommodations, and context are recorded in a master spreadsheet. ATA conducts an existing conditions analysis in GIS.

5) Revise 2005 recommendations and add recommendations for any new routes – 15 hours RI, 6-12 hours ATA.

Analyze the corridors studied to develop recommendations for the proposed bikeway network, which ideally would approximate a grid with 1/2 to 1 mile spacing. Use a Bicycle Level of Service target grade of "B" to help determine whether signage alone is sufficient, striping is needed (where feasible), or alternative options must be chosen. For segments where the primary recommendation has technical or political sensitivities, list fallback option(s) in the spreadsheet. Be very specific in the recommendations, including striping and lane widths (where applicable) to further assist the city in implementation. Additionally, assign priorities to the various network segments, using public input, network importance, and strategic implementation as inputs. Meet with key staff (including the city engineer) to review these preliminary recommendations and gain a consensus.

6) **[Optional]** Develop non-infrastructure recommendations, including education, encouragement, and enforcement suggestions – 2 hours RI, 1 hour ATA.

7) Revise the updated plan memo – 8 hours RI. **[Optional]** Graphics layout work to improve the look of the memo – 6 hours ATA.

8) **[Optional]** Conduct a public meeting on the draft plan – 5 hours RI, 4 hours ATA.

9) **[Optional]** Present plan to city council – 4 hours RI.

Ride Illinois' billing rate is \$75/hour; Active Transportation Alliance's is \$90/hour.

- **Total estimate with no options:** 37-47 hours RI, 9-15 hours ATA, total maximum of \$4875
- **Total estimate with all options:** 54-64 hours RI, 26-32 hours ATA, total maximum of \$7680

Please let me know if further detail is needed on the above.

Sincerely,



Ed Barsotti, Chief Programs Officer