

City of Brisbane

Agenda Report

TO: Honorable Mayor and City Council

FROM: Randy Breault, Director of Public Works/City Engineer via City Manager

SUBJECT: Professional Services Agreement for Bicycle and Pedestrian Master Plan

DATE: October 15, 2015

City Council Goals:

To promote transportation opportunities that maximize safety, reliability, enhance circulation and create options thereby reducing reliance on the use of the automobile. (#5)

To promote intergovernmental opportunities that enhances services and/or reduces cost of operations and services to city residents. (#10)

Purpose:

To obtain Council's approval of the attached Professional Services Agreement; non-automotive means of transportation are consistent with the Council's value of being environmentally progressive.

Recommendation:

Approve the attached Agreement for Professional Services with Alta Planning + Design in the amount of \$50,000, for the development of a Bicycle and Pedestrian Master Plan.

Background:

Council first considered the development of such a plan at its 4/2/15 meeting. Subsequently, staff brought forward a draft Request for Proposals (RFP) to council at its 6/18/15 meeting. Based on input received from Council, an RFP was delivered to six (6) firms on 7/2/15.

Proposals were received from three (3) firms on the due date of 9/2/15. Due to the modest budget proposed, the consultants were not asked to make a formal presentation to the city on their proposal; instead, staff reviewed the proposals. The Director and Deputy Director of Public Works both concluded that Alta Planning + Design submitted the most responsive proposal, and both recommend entering into an agreement with this firm.

Discussion:

Assuming the PSA is approved, the consultant will begin scheduling its outreach meetings with the public, with the stakeholder group approved by Council at its 6/18/15 meeting, and with staff.

Fiscal Impact:

The Council has previously allocated \$50,000 from Department 100, Account 52241 of the FY14-15 budget to fund this effort.

Measure of Success

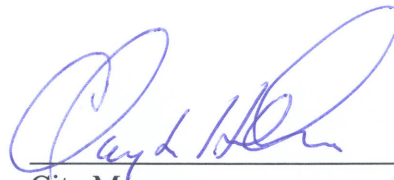
A combined bicycle-pedestrian master plan that enhances the community's opportunities for walking and riding, and that supports staff's efforts in obtaining grants to construct identified projects.

Attachments:

- 4/2/15 staff report and excerpt of meeting
- 6/18/15 staff report and excerpt of meeting
- 7/2/15 Request for Proposals
- 9/2/15 Proposal from Alta Planning + Design
- 9/24/15 supplemental letter from Alta Planning+ Design
- Alta Planning + Design Fee
- Agreement for Professional Services



Director of Public Works/City Engineer



City Manager

A copy of supporting materials provided to the City Manager and Council Persons in connection with this agenda item is available for public inspection and copying at 50 Park Place, City of Brisbane Department of Public Works, Brisbane, CA, 94005. Telephone: (415) 508-2130.

City of Brisbane

Agenda Report

TO: Honorable Mayor and City Council

FROM: Randy Breault, Director of Public Works/City Engineer via City Manager

SUBJECT: Consideration of Bicycle and Pedestrian Master Plan

DATE: April 2, 2015

City Council Goals: To promote transportation opportunities that maximize safety, reliability, enhance circulation and create options thereby reducing reliance on the use of the automobile. (#5)

Purpose: To obtain Council's input on the proposed development of bicycle and pedestrian master plans; the enhancement of these transportation modes is consistent with the Council's goal of being environmentally progressive.

Recommendation: Provide guidance to staff on any of the following issues

- Whether or not the Council wishes to pursue publication of a Request for Proposals now or at some future date.
- Modifications or additions to the items proposed for inclusion in the Master Plans.
- Comments on proposed funding source for Master Plans.

Background:

Local, state and federal funding sources for bicycle and pedestrian projects all generally include the following requirements and weighted criteria; public involvement in the development of the proposed project, consistency with local, countywide and regional goals, and particularly in the Bay Area - compliance with the One Bay Area Grant Complete Streets Policies.

The city's development of a Complete Streets Safety Committee was a positive first step in creating an organization that could holistically consider multiple issues that were previously siloed during consideration. However, the most effective way to demonstrate compliance with a typical "Call for Projects" application is to have an adopted Master Plan that pre-identifies specific projects and their compliance with city Master Plans and technical elements, with countywide plans/goals, and with requirements imposed by the Metropolitan Transportation Commission.

Discussion:

If Council were to direct staff to move forward with development of an RFP, the following elements are identified as desired final outputs of the final scope of work:

Bike Plan:

- Confirmation of existing Class II bikeways (Bayshore, Sierra Point Parkway)
- Confirmation of support for Class I and II bikeways proposed through Baylands planning area (Bay Trail connection, Geneva Corridor east-west connection, re-establishment of Tunnel Avenue north-south connection)
- Discussion of viability and need/desirability for Class II bikeways on Valley Drive, Mission Blue Drive, Guadalupe Canyon Parkway
- Recommendations of bicyclist amenities (e.g., bike shelters at transit stops) for existing and proposed bikeways

Pedestrian Plan

- Overall – develop a plan that shows existing improved (i.e., sidewalks provided) pedestrian routes and recommended new construction
- An analysis of existing travel patterns from start points and desired end points (e.g., school, work, access to trail heads) that helps prioritize proposed capital improvement projects
- Discussion and recommendation on where sidewalks are proposed, recommended, or not required (including recommendations for Circulation Element as a piece of complying with Complete Streets Act)

Additionally, staff would suggest creating stakeholder group to work with the consultant, with the following initially identified membership:

Complete Streets Safety Committee (1)
Parks & Recreation Commission (1)
Open Space and Ecology Committee (1)
Mothers of Brisbane (1)
At-large Member (1 - preferably a representative from the bicycling community)
Ex officio staff members from Public Works, Police, Parks & Recreation

Fiscal Impact:

Staff proposes a budget of \$50,000 for this work. Two possible sources for this funding are; proceeds from the sale of city land adjacent to 201 South Hill, and the city's General fund. Over the last few years, grant funding has not been readily available for the development of Master Plans.

Measure of Success

Development of Master Plans that allow the city to successfully compete for and obtain grant funding for pedestrian and bicycle projects.

Director of Public Works/City Engineer

City Manager

Excerpt from the City Council Meeting of April 2, 2015

- B. Provide guidance to staff on whether to pursue publication of a Request for Proposals to develop Bicycle and Pedestrian Master Plan, and if so modify or add to scope of work prepared by staff; provide guidance or comments on the proposed funding of the plan; and give direction on creating a stakeholder group to work with potential consultant

Public Works Director Breault said that local, state, and federal funding sources for bicycle and pedestrian projects all generally include public involvement in the development of the proposed project, consistency with local, county wide and regional goals, and particularly in the Bay Area, compliance with the One Bay Area Grant Complete Streets Policies.

He said that the City's development of a Complete Streets Safety Committee was a positive first step in creating an organization that could consider multiple issues but that the most effective way to demonstrate compliance with a typical "call-for-projects" application was to have an adopted Master Plan that pre-identifies specific projects and their compliance with City Master Plans, with County-wide goals, and that meet the requirements imposed by the Metropolitan Transportation Commission.

He then outlined the elements that would be identified as desired final outputs of the final scope of work if the Council directed staff to pursue a Request for Proposals to develop a Bicycle and Pedestrian Master Plan.

He also recommended the creation of a stakeholder group and reviewed its proposed membership. He proposed a budget of \$50,000 to hire a consultant to develop the Master Plan and identified two possible funding sources.

Councilmembers discussed modifications to the proposed scope of work, including the issue of enforcement of parking and driving regulations, connecting the Central Brisbane stairways to the County Park and the Crocker Industrial Park Recreational Trail, connecting The Ridge to the Industrial Park and Central Brisbane, inclusion of the trails on San Bruno Mountain and in the Brisbane Acres in the Plan, and coordination with other cities where bikeways could connect.

Coleen Mackin proposed getting greater community participation in the development of the Master Plan by having it start with review by the Parks and Recreation Commission, the Open Space and Ecology Committee, and the Complete Streets Safety Committee.

After some discussion, Councilmembers concurred that the consultant make a presentation to each Commission/Committee in the proposed stakeholder group to gather the initial information and then have each group select their representative(s) to serve on the stakeholder group.

Councilmembers discussed the membership of the proposed stakeholder group and agreed that one Councilmember should be added and that the Complete Streets Safety Committee have two members on the stakeholder group. Councilmembers also concurred that CM Lentz would be a good choice represent the Council.

Councilmembers discussed where the \$50,000 should come from to pay for the proposed consultant and it was the consensus that it should come from the Council one-time project account instead of from the funds for the sale of city land adjacent to 201 South Hill.

City of Brisbane

Agenda Report

TO: Honorable Mayor and City Council

FROM: Randy Breault, Director of Public Works/City Engineer via City Manager

SUBJECT: Bicycle and Pedestrian Master Plan Request for Proposals

DATE: June 18, 2015

City Council Goals:

To promote transportation opportunities that maximize safety, reliability, enhance circulation and create options thereby reducing reliance on the use of the automobile. (#5)

To promote intergovernmental opportunities that enhances services and/or reduces cost of operations and services to city residents. (#10)

Purpose:

To obtain Council's input on the request for proposals to develop a bicycle and pedestrian master plan; non-automotive means of transportation are consistent with the Council's value of being environmentally progressive.

Recommendation:

Provide comment on the proposed membership of the stakeholder group, and on the scope of services for the Master Plan.

Background:

The Council has previously requested the development of this Master Plan to assist in identifying and prioritizing projects, and in submittal of grant applications.

Discussion:

The recommended constituency of the stakeholder group is shown on the following page:

Complete Streets Safety Committee (1)
Parks & Recreation Commission (1)
Open Space and Ecology Committee (1)
Mothers of Brisbane (1)
At-large Member (1 - representative from the bicycling community)
City Council representative (1)
Ex officio staff members from Public Works, Police, Parks & Recreation

The requested scope of services are identified in pages G1-G3 of the General Information section and the required deliverables are identified in pages S1-S3 of the Scope of Services section.

Fiscal Impact:

The Council has previously allocated \$50,000 from Department 100, Account 52241 of the FY14-15 budget to fund this effort.

Measure of Success

A combined bicycle-pedestrian master plan that enhances the community's opportunities for walking and riding, and that supports staff's efforts in obtaining grants to construct identified projects.

~~Attachments~~

~~Draft Request for Proposals~~

Director of Public Works/City Engineer

City Manager

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Excerpt from June 18th City Council Minutes

D. Consider approval of Request for Proposals regarding creation of the Bicycle and Pedestrian Master Plan

Public Works Director Breault said that the Council had previously requested the development of a Bicycle and Pedestrian Master Plan to assist in identifying and prioritizing projects and in the submittal of grant applications. He asked that the Council provide any comments they may have on the scope of services in the Request for Proposals and on the membership of the stakeholder group.

CM Miller said it would be useful to add a little bit more language about trails because it justifies where the money is coming from. He also suggested highlighting the instructions to consultant on the development of trail maps and showing their connection to central Brisbane.

CM Miller also asked that the Tunnel Avenue bike path be reconstituted. He asked whether it made any sense to direct bicyclist down the safest way. He noted how dangerous Tunnel Road is for bicyclists.

CM Miller also suggested that there be two members of the Complete Street Safety Committee on the stakeholder group and other Councilmembers concurred.

CM Lentz also indicated the need for a map showing how the existing central Brisbane trails connect to the trailheads leading to San Bruno Mountain. He noted that showing how the plan connects with the County parks may help in capturing Measure A Funds.

CM Liu noted that access to existing trail heads needs to be highlighted. She noted that on Page G2, South Hill Drive is missing and suggested including it. She also noted that Lagoon Way needs improvements and that safety issues should be looked at.