



TO: Mayor Shaun Sipma
Members of the City Council

FROM: David Wicke, Assistant City Engineer

DATE: 6/19/2018

SUBJECT: WASHINGTON ELEMENTARY SCHOOL SAFE ROUTES TO SCHOOL
PROJECT – TRANSPORTATION ALTERNATIVES GRANT (PROJECT #4367)

I. RECOMMENDED ACTION

1. Recommend approve acceptance of federal Transportation Alternative (TA) funds in the amount of \$234,693.00.
2. Authorize staff to solicit for construction/engineering services.
3. Authorize staff to complete the project to provide safe routes to school for Washington Elementary.

II. DEPARTMENT CONTACT PERSONS

Lance Meyer, City Engineer	(701) 857-4100
David Wicke, Assistant City Engineer	(701) 857-4100

III. DESCRIPTION

A. Background

In December of 2017, and after approval by the City Council, the City of Minot applied for TA funds to provide safe routes to Washington Elementary School by connecting a network of existing sidewalks to promote and improve the ability for students to walk and bicycle to and from school. Furthermore, the construction of the sidewalks will enhance overall pedestrian traffic in the vicinity with the new walks, curb ramps and crosswalks being ADA compliant with current standards.

TA funds for FY 2019 was awarded to the City of Minot in May of 2018 of a maximum amount of \$234,693.00 representing 80.93% of the total estimated construction cost of the project to construct the safe route sidewalks. The City has preliminarily allocated \$90,000.00 in the 2019 draft CIP for the local match and construction engineering cost. The City's cost share of the project will come from these funds.

B. Proposed Project

The project will construct sidewalks and crosswalks to provide safe routes for pedestrian traffic to Washington Elementary School. The project will be designed this year, with a public input meeting later in 2018.

C. Consultant Selection

The engineering department will prepare the Documented Categorical Exclusion report to the NDDOT and perform the design engineering in house. However, with the turnover in the engineering department, city staff does not have the technical expertise to perform the required NDDOT construction records portion of the project. Therefore, a consultant will have to be hired to assist the city with this aspect of the project.

On larger projects, a full request for qualifications would be solicited. This process is very time consuming and expensive for consultants, so on small projects such as this, staff is proposing to request proposals to perform this work. Staff would put together a scope of work for the project, and solicit quotes from consultants to perform the work. The estimated contract would be around \$30,000.

IV. IMPACT:

A. Strategic Impact:

The safe routes to school will have a desirable and improved pedestrian traffic in the area and will improve overall vehicular and pedestrian traffic.

B. Service/Delivery Impact:

Some traffic flows may be impacted during the construction operations, traffic control devices and/or detour routes will be employed during the work.

Some residents may have concerns with maintaining a new sidewalk in front of their property where a sidewalk currently does not exist. However, once the City accepts the grant, we must follow through on constructing the improvements.

C. Fiscal Impact:

The City's will have a 20% cost share in which budgeted funds for the 2019 CIP will be utilized to pay for the City's share. There will also be the added construction engineering costs from a consultant.

Estimated Project Costs

Preliminary Cost Estimate	\$289,995.00
Federal Transportation Alternative Funds	\$234,693.00
City of Minot Estimated Cost Share	\$60,000.00
Consultant Construction Engineering	\$30,000.00
Total City Cost Amount	<u>\$90,000.00</u>

V. ALTERNATIVES

NA

VI. TIME CONSTRAINTS

The NDDOT needs confirmation by July 14, 2018 that the City will accept the funds.

VII. LIST OF ATTACHMENTS

- A. City of Minot TA Application Documentation for Washington Elementary Safe Routes to School FY 2019

B. NDDOT's Award Notification Documentation