

**COUNCIL ACTION FORM**

**SUBJECT: 2020/21 SHARED USE PATH SYSTEM EXPANSION – VET MED TRAIL  
(S. 16<sup>TH</sup> STREET TO S. GRAND AVENUE)**

**BACKGROUND:**

This program provides for construction of shared use paths along streets and through greenbelts. The Long-Range Transportation Plan (LRTP) identifies those paths that separate bicycle traffic from higher-speed automobile traffic. **This project will pave the existing granular Vet Med Trail from S. 16<sup>th</sup> Street to S. Grand Avenue.**

**This contract involves the design of the project.** Elements include at least one public informational meeting, easement acquisition services for the 1225 S. 16<sup>th</sup> Street (rear) property, and design of the shared use path. Services will include a base survey, evaluation of construction technique, area drainage analysis, preparation of plans and specifications, notification and coordination with Iowa DOT, Iowa State University, adjacent property owners, and contractors of nearby construction projects, and attendance at a pre-construction meeting. Also included will be plan development and all required submittals to meet Iowa DOT letting requirements, with an anticipated Summer/Fall 2021 letting for construction in 2021-22, coordinated with S Grand work.

Proposals for this work were received from eight engineering firms and were evaluated according to the following criteria: Project Understanding, Design Team, Previous Experience, Ability to Perform Work, and Estimated Contract Cost. Listed below is the ranking information based on this evaluation:

Engineering Firm	Overall Rank	Estimated Fee
Bolton & Menk, Inc.	1	\$46,138
WHKS & Co.	2	\$46,275
Shive-Hattery, Inc.	3	\$46,000
MSA Professional Services, Inc.	4	\$58,000
Snyder & Associates	5	\$67,000
Clapsaddle-Garber Associates, Inc.	6	\$48,000

Given the above rankings, staff has negotiated a contract with the highest ranked firm, Bolton & Menk, Inc., of Ames, Iowa.

This project is shown in the 2020-21 Capital Improvements Plan with funding in the amount of \$461,000 from Local Option Sales Tax, and \$159,000 from MPO/STP funds, **bringing the total project budget for administration, engineering and construction to \$620,000.**

**ALTERNATIVES:**

1. Approve the engineering services agreement for the 2020/21 Shared Use Path System Expansion – Vet Med Trail (S. 16<sup>th</sup> Street to S. Grand Avenue) project with Bolton & Menk, Inc., of Ames, Iowa, in an amount not to exceed \$46,138.
2. Direct staff to negotiate an engineering agreement with another consulting firm.

**MANAGER'S RECOMMENDED ACTION:**

Based on staff's evaluation using the above criteria, Bolton & Menk, Inc. will provide the best value to the City in designing this project.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.