

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL MEETING
FEBRUARY 14, 2012 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Contract for Professional Services to Update the Village Bicycle and Pedestrian Plan	Resolution Ordinance ✓ Motion Discussion Only	Nan Newlon, P.E. Director of Public Works

SYNOPSIS

A motion is requested to award a professional services contract for preparation of an update to the Village's Bicycle and Pedestrian Plan to Sam Schwartz Engineering of Hoffman Estates, Illinois in the amount of \$78,695.00.

STRATEGIC PLAN ALIGNMENT

The goals for 2011-2018 identified *Top Quality Infrastructure and Steward of Financial and Environmental Sustainability*

FISCAL IMPACT

The FY11 budget includes \$80,000 in the Capital Projects Fund for this project. This project is 100% funded by a CMAP grant.

RECOMMENDATION

Approval on the February 14, 2012 consent agenda.

BACKGROUND

The purpose of this project is to ensure that the Village is using best practices to plan and manage the transportation system, specifically for non-motorized trips. Efficient and safe bicycle and pedestrian trips contribute to physical health and reduced congestion, pollution and demand for parking.

In August 2011, the Village was awarded a Community Planning Program grant by CMAP to update the existing Bicycle and Pedestrian Plans. In June, 2000 and September, 2001 Downers Grove created both a Bikeway and Pedestrian Plan, respectively. While these were effective planning documents, the existing conditions of the Village have changed to the point where they are no longer as effective as they once were. An update of these plans, including a survey of the Village's compliance with the Americans with Disabilities Act regulations for pedestrian facilities, will help to improve the local networks and strengthen connections to regional destinations. This project will expand upon many of the planning processes currently under way in Downers Grove.

The consultant, working closely with Village staff and a project steering committee, will be responsible for addressing the following issues as part of the plan update:

Data Collection

Extensive field work will be conducted to determine the existing conditions and resident perceptions about walking and bicycle infrastructure throughout the Village as well as existing and proposed neighboring and regional facilities. Other data to be collected will include local crash statistics, roadway conditions, future routes, transportation-related municipal, school, and park policies, opportunities for links to transit,

and existing education and outreach programs.

A field survey of pedestrian infrastructure will be conducted in the downtown, at the commuter stations, public parking facilities and Village owned properties with public access to determine compliance with current and proposed American with Disabilities Act (ADA) regulations. An implementation plan will be prepared which will include recommended priorities, schedules and estimated costs.

Public Engagement

The Consultant will conduct extensive community outreach including at least three public meetings with the focus and location to be determined by the consultant and Village staff, as well as specialized focus groups if necessary. The consultant may also utilize key stakeholder interviews, online surveying, on-the-street surveying tools and other public engagement approaches that are necessary to create a successfully project.

Analysis

Using data from research and public engagement the consultant will analyze the existing conditions and determine the best steps needed to improve the local bicycle and pedestrian network through changes to policy and programs. These recommendations will be specific to local issues and based on broadly accepted standards and best practices.

Adoption

The consultant will prepare a draft plan which will be presented to the Transportation and Parking Commission and the Village Board for final approval.

Implementation

The Consultant will prepare and include in the plan recommendations, which will include proposed projects with cost estimates, and strategies for the Village to engage the community through educational outreach and promoting awareness of the Plan. Village staff will work to find resources and funding in order to fully implement the plan.

A Request for Proposal was posted on the Village's website on 11/28/2011 and five submittals were received. After reviewing the proposals, Sam Schwartz Engineering was determined to be the most qualified firm based upon the firm's related experience, the project team's composition and the project manager's level of expertise and experience. This project is anticipated to be complete by late September 2012. Sam Schwartz Engineering has completed similar studies for the communities of Chicago, Mt. Prospect, Allentown, PA and the Glenbard School District 87.

ATTACHMENTS

Contract Form

Campaign Disclosure Form

Capital Project Sheet BW-006

S A M S C H W A R T Z
E N G I N E E R I N G



Proposal for the Village of Downers Grove
Bicycle and Pedestrian Plan
BW00612

PROPOSAL DUE DATE: January 6, 2012



Mr. Mark de la Vergne | 505 N LaSalle Dr. | Ste. 300 | Chicago, IL | 60654 | 773.305.0800 | mdelavergne@samschwartz.com

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BW00612

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Village of Downers Grove

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S A M S C H W A R T Z
E N G I N E E R I N G

December 21, 2011

Ms. Theresa H. Tarka, Purchasing Assistant
Village of Downers Grove
801 Burlington Avenue
Downers Grove, IL 60515

Re: Proposal Name: Village of Downers Grove Bicycle and Pedestrian Plan
Proposal No: BW00612

Dear Ms. Tarka:

Sam Schwartz Engineering (SSE) is extremely excited at the opportunity to assist the Village of Downers Grove in developing an updated Bicycle and Pedestrian Plan. SSE is currently leading some of the most exciting bicycle and pedestrian planning efforts in Chicago and across the country. Our expertise and commitment to this project will assist the Village in becoming one of the most pedestrian and bicyclist friendly municipalities in the Chicagoland area.

SSE has offices in Chicago, New York, Newark, Philadelphia, Washington D.C., Tampa, and Los Angeles, but all work on this project will occur in Chicago. SSE is licensed to practice in New York, New Jersey, Pennsylvania, Florida, Illinois, Georgia, California, and Virginia.

We have also included Land Vision on this team to assist with public outreach and graphics. Land Vision is an award winning planning and design firm that truly understands the relationship between land use and transportation.

Attached to the cover letter is our approach to the project and our general qualification

Sincerely,

Mark de la Vergne
Associate | Project Manager
mdelavergne@samschwartz.com
773.305.0800

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Walkable and bikeable communities appeal to both prospective residents and businesses. They have a sense of life that can create community as well as offer numerous benefits, including improving the health of residents, promoting social interaction between neighbors and increasing property values while reducing crime, transportation costs, and pollution. It also portrays the community as having a progressive mindset with regards to transportation.

The Village of Downers Grove has many of the characteristics that are necessary to create a great walkable and bikeable community. The Village's leadership recognizes the benefits of improving the area for pedestrians and bicyclists. It has excellent transit service and a strong Downtown. Many of the necessary pieces are already in place in Downers Grove to achieve the goals set forth in the RFP and SSE can keep the momentum going as part of the Bicycle and Pedestrian Plan.

It is understood that the study area of the pedestrian infrastructure survey includes the limits of Downtown as proposed in the addendum to the RFP and the Main Street and Fairview Metra stations, and the study area of the bicycle plan is the entire Village.

Task 1 – Existing Conditions

Data is the foundation upon which we build all of our work. We will be exhaustive in our approach to collecting, analyzing, and displaying data.

Task 1.1: Review of Existing Documents

SSE will review all existing Village and County documents that have addressed pedestrian and bicycling issues in Downers Grove. These documents include, but will not be limited to:

- Village Bikeway Plan
- Village Pedestrian Plan
- Village Comprehensive Plan
- Village Trails and Transit Plan
- Village Capital Improvement Plan
- DuPage County Regional Bikeway Plan
- Previous traffic and parking studies conducted in the Village

SSE will develop a brief summary memorandum that includes the recommendations and policies from each document and the current status of implementation.

Task 1.2: Review Crash Data

SSE will obtain pedestrian and bicycle crash data for the entire Village over the last five years and create up to four maps that display the crash locations.

Task 1.3: Development of Destination Map

SSE will create a map of major destinations in the Village for pedestrians and bicyclists. This will include parks, schools, transit, and other locations that residents want to walk and bike to in the Village and regionally. This map will be created with the assistance of the participants of the public outreach process and the Steering Committee.



Task 1.4: Field Observations and Surveys

To best understand Downers Grove's existing transportation conditions from the human scale, SSE staff will walk and bicycle the Village to obtain first-hand knowledge of the street network. We will interact with pedestrians and bicyclists and experience what residents do on an everyday basis. The survey will document all modes of travel, but will pay special attention to issues relating to the bicycle and pedestrian safety and connectivity. Information collected will include:

- Directions of streets
- Roadway widths
- Speed limits
- Daily traffic volumes
- Existing on-street bicycle infrastructure
- Existing bike parking locations
- Mid-block crosswalk locations
- Bus stop locations
- Rail stations

Maps will be created that display the existing transportation conditions in the Village relating to bicyclists and pedestrians.

As part of this field survey, SSE will develop a catalog of the different types of pedestrian and bicycle infrastructure in the Village. The purpose of this catalog will be to provide a snapshot of the existing infrastructure in the Village.

Task 1.5: Development of Pedestrian Infrastructure Checklist

The project team, in conjunction with Village staff and the Steering Committee, will develop a field checklist that will be used for the pedestrian infrastructure survey. The purpose of the checklist will be to easily obtain data about the pedestrian conditions at each intersection and street segment and be able to compare apples to apples. The checklist will include sidewalk width/condition, traffic signal infrastructure (pedestrian heads, countdown timers, push buttons), accessibility, and aesthetics (parkways, street trees, adjacent lands use).

Task 1.6: Pedestrian Infrastructure Survey

The project team will utilize the checklist to physically survey the existing pedestrian infrastructure in Downtown Downers Grove as well as around the three Metra stations and all Village owned properties and public parking lots. Pictures will also be taken of each location.

Task 1.7: Compliance with Americans with Disabilities Act

Using the most current information from United States Access Board and the Illinois Department of Transportation's Bureau of Local Road, the project team will survey all pedestrian facilities in the study area to verify whether they meet current accessibility standards.

Task 1.8: Pedestrian Infrastructure Map

SSE will input all data collected into a Geographic Information Systems (GIS) environment. This GIS information will then be used as part of the analysis.



Task 1.9: Existing Conditions Report

SSE will summarize the findings of the existing pedestrian and bicycling conditions in a report. It is anticipated that this report will be only for internal use, but it can also be shared with the public.

Deliverables: Summary memorandum of previous documents; development of maps of historical bicycle and pedestrian crash data and destinations, and pedestrian infrastructure; photo catalog of existing pedestrian and bicycle infrastructure.



Task 2 – Analysis and Recommendations

The project team will identify pragmatic and implementable strategies to create a network of accessible, safe, and efficient pedestrian and bicycle routes that link the existing assets in Downers Grove. The project team will provide recommendations that are appropriate for the current market and flexible enough to expand as the needs of the community and market change.

Task 2.1: Corridor/Intersection Safety Analysis

SSE will review all crash data and identify specific corridors and intersections that need to be improved for pedestrian and bicyclist safety. Specific recommendations to improve six intersections and three corridors for pedestrians will be provided.

Task 2.2: Pedestrian Infrastructure Analysis

SSE will review the results from the pedestrian infrastructure survey to identify locations that require improvements/maintenance to meet Village and Federal standards.

Task 2.3: Pedestrian Infrastructure Improvement Plan

SSE will create a pedestrian infrastructure improvement plan for the Downtown, around the Metra stations, and at Village owned buildings and public parking lots. The purpose of the pedestrian improvement plan is to improve the safety of all pedestrians and ensure accessibility. The plan may include infrastructure improvements, such as sidewalk repairs, striping, new crosswalks, changes to existing traffic control, new signage, as well as other modifications, like changes in speed limits. It will also include recommendations to bring all facilities up to accessibility standards. The recommendations will be supported with graphics that visually display the information.

Task 2.4: Updated Bicycle Network

SSE will provide recommendations to update the Downers Grove bike network. The focus of the recommendations will be to provide safer connections to the Village's schools, parks, and transit stations in the study area. It will include recommendations for new striping of bike lanes and marked shared lanes. We will also identify specific physical barriers that may need to be overcome to make some of these connections.

Task 2.5: Preliminary Bike Parking Plan

SSE will provide the Village with a preliminary Bike Parking Plan. This will identify locations for additional bike parking in Village, types of bike parking that can be installed, and suggestions for making the bike parking request process easier for the residents and businesses.

Task 2.6: Pedestrian Policy Recommendations

SSE will develop a list of policy recommendations to improve pedestrian safety, connectivity, and livability. These policies will range from engineering (uncontrolled crosswalk policies, signal timings, leading pedestrian intervals) to land use (vehicular access, mitigation during construction, accessibility) to enforcement. The project team will work closely with Village staff to develop appropriate policy recommendations.

Task 2.7: Bicycle Policy Recommendations

SSE will develop a list of policy recommendations to encourage more bicycling in the Village. These will include changes to the zoning code as well as education and encouragement programs and events.



Task 2.8: Street Design Cross Sections

Up to five typical street designs will be created that can be applied to the various street configurations and conditions found throughout the Village. SSE will then use engineering judgment to pair recommended routes with appropriate street designs. SSE will create a color-coded map that indicates where each cross-section will be applied to each route.

Deliverables: Maps showing updated bicycle network, bicycle parking and locations for pedestrian improvements; five street cross sections; pedestrian and bicycle policy recommendations.



Task 3 – Public Outreach

Public outreach is one of the key aspects to any plan, and it is imperative to engage all stakeholders to include their input. We want to hear from people that walk and bike in Downers Grove now, as well as those that would like to walk or bike but don't presently feel safe doing so. The input and support of the stakeholders will make implementation of the plan much easier and more successful. Land Vision will lead the Public Outreach portion of the project with the assistance of SSE.

Task 3.1: Kickoff Meeting with Village Staff

A kickoff meeting will be held to refine the project goals, project schedule, and what interests should be represented in the Steering Committee.

Task 3.2: Creating Steering Committee

The project team will work with Village staff to develop a project Steering Committee. The Steering Committee should represent a diverse cross section of the stakeholders of the project: residents, business leaders, and decision makers. The purpose of the Steering Committee is to help guide the process, serve as a sounding board for the project team, and assist with reaching out to the community. We anticipate monthly meetings/conference calls to be held with the Steering Committee throughout the project.

Task 3.3: Facebook Group

The project team will create a Facebook group to provide weekly updates on the project and allow people to comment on maps, pictures, or other documents that are created as part of the project. It is our experience that a Facebook group is more effective than a standalone website in providing people that are interested in the project with constant information and a open forum for feedback. It also allows us to leverage existing Facebook groups, such as Downtown Downers Grove (3,790 members), Downers Grove South High School (2,620 members), or Campus Life – Downers Grove (555 members), to help publicize our efforts.

Task 3.4: Open House

A core belief of our project team is that the public outreach process needs to be fun for those involved. Meetings need to be more than listening to staff/consultants talk and answer questions. It needs to be an interactive process that engages participants and inspires them to provide feedback. An excellent way to accomplish is an open house that allows participants to spend as much time discussing the project and giving input. The project team will hold two open house events as part of the project, one for existing conditions and one to present recommendations. We anticipate holding the open house on Saturdays in a convenient and high profile location, like a vacant storefront in Downtown. Open houses that we have held in the past have included video, budgeting exercises, mapping exercises, and other tools to engage residents.

Task 3.5: Public Meetings

In addition to the open houses, the project team will hold two "traditional" public meetings that will include presentations, question and answer sessions, and interactive activities.

Task 3.6: Webinar

The project team will hold two webinars during a weekday lunch period that will provide additional opportunities for residents to participate in the process. These webinars will mirror the information provided at the public meetings.



Task 3.7: Bikeshops and Walkshops

SSE lead two bikeshops (bicycle workshops) and two walkshops (walking workshops) through the Village. These workshops will consist of consultant and staff-led bike rides and walking tours on Village streets and will include frequent stops to discuss infrastructure issues, such as off-street trails, sidewalks, intersection treatments, connections to transit, bridges over roadways, bike parking, and on-street bike lanes.

Task 3.8: Project Meetings

It is anticipated that the project team will meet with Village staff on an ongoing basis throughout the project timeline.

Task 3.9: Public Outreach Memorandum

The project team will develop a memorandum that summarizes each of the meetings and the input that was received at each.

Anticipated Deliverables: Two open house meetings; two traditional public meetings; two webinars; two bikeshops; two walkshops; public outreach memorandum.



Task 4 – Making It Happen

The success of any plan is judged on its eventual implementation. The project team will develop a detailed implementation guide to assist the Village with improving its pedestrian and bicycling conditions and making the plan a reality.

Task 4.1: Cost Estimates

SSE will provide a cost estimate for each recommendation identified in Task 3.

Task 4.2: Implementation Matrix

SSE will create an Implementation Matrix that will serve as the guiding document for the Village of Downers Grove to implement the infrastructure and policy recommendations.

It is expected that the Implementation Matrix will include the following information:

- Timeframe: SSE will identify when each recommendation should be implemented, either using specific years or timeframes.
- Cost: SSE will include the cost estimate from the previous sub-task for each recommendation in the matrix.
- Next Steps: SSE will identify the next steps necessary for each recommendation to gain approval.
- Agency Partners: SSE will identify all the necessary agency partners that will be required for each recommendation.
- Funding: SSE will identify potential funding sources to implement each of the recommendations.

The Implementation Matrix will be expanded if additional information needs to be included.

Task 4.3: Performance Indicators

SSE will work with staff to develop a set of performance indicators that will help measure the progress of implementation. One of these performance measures will be to attain Bicycle Friendly Community status from the League of American Bicyclists.

Anticipated Deliverables: Cost estimate for each recommendation; implementation matrix, set of performance indicators.



Task 5: Deliverables

The final deliverables must go beyond simply text and maps. SSE will weave together the technical narrative and data into a clear and easy to understand report. Using creative graphics the data will be represented in a visual manner as opposed to a tabular format so that conclusions can easily be drawn. Graphics will be thoughtful and playful, and easily understood by the reader. The final report will be a high quality, functional document that grabs people's attention. SSE has received numerous accolades from both clients and the public for the final deliverables that we create as an integral part of our projects.

Task 5.1: Existing Conditions Report

SSE will summarize the findings of the existing pedestrian and bicycling conditions in a report. It is anticipated that this report will be only for internal use, but it can also be shared with the public.

Twenty color hardcopies and a full PDF file will be provided for the Village to review. We ask that all comments on the plan be transferred to one hard copy to facilitate the editing process for creation of the final plan.

Task 5.2: Draft Recommendations

SSE will provide twenty color hardcopies and a full PDF file of the project recommendations to the Village and the Steering Committee for review. We ask that all comments on the plan be transferred to one hard copy to facilitate the editing process for creation of the final plan.

Task 5.3: Final Plan

SSE will incorporate all comments and create a final version of Downers Grove Bicycle and Pedestrian Plan. We will provide ten color copies of the final report as well as one digital copy.

Task 5.4: Executive Summary

SSE will create an executive summary document that will summarize the overall document in a few pages. This document will be intended for interested parties that do not want to read the full report. Ten color copies of the executive summary will be provided along with a digital copy.

Task 5.5: Graphics

SSE will provide the Village with electronic copies of all GIS shapefiles and JPEG graphics created as part of this project so that the Village can use them for future efforts.

Task 5.6: Meetings

As outlined in Task 3, the project team will host and attend a number of meetings throughout the life of the project



Task 6: Project Management

In order to deliver a quality, on-time product, top notch project management is necessary. Mark de la Vergne will serve as Project Manager for the Sam Schwartz Engineering team.

Listed below is an initial outline of our project management plan, but we will work with the Village to create a final plan that best fits the needs of staff and the steering committee.

Task 6.1: Weekly Progress Reports

The project team will submit weekly progress reports to the Village of Downers Grove. These reports will include tasks completed, upcoming milestones, compliance with project schedule, and budget updates.

Task 6.2: Basecamp Site

The project team will host an internal Basecamp (www.basecamp.com) project site that will host all project files, project schedule, and allow for internal communication between the project team and staff.

Task 6.3: Quality Control/Quality Assurance

The project team will provide the Village with a quality control/quality assurance (qc/qa) plan before work is commenced on the project. All documents and graphics will be reviewed by our qc/qa manager before they are sent out to Village staff.

Task 6.4: Monthly Budget/Schedule Review Meetings

The project team will hold a monthly meeting or conference call with Village staff to review the status of the project budget and schedule. This will help ensure an on-time, on-budget product.



David Miller is Sr. Vice President and General Manager of the Chicago office. He has 43 years experience, primarily in traffic engineering and transportation planning. He has managed or directed over 1,800 traffic impact studies throughout the US and overseas. These studies included retail, commercial, office, industrial, residential and sports facilities developments. Significant projects include the Chicago Bears Stadium Site Analysis, the Cornerstone 640-acre multi-use development, the Cantera 610-acre office/industrial park, and Um Al-Qura University. Mr. Miller has been called as an expert witness at over 2,500 public hearings for these projects.

Mr. Miller has also managed traffic safety and operational studies, parking studies and corridor studies that included the Strategic Regional Arterial Studies of over 305 miles of regional arterials throughout the Chicago area. He also presented seminars on Urban Street Design and Highway Capacity for Federal and State Highway officials in six states. Prior to joining SSE, Mr. Miller was the Founder, President and CEO of Metro Transportation Group, Inc., a firm specializing in traffic engineering, transportation planning, signal systems and design for over 30 years

RELEVANT EXPERIENCE

Peer Traffic Review

Mr. Miller has provided peer review for numerous municipalities, engineers and attorneys in the review of other traffic consultant's reports and findings. These reviews were for projects that included retail, office, industrial and residential uses. Typically, he would review traffic counts, traffic generation, trip distribution and assignments, and the proposed recommendations for access, intersection improvements and traffic control, internal circulation and service vehicle access and circulation.

Willowbrook On-Call Traffic Services, Willowbrook, IL

Mr. Miller has provided traffic engineering services to this small suburban Village for over 32 years. The services have included input to the long-range plan, roadway and intersection analyses, stop sign requests, sign inventory, analysis of cut-through traffic, review of proposed developments and creation of a pedestrian/bicycle plan.

Strategic Regional Arterial Studies, Chicago, IL

Mr. Miller was Deputy Project Manager for the study of 305 miles of regional arterials throughout the Chicago area. He reviewed the existing traffic and land use conditions; identified future roadway alignments, width and ROW requirements; and developed order of magnitude costs. The analysis and recommendations were presented to representatives from the communities located along the corridors.

Relevant Expertise

- Project Management
- Traffic Engineering

Education

- Graduate Work
University of Illinois, 1971-1972
- B.S. in Civil Engineering
Washington University, 1968

Professional Certification

- Professional Engineer, Illinois
- Professional Engineer, Michigan

Professional Associations

- National Society of Professional Engineers, Member
- Illinois Society of Professional Engineers, Member
- Institute of Transportation Engineers, Fellow
- Institute of Transportation Engineers, Illinois Section, Past President
- Institute of Transportation Engineers, District IV, Past Chairman
- Institute of Transportation Engineers, Past International District Director

Time with SSE

1 Year



QA/QC Traffic

Chicago Bears Stadium Location and Traffic Analyses, Chicago, IL

Mr. Miller managed the due diligence conducted in identifying 12 potential sites for a new stadium in the Chicago area and northwest Indiana. Each site was evaluated with regard to accessibility, potential off-site traffic improvements and parking. Once the desired site was selected, which became the existing stadium site, Mr. Miller directed the thorough traffic and parking analyses, including accessibility, modification to existing interchange ramps, new underground tunnel, pedestrian flow, handling of on-site and remote parking, shuttle buses and event traffic control.

Cantera Office/Industrial Park, Warrenville, IL

Mr. Miller managed the entire traffic analyses for this 610-acre development. This included evaluation of the roadway system and interchange serving the development, including proposed roadway alignments, roadway widths, right-of way requirements, proposed traffic signal locations and intersection geometrics. With each new parcel that was proposed for the development, Mr. Miller evaluated the required driveway locations, internal access and circulation and parking requirements.

Cornerstone Multi-Use Development, Grayslake, IL

Mr. Miller is the traffic and parking manager for this 640-acre multi-use development that includes residential, office, industrial and retail uses. The analyses included the external roadway system and preliminary design, proposed traffic signal locations, and intersection/driveway geometrics. Mr. Miller also evaluated the internal roadway system and made recommendations on the street widths, right-of-way, on-street parking, service vehicle accessibility and internal intersection geometrics, including potential roundabout locations. Mr. Miller also developed a shared parking plan for the entire development that reduced peak parking demand by over 25 percent.

Um Al-Qura University, Mecca, Saudi Arabia

Mr. Miller managed the traffic and access analyses for a proposed new university in Mecca, Saudi Arabia. Traffic projections were developed and external roadways, interchanges, and key intersections were identified and analyzed to accommodate the projected traffic volumes. Internal streets and intersections, parking and pedestrian walkways were recommended.

Urban Street Design and Highway Capacity Seminars, Various States

Mr. Miller has presented seminars on Urban Street Design and Highway Capacity for Federal and State Highway officials in Alaska, Kentucky, Michigan, New York, Tennessee and Illinois. These five-day seminars included class participation and problem solving.



Mark de la Vergne is an Associate and Project Manager with Sam Schwartz Engineering. Mr. de la Vergne is recognized as one of Chicago's leaders and innovative thinkers in non-motorized transportation engineering and planning. He has extensive history working with communities in the Chicagoland area in improving their streets for pedestrians and bicyclists. Mr. de la Vergne graduated from the University of Pennsylvania with a Bachelors of Science in Systems Engineering, with a focus in Transportation. He serves on the Board of Directors of the Association of Pedestrian and Bicycle Professionals and on the Steering Committee of America Walks.

RELEVANT EXPERIENCE

Streets for Cycling Plan 2020, Chicago, IL

Mr. de la Vergne is currently the project manager for the City of Chicago Streets for Cycling Plan 2020. The plan will identify 150-250 miles of new bike facilities that will encourage Chicago's youngest and oldest residents to ride on city streets. These include cycle tracks, bicycle boulevards, bicycle preferred streets, and innovative intersection treatments. The project includes an exhaustive public outreach process including a Facebook site (www.facebook.com/streetsforcycling2020), nine Community Advisory Groups, a pop-up Open House meeting, and traditional public meetings.

City of Chicago Pedestrian Plan – Phase II, Chicago, IL

Mr. de la Vergne is currently the project manager for the City of Chicago Pedestrian Plan Phase II. The Pedestrian Plan will serve as both a policy document for City departments as well as a visioning document for how pedestrians are prioritized in the City. It identifies hundreds of action items to improve the safety, connectivity, livability, and health of Chicago's pedestrians. The public outreach included a website (www.chicagopedestrianplan.org), seven public meetings, a webinar, and meetings with CDOT staff to discuss potential new pedestrian safety tools.

Mount Prospect Bicycle Plan, Mount Prospect, IL

Mr. de la Vergne served as the lead engineer for Mount Prospect's Bicycle Plan. The plan identified a Village-wide bicycle network to connect the all residents to the Downtown and the Village's parks and schools. This will be accomplished in the short-term with signing and striping and in the long-term with road diets and more innovative treatments.

Wicker Park Bucktown Master Plan, Chicago, IL

Mr. de la Vergne provided transportation master planning services for the Wicker Park Bucktown neighborhoods in Chicago, Illinois. He provided recommendations for improving the bicycling infrastructure in the neighborhood; recommendations included colored bicycle lanes, bike

Relevant Expertise

- Project Management
- Bicycle Planning
- Bikeway Engineering
- Pedestrian Engineering
- Pedestrian Policies

Education

- B.S. in Systems Engineering
University of Pennsylvania, 2000

Professional Affiliations

- Association of Pedestrian and Bicycle Professionals, Board Member
- America Walks, Steering Committee
- Institute of Transportation Engineers
- American Planning Association
- Active Transportation Alliance

Presentations

- 2010 American Planning Association National Conference
"Making It Happen NOW: Short Term Implementation"
- 2011 American Planning Associate Illinois Chapter
"Innovative Downtown Transportation Strategies"



boxes at all signalized intersections, bike signals, and additional secure bike parking. He also created strategies for increasing the number of bicycle riders in the area through marketing and advocacy. Improvements to the pedestrian experience included a pedestrian scramble at the main intersection of the neighborhood, pedestrian countdown signals, larger sidewalks, and reduced the crossing distances at intersections. Mr. de la Vergne also provided recommendations for pricing on-street parking correctly, sharing loading zones, and improving valet operations. He developed creative solutions for improving safety for all users at a number of intersections. A number of the features of the plan have been implemented, including the City's first public bus trackers, improvements to the intersection, and an additional study on loading zones. The neighborhood will also be receiving the first on-street bike parking space in the City of Chicago.

This project was awarded the National Planning Excellence Award for Public Outreach from the American Planning Association (2010), the Special Achievement Award from the American Council of Engineering Companies - Illinois (2010), and a Charter Award from the Illinois Chapter of the Congress for New Urbanism (2009).

College Hill Corridor Master Plan, Macon, GA

Mr. de la Vergne completed a master plan in Macon, GA to establish biking and walking connections between Downtown Macon and Mercer University. He designed a number of on-street bike lanes within the existing roadway width to create a bicycling infrastructure system in the City. He also provided recommendations for bike parking and bike boxes as well as advocacy/marketing strategies to create a bicycling community in Macon as well as developed improvements to both increase the safety of the pedestrian experience, as well as make it more aesthetically pleasing. He recommended additional sustainable transportation initiatives such as car sharing and bike sharing.

University of Chicago Traffic and Parking Study, Chicago, IL

Mr. de la Vergne served the project manager for the University of Chicago Traffic and Parking Study. The purpose of the study was to mitigate existing traffic and parking issues as well as make the campus more walkable and bikeable. Recommendations included cycle tracks on two campus streets, new bike parking, and additional infrastructure to give pedestrians more space and priority on campus.



Transportation Engineer

Morgan T. Whitcomb is a Civil Engineer with a background in transportation engineering and transportation planning. She has experience in pedestrian and bicycle planning and facilities design, traffic surveys and data collection, construction planning, and pedestrian network analysis. Ms. Whitcomb is proficient in AutoCAD, AutoTURN, HCS, and Adobe Illustrator.

RELEVANT EXPERIENCE

Streets for Cycling Plan 2020, Chicago, IL

Ms. Whitcomb is currently assisting in developing plans and performing outreach for the City of Chicago Streets for Cycling Plan 2020. The plan will identify 150-250 miles of new bike facilities that will encourage Chicago's youngest and oldest residents to ride on city streets. These include cycle tracks, bicycle boulevards, bicycle preferred streets, and innovative intersection treatments.

Cycle Track Design, Chicago, IL

The City of Chicago has recently begun implementing innovative bicycling facilities on City streets. SSE has been retained to design up to ten miles of the City's first protected bike lanes, or cycle tracks. As lead engineer for this project, Ms. Whitcomb is creating intersection and cross-section concepts for the cycle tracks, overseeing data collection and field work, performing vehicular capacity and geometric analyses, designing the cycle tracks, and creating construction drawings for implementation.

35th Ward Student Active Transportation Plan, Chicago, IL

SSE is developing a Plan to help residents, especially children, of the 35th Ward get around safely within the Ward and expand their transportation options. Ms. Whitcomb is currently assisting in the creation plan, which will identify safety improvements around schools, parks, and transit, recommend updates to the Ward's bicycle network, and will include a prioritization system for short-, mid-, and long term priorities. Recommendations will be made based on crash data, extensive field visits and data collection, surveys of school officials and parents, and community outreach meetings with Ward residents.

Allentown Pedestrian and Bicycle Plan, Allentown, PA

Allentown, PA, has an extensive network of off-street greenways, but no on-street bicycle routes. The city's first on-street route forms the east-west spine of a new on-street bicycle network linking downtown to the greenway system. Ms. Whitcomb has designed conceptual striping plans for two bikeway design options along this route. She performed traffic and parking analyses to determine impacts to the vehicle network and augmented the designs to mitigate those impacts. To investigate the possibility of moving the bikeways to other parallel streets, she performed

Relevant Expertise

- Transportation Engineering

Education

- B.S. in Civil Engineering, minor in Music
Columbia University, 2009

Professional Registrations

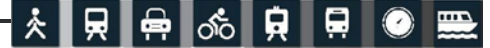
- Engineer in Training

Professional Affiliations

- American Society of Civil Engineers
- Institute of Transportation Engineers

Publications

- 2010 Institute of Transportation Engineers Conference
"Converting Abandoned Rail Lines to Public Spaces"
- PBS.org, No. 13 Line Blog
Writes monthly blog with Samuel Schwartz about national transportation issues



Transportation Engineer

a corridor route analyses which accounted for vehicle and bicycle connectivity, robustness of potential bikeway designs, parking impacts and vehicle capacity changes, and impacts to school and hospital access.

Brooklyn Queens Expressway Enhancements, Brooklyn, NY

Ms. Whitcomb designed intersection geometries with pedestrian bump-outs and pedestrian/bicycle bridge landings for a corridor study surrounding the expressway, developed bicycle route augmentations to provide a critical connection between a major east-west bicycle corridor and a new waterfront greenway, achieved by reversing a one-way street and using a two-way parking protected cycle track, created striping plans for the proposed route, executed data collection in critical areas of the proposed bicycle route changes to identify traffic impacts and pedestrian-bicycle conflicts, assisted in the coordination and facilitation of three community workshop meetings (attendance 40-60) to present corridor design concepts and gather feedback through hands-on activities and surveys and augmented corridor design concepts based on community concerns and preferences.

Newark Citywide Streetscapes Design: Mt Prospect Avenue Bike Lanes, Newark, NJ

Ms. Whitcomb reviewed and evaluated bicycle lane design options for a two way corridor in a residential/commercial area, which included center-lane bicycle lanes, parking protected bikeways, buffered bicycle lanes, and numerous intersection treatments, including bicycle signalization.

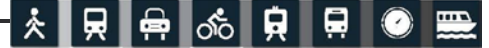
Union Station, Washington, DC

Ms. Whitcomb performed pedestrian analysis, including LOS analysis, for alternative bus terminal designs, within the terminal and at adjacent intersections, prepared design and operations recommendations to enhance pedestrian flow and safety within terminal and at adjacent intersections and performed preliminary traffic analysis of operations within the terminal and on the street.

World Trade Center Transportation Planning and Engineering Services for the Office of Program Logistics, New York, NY

Construction activities necessitated closing of a heavily used bicycle and pedestrian greenway. Ms. Whitcomb developed many alternative detour routes for bicyclists and assisted in stakeholder and community, coordination to select the detour route. She designed detour signs and wayfinding, prepared sign installation specifications, and developed conceptual and construction plans for on-street and off-street bikeway striping and markings along the detour route.

Ms. Whitcomb has also performed other numerous tasks for the Office, including; Prepared a comprehensive data collection program in Lower Manhattan including ATRs, turning movement counts and pedestrian counts in over 35 locations; Assisted in preparation of a test program to



Transportation Engineer

implement a series of temporary halts to a heavy pedestrian flow (14,000+ pedestrians in peak hour) to/from the PATH Station to allow vital construction deliveries to the World Trade Center site; Proposed signage and striping improvements to several locations in the World Trade Center area taking into account concerns voiced by the local community board and other stakeholders; Prepared a balanced network of pedestrian count data for input into a pedestrian simulation model and an overall World Trade Center site model.

Chicago Pedestrian Plan, Chicago, IL

Ms. Whitcomb prepared extensive research on the pedestrian planning efforts of major cities, including encouragement programs, policies, safety studies, enforcement strategies, funding and prioritization methods, and engineering treatments. She also assisted in the coordination of a large stakeholders meeting to create the vision statement and objectives of the Plan.

Museum of Arts and Design, New York, NY

Ms. Whitcomb prepared revocable consent documents and drawings showing proposed artistic benches in midtown Manhattan, surveyed street and sidewalks to determine bench placement options and assisted in preparation of relevant documents and applications for design commission conceptual, preliminary, and final reviews.



Daniel Miodonski is a Transportation Planner with a background in urban planning and policy. He has experience in pedestrian and bicycle planning, sustainable transportation policy, and data collection and analysis. He is proficient in ArcGIS, the Adobe Suite, and SPSS.

RELEVANT EXPERIENCE

Chicago Pedestrian Plan, Chicago, IL

Mr. Miodonski worked on all aspects of the Pedestrian Plan, including policy research, public outreach, and recommendations. He also developed a model to identify the areas of the city where future pedestrian infrastructure should be implemented. To do so, Mr. Miodonski developed a methodology that analyzed variables such as pedestrian crashes, pedestrian demand data, public health data, and transit ridership. His knowledge of ArcGIS was instrumental in creating this model as well as for other mapping tasks in the project.

Streets for Cycling Plan 2020, Chicago, IL

Mr. Miodonski is currently assisting in the planning and outreach portion for the City of Chicago's Streets for Cycling Plan 2020. The plan will identify 150-250 miles of new bike facilities that will encourage Chicago's youngest and oldest residents to ride on city streets. These include cycle tracks, bicycle boulevards, bicycle preferred streets, and innovative intersection treatments. Mr. Miodonski is developing maps for the project team to use in their analyses, and he is analyzing factors in ArcGIS such as street widths and traffic volume to identify potential streets for bicycle treatments.

35th Ward Student Active Transportation Plan, Chicago, IL

Mr. Miodonski is currently working on a student active transportation plan for the 35th Ward. The purpose of the project is to make it easier and safer for students in the Ward to ride to schools, parks, and to their friends' houses. As part of this project, Mr. Miodonski developed a Safe Walking Routes plan for an elementary school in the Ward. In addition to the recommending infrastructure improvements, Mr. Miodonski also organized and led a public meeting to obtain feedback from residents and their children.

Glenbard School District Hazardous Conditions Study, Glen Ellyn, IL

Mr. Miodonski worked closely with Glenbard School District 87 to identify hazardous pedestrian conditions at their four high schools. This included conducting extensive field work at each school and analyzing traffic data in ArcGIS. At the District's request, Mr. Miodonski created a system to quantify factors that lead to unsafe pedestrian conditions for students, and he led a GIS analysis to identify the streets that met the requirements for being hazardous. Additionally, he met with officials of municipalities within

Relevant Expertise

- Transportation Planning
- Urban Planning

Education

- Masters of Urban Planning and Policy
University of Illinois at Chicago, 2010
- B.A. in Political Science and German, minor in Business
University of Missouri, 2006

Professional Affiliations

- American Planning Association
- Urban Land Institute

Publications

- 2009 Transport Chicago Conference
"The Need for a Federal Urban Freight Policy in the U.S."
- 2011 International Conference on City Logistics "Effects of Built Environment on Freight Consumption"



Transportation Planner

District 87 in order to come up with infrastructure solutions to alleviate the hazardous areas.

Humboldt Park Traffic Calming Plan, Chicago, IL

Mr. Miodonski assisted in developing the Humboldt Park Traffic Calming Plan, which focused on improving pedestrian and bicycle connections to the park. As part of the plan, he performed field work, created graphics, and assisted in the outreach process.

PRIOR EXPERIENCE

Urban Land Institute, Chicago, IL (Summer 2010)

Mr. Miodonski interned for the Urban Land Institute for their Curtis Infrastructure Initiative. He analyzed economic, land use, and environmental metrics of major infrastructure projects in the Chicago region. Additionally, he prepared reports, interviewed key officials in the Chicago region, and presented his findings to the ULI Infrastructure Committee.

University of Illinois at Chicago, Urban Transportation Center, Chicago, IL (2008 – 2010)

As a Graduate Research Assistant, Mr. Miodonski assisted in analysis for a federally sponsored freight study. This involved managing comprehensive databases in SPSS and performing spatial analysis in ArcGIS. The paper his work contributed to, "Effects of Built Environment on Freight Consumption", was presented at the 2011 International Conference on City Logistics.

Village of Skokie, Community Development Department, Skokie, IL (Summer 2009)

Mr. Miodonski interned in Village of Skokie planning department to assist in the creation of their Five-Year Consolidated Plan, a requirement for the Village's CDBG application. Mr. Miodonski organized and led meetings with community leaders in the near north Chicago suburbs to formulate objectives for the plan, and he developed a draft of the plan for the Village.

Teacher for the America Corps Member, Middle School 317, New York, NY (2006 – 2008)

Mr. Miodonski was selected to join an elite national teacher corps of recent college graduates who commit two years to teach in under-resourced public schools. He taught sixth and seventh grade social studies at Middle School 317 in East Harlem. In addition to taking on leadership duties in the school, Mr. Miodonski founded and coached the basketball team for MS 317.



Ronald E. Lanz, AICP

Principal

Professional Experience

Principal, Land Vision, Inc.

Principal, Land Strategies, Inc.

Senior Planning Consultant, Teng & Associates, Inc.

City Planner/Project Manager, The Lakota Group, Inc.

Village Planner, Village of Richton Park

Professional Affiliations

American Institute of Certified Planners

American Planning Association

Lambda Alpha International

Urban Land Institute

Metropolitan Planning Council

Congress for the New Urbanism

Home Builders Association of Greater Chicago

Education

Master's of Urban and Regional Planning, University of Illinois

Bachelor's of Urban and Regional Planning, University of Illinois

Experience Profile

Mr. Lanz is a Principal with Land Vision, Inc., and works from the firm's Chicago office. He has extensive experience in land use, urban design and community development. During his career, he worked in both the public and private sectors. This experience has provided him with a unique understanding of the issues and constraints facing development. As a result, he has developed a proven track record of generating innovative solutions to planning and development problems which are flexible and sensitive to the goals and objectives of his clients as well as the overall community.

Ron's diversity of project experience includes preparation of comprehensive plans, land use studies, commercial corridor/area land use and transportation plans, site analyses, conceptual site design, municipal planning/zoning administration, expert testimony, and community organizing. Ron is also an experienced meeting facilitator and has successfully led hundreds of community meetings and presentations in addition to project meetings with clients, municipal officials and staff, community residents, and business and property owners.



Emily Schemper

Urban Planner

Professional Experience

Urban Planner, Land Vision, Inc.

Community Recovery Planner, FEMA

Urban Designer / Planner, LDA Design

Urban Designer / Planner, Roger Evans Associates (studio | REAL)

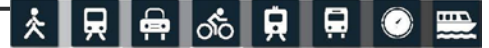
Education

Master's of Urban Design, University of Michigan

Master's of Urban Planning, University of Michigan

Experience Profile

Emily Schemper is an urban planner with Land Vision, Inc., with a background in urban design. Emily works on a variety of projects varying from site planning to transit-oriented development and comprehensive plans. Her experience includes planning and design work in the United Kingdom, including strategic framework plans, green infrastructure strategies, and town center Area Action Plans. Emily also has planning experience with national disaster recovery efforts, engaging affected communities in long-term recovery planning and visioning for the future. Emily is proficient in creating 2D and 3D graphics, and is skilled in GIS mapping and data analysis.



SSE is committed to providing quality professional service to all of our clients both on-time and on-budget. SSE's team is committed to ensuring that all of our client's needs are met within a reasonable timeline. To do this, SSE selects an experienced team that is committed to the contracted project. All project work is assigned to specific staff members by the Project Manager, who manages the team in delivering the project deliverables.

SSE assures the Village of Downers Grove that our assigned staff including David Miller, Mark de la Vergne, Douglas Adams, Dan Miodonski and Morgan Whitcomb are available for the Village of Downers Grove Bicycle and Pedestrian Plan Project with an estimated time line of March – October 2012.

SSE also assures the availability of our sub consultant, Land Vision, is available for the Village of Downers Grove Bicycle and Pedestrian Plan Project with an estimated time line of March – October 2012.

City of Chicago Pedestrian Plan

Chicago, IL

Sam Schwartz Engineering (SSE) has been selected by the Chicago Department of Transportation (CDOT) to serve as the lead consultant on the City's Pedestrian Plan Phase II. Even though pedestrians have been such a significant part of the success of Chicago, there is no current citywide thought process or philosophy built solely on the pedestrian experience. The Pedestrian Plan is an opportunity to give one voice to the pedestrian, created and enacted by all of its departments and stakeholders. Recommendations will include policies for the built environment, developing an equitable prioritization system for evaluating projects, policies to encourage more people to walk, and improving enforcement and education. SSE will also be conducting a thorough outreach process throughout the City of Chicago to ensure that all voices are heard as part of the process.



Bicycle Master Plan

Mount Prospect, IL

Sam Schwartz Engineering (SSE), along with the Active Transportation Alliance, is currently conducting a Bicycle Master Plan for the Village of Mount Prospect, Illinois. Mount Prospect is an inner ring suburb that has access to a train station as well as a number of arterial roadways that connect to other suburbs and the City of Chicago.



SSE's role is to develop the Village's future bike network and work with the Village to develop solutions to connect across the rail tracks and the state controlled roadways. The project is anticipated to be completed in early 2011.

City of Allentown Bike and Pedestrian Improvement Plan

Allentown, PA

The City of Allentown is moving forward with the implementation of the recommendations contained within the Connecting Our Community plan for connecting Allentown's parks and people through a network of bicycle and pedestrian trails, both on- and off-street. The first phase of implementation will include improvements along Linden and Turner streets – a priority corridor in the Connecting Our Community plan linking Center City and Cedar Creek Parkway with the neighborhoods, schools, parks, businesses, and cultural institutions in between. This



project is an opportunity to enhance mobility, create, and reinforce important linkages and spur economic vitality. The work effort for this project will include the development of design alternatives which can be used throughout the City and the priority corridors as well as obtain stakeholder and public input and support for the design. Multiple concept designs for the Linden and Turner Street corridors will be developed as well as designs for other streets which complete the loop in the study area. The concept designs will include shared-lane markings (or “sharrows”); painted, buffered bike lanes, and physically protected bike lanes. A typology of bicycle facility designs will be developed based on street width, traffic volumes and vehicle speeds that can be deployed throughout the study area. The deliverables for this project will include an evaluation and presentation of the advantages and disadvantages of each design concept, public involvement and stakeholder input, traffic analyses of the critical intersections, construction cost estimates and preparation of design plans.

Chicago Streets for Cycling

Chicago, IL

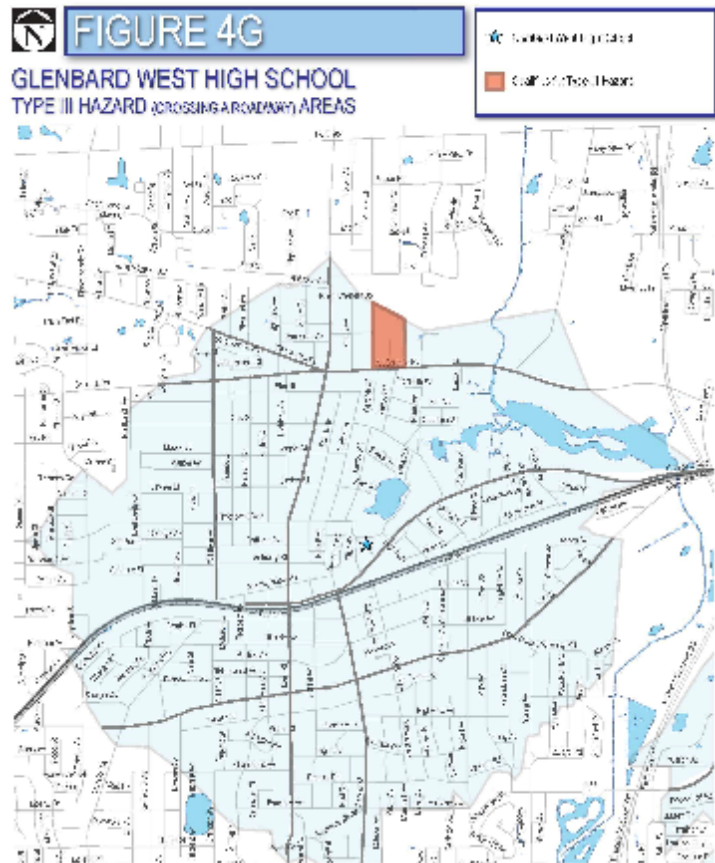
Under the Streets for Cycling 2020 project, Chicago Mayor Rahm Emanuel seeks a dramatic, unprecedented transformation of Chicago's streets to include world-class bicycle facilities. Two hundred miles of bicycle routes, including bicycle boulevards and 100 miles of on-street protected routes (cycle tracks) will be developed over the next four years (2011 – 2015), and SSE was recently selected as the lead consultant on the project.



Glenbard School District 87 Hazardous Walking Conditions Study, Phase II

Glenbard, IL

In Illinois, a high school does not bus its students who live within a 1.5 mile radius, as they have the option of walking to school. However, the Illinois Department of Transportation (IDOT) reimburses school districts the cost of busing students who live within the 1.5 mile radius if their walking route is considered hazardous. IDOT provides criteria that assign points to certain variables of the walking route to determine if it is hazardous. If this point total is 12 or higher, then it is determined that a serious safety hazard exists. If the factors that IDOT's guidelines are based upon do not fully capture the hazardous conditions, then IDOT allows for two judgment points to be added to the total in order to equal 12. Sam Schwartz Engineering (SSE) was retained by Glenbard School District 87 to create a system for quantifying these judgment points, in order to aid the District 87 board in making fair, consistent, and informed decisions when assessing students' walking conditions and their eligibility for busing. After a thorough literature review and input from Glenbard District 87 assistant principals and staff, SSE assessed which factors were relevant when evaluating pedestrian safety and establishing judgment points. This report describes the judgment point system and applies it to areas with 10 or 11 points from the IDOT criteria in order to determine if they constitute a hazardous walking condition. The report then offers infrastructure solutions to alleviate these hazardous walking conditions.





Lake Street Mobility Improvement Plan

Addison, Illinois

Client
Village of Addison

Location
Addison, Illinois

Status
Completed and
Adopted

Land Vision's consultant team is working with the Village of Addison on a public participation driven planning process to develop a Corridor Mobility Improvement Plan. The Mobility Plan aims to encourage, promote, and complement circulation options along Route 20/Lake Street. Land Vision worked with the Village to evaluate and identify multi-modal mobility

alternatives (e.g. bicycle, pedestrian, bus, paratransit, taxi, car pool/van pool, car sharing, and automobile), provide a detailed mobility plan for the integrated transportation modes and clearly delineated development guidelines for future public and private mobility improvements along the Route 20-Lake Street Corridor.





DSATS 2011 Bicycle and Pedestrian Facilities Plan

Dekalb-Sycamore Area Transportation Study, Illinois

Client

Dekalb-Sycamore Area Transportation Study (DSATS)

Location

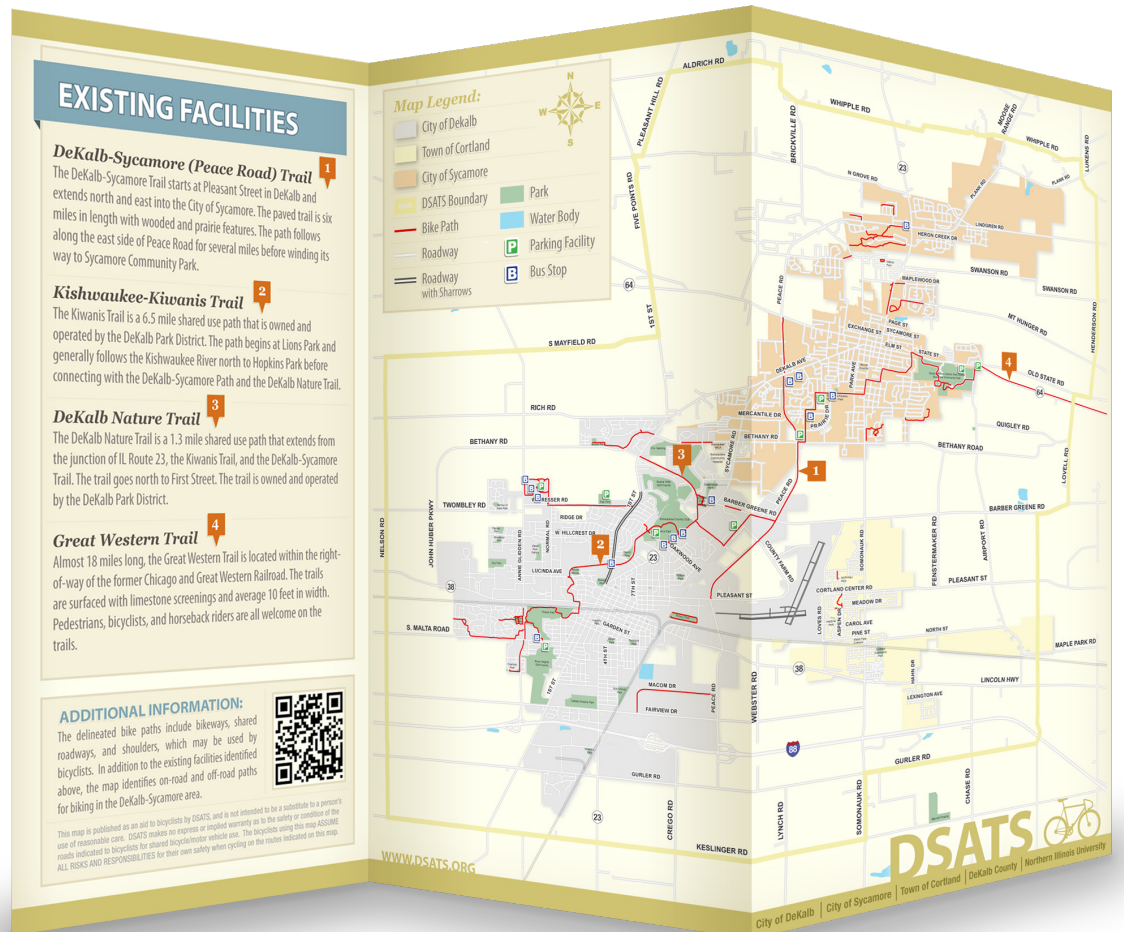
Dekalb, IL

Status

Completed

The Dekalb-Sycamore Area Transportation Study (DSATS) organization wanted to update and expand upon their 2006 Bikeway Plan. Land Vision, Inc. was selected as part of a team to assist in this endeavor. The 2011 DSATS Bicycle and Pedestrian Facilities Plan incorporated the work performed in 2006 Bikeway Plan, as well as the 2035 Long Range Transportation Plan and the 2010 DSATS Recreational Trail Usage Study.

Interested stakeholders were engaged throughout the process to provide input on future route and facility needs. Proposed route improvements were prioritized in coordination with DSATS staff with future cost estimates projected and potential funding options provided to assist with project financing. The results of the planning process were presented to the DSATS Technical Advisory Committee and the DSATS Policy Committee along with a user-friendly promotional map brochure to solicit interest and use of the trails system.



DSATS

Dekalb-Sycamore Area Transportation Study

2011 Bicycle and Pedestrian Facilities Plan

Developing a Safe, Healthy, Equitable, Sustainable, and Efficient Transportation System

GET ACTIVE! Do your part to help plan the future of non-motorized transportation facilities in our area.



References

Village of Downers Grove Bicycle and Pedestrian Plan

Mr. Chris Wuellner
Chicago Department of Transportation
30 N. LaSalle St., Ste. 500
Chicago, IL 60602
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chris.wuellner@cityofchicago.org

Ms. Clare O'Shea
Village of Mount Prospect
Community Development Department
505 S. Emerson St.
Mount Prospect, IL 60056
(847) 818-5328
coshea@mountprospect.org

Mr. Greg Weitzel
City of Allentown
435 Hamilton St.
Allentown, PA 18101
(610) 437-7757
weitzel@allentowncity.org

Mr. Ben Gomberg
Chicago Department of Transportation
30 N. LaSalle St., 5th Floor
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Mr. Bob Verisario
Glenbard School District 87
671 Crescent Blvd.
Glen Ellyn, IL 60137
(630) 918-2223
Bob_Verisario@glenbard.org

"Brilliant in Design, Clear on Message and Visionary in Expression"

Task	Sub Task	SSE					Land Vision			TOTAL
		Project Executive	Project Manager	Project Engineer	Project Planner	Intern	Principal	Planner	Graphic Designer	
		\$230	\$115	\$75	\$68	\$40	\$162.50	\$125	\$115	
Task 1: Existing Conditions										
	Task 1.1 Review of Existing Documents	-	1	4	4	-	-	-	-	9
	Task 1.2 Review Crash Data	-	1	4	8	-	-	-	-	13
	Task 1.3 Development of Destination Map	-	-	-	4	-	-	-	-	4
	Task 1.4 Field Observations and Surveys	-	4	12	12	40	-	-	-	68
	Task 1.5 Development of Pedestrian Infrastructure Checklist	-	2	10	-	-	-	-	-	12
	Task 1.6 Pedestrian Infrastructure Survey	-	5	24	24	160	-	-	-	213
	Task 1.7 Pedestrian Infrastructure Map	-	2	-	-	16	-	-	-	18
	Task 1.8 Existing Conditions Report	2	6	20	20	40	-	-	-	88
Task Hours		2	21	74	72	256	-	-	-	425
Task Cost		\$460	\$2,415	\$5,550	\$4,896	\$10,240	-	-	-	\$23,561
Task 2: Analysis and Recommendations										
	Task 2.1 Corridor/Intersection Safety Analysis	-	3	16	-	-	-	-	-	19
	Task 2.2 Pedestrian Infrastructure Analysis	-	3	12	-	-	-	-	-	15
	Task 2.3 Pedestrian Infrastructure Improvement Plan	-	3	28	-	-	-	-	-	31
	Task 2.4 Updated Bicycle Network	-	2	8	-	-	-	-	-	10
	Task 2.5 Preliminary Bike Parking Plan	-	1	-	8	-	-	-	-	9
	Task 2.6 Pedestrian Policy Recommendations	-	2	8	8	10	-	-	-	28
	Task 2.7 Bicycle Policy Recommendations	-	2	-	10	20	-	-	-	32
	Task 2.8 Street Design Cross Sections	-	2	8	8	-	-	-	-	18
Task Hours		-	18	80	34	30	-	-	-	162
Task Cost		-	\$2,070	\$6,000	\$2,312	\$1,200	-	-	-	\$11,582
Task 3: Public Outreach										
	Task 3.1 Kickoff Meeting with Village Staff	-	2	2	2	-	-	-	-	

Task 3.2 Creating Steering Committees		-	-	-	1	-	-	-	-	1
Task 3.3 Facebook Group		-	-	-	-	-	-	8	-	8
Task 3.4 Open House		-	8	8	20	-	-	20	-	56
Task 3.5 Public Meetings		-	8	-	12	-	4	12	-	36
Task 3.6 Webinars		-	2	-	-	-	-	-	-	2
Task 3.7 Bikesops and Walkshops		-	4	4	8	-	-	-	-	16
Task 3.8 Project Meetings		-	20	-	-	-	-	-	-	20
Task 3.9 Public Outreach Memorandum		-	2	-	-	-	-	8	-	10
Task Hours		0	46	14	43	-	4	48	-	155
Task Cost		\$0	\$5,290	\$1,050	\$2,924	-	\$650	\$6,000	-	\$15,914
Task 4: Making It Happen										
Task 4.1 Cost Estimates			3	25						28
Task 4.2 Implementation Matrix			2	8	8					18
Task 4.3 Performance Indicators			2	5	5					12
Task Hours		-	7	38	13	-	-	-	-	58
Task Cost		-	\$805	\$2,850	\$884	-	-	-	-	\$4,539
Task 5: Deliverables										
Task 5.1 Existing Conditions Report (Also Task 1.8)		-	-	-	-	-	-	-	-	-
Task 5.2 Draft Recommendations		5	15	30	30	40	-	-	-	120
Task 5.3 Final Plan		2	8	12	12	-	-	-	-	34
Task 5.4 Executive Summary		-	1	4	-	-	-	-	-	5
Task 5.5 Graphics and Maps		-	3	-	0	20	5	15		43
Task 5.6 Meetings (Also Task 3.9)		-	-	-	-	-	-	-	-	0
Task Hours		7	27	46	42	60	5	15	0	202
Task Cost		\$1,610	\$3,105	\$3,450	\$2,856	\$2,400	\$813	\$1,875	\$0	\$16,109

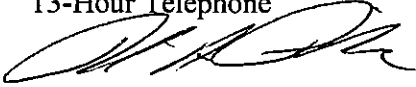
Task 6: Project Management										
	Task 6.1 Weekly Progress Reports	-	12	-	-	-	-	-	-	12
	Task 6.2 Basecamp Site	-	6	-	-	-	-	-	-	6
	Task 6.3 Quality Control/Quality Assurance	-	-	-	-	-	-	-	-	0
	Task 6.4: Monthly Budget/Schedule Review Meetings	-	8	-	-	-	-	-	-	8
Task Hours		-	26	-	-	-	-	-	-	26
Task Cost		-	\$2,990	-	-	-	-	-	-	\$2,990

Total Project Hours	1028
Total Labor Cost	\$74,695
Estimated Direct Costs	\$4,000
Total Project Cost	\$78,695

V. PROPOSAL/CONTRACT FORM

*****THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

Entire Block Must Be Completed When A Submitted Bid Is To Be Considered For Award

PROPOSER:	
<u>Sam Schwartz Engineering</u> Company Name	Date: <u>December 20, 2011</u>
<u>505 N LaSalle Suite 300</u> Street Address of Company	<u>mdelavergne@samschwartz.com</u> Email Address
<u>Chicago, IL 60654</u> City, State, Zip	<u>Mark de la Vergne</u> Contact Name (Print)
<u>773-305-0800</u> Business Phone	<u>630-213-1000</u> 13-Hour Telephone
<u>630-213-3227</u> Fax	 Signature of Officer, Partner or Sole Proprietor
 ATTEST: If a Corporation	<u>Robert Phillips, EVP/COO</u> Print Name & Title
 _____ Signature of Corporation Secretary	

VILLAGE OF DOWNERS GROVE:

Authorized Signature

Title

Date

ATTEST:

Signature of Village Clerk

Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within 90 calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.



VENDOR W-9 REQUEST FORM

The law requires that we maintain accurate taxpayer identification numbers for all individuals and partnerships to whom we make payments, because we are required to report to the I.R.S all payments of \$600 or more annually. We also follow the I.R.S. recommendation that this information be maintained for all payees including corporations.

Please complete the following substitute W-9 letter to assist us in meeting our I.R.S. reporting requirements. The information below will be used to determine whether we are required to send you a Form 1099. Please respond as soon as possible, as failure to do so will delay our payments.

BUSINESS (PLEASE PRINT OR TYPE):

NAME: Sam Schwartz Engineering
ADDRESS: 505 N LaSalle, Suite 300
CITY: Chicago
STATE: IL
ZIP: 60654
PHONE: 773-305-0800 FAX: 630-213-3227
TAX ID #(TIN): 20-1673585

(If you are supplying a social security number, please give your full name)

REMIT TO ADDRESS (IF DIFFERENT FROM ABOVE):

NAME: _____
ADDRESS: _____
CITY: _____
STATE: _____ ZIP: _____

TYPE OF ENTITY (CIRCLE ONE):

- | | |
|----------------------|--|
| Individual | <input checked="" type="radio"/> Limited Liability Company -Individual/Sole Proprietor |
| Sole Proprietor | <input type="radio"/> Limited Liability Company-Partnership |
| Partnership | <input type="radio"/> Limited Liability Company-Corporation |
| Medical | <input type="radio"/> Corporation |
| Charitable/Nonprofit | <input type="radio"/> Government Agency |

SIGNATURE:

DATE: December 20, 2011

PROPOSER'S CERTIFICATION (page 1 of 3)

With regard to Bicycle and Pedestrian Plan, proposer Sam Schwartz Engineering, PLLC hereby certifies
(Name of Project) (Name of Proposer)
the following:

1. Proposer is not barred from bidding this contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);
2. Proposer certifies that it has a written sexual harassment policy in place and is in full compliance with 775 ILCS §12-105(A)(4);
3. Proposer certifies that not less than the prevailing rate of wages as determined by the Village of Downers Grove, DuPage County or the Illinois Department of Labor shall be paid to all laborers, workers and mechanics performing work for the Village of Downers Grove. All bonds shall include a provision as will guarantee the faithful performance of such prevailing wage clause. Proposer agrees to comply with the Illinois Prevailing Wage Act, 820 ILCS 130/1 *et seq.*, for all work completed. Proposer agrees to pay the prevailing wage and require that all of its subcontractors pay prevailing wage to any laborers, workers or mechanics who perform work pursuant to this contract or related subcontract. Proposer and each subcontractor shall keep or cause to be kept an accurate record of names, occupations and actual wages paid to each laborer, workman and mechanic employed by the Proposer in connection with the contract. This record shall be sent to the Village on a monthly basis along with the invoice and shall be open to inspection at all reasonable hours by any representative of the Village or the Illinois Department of Labor and must be preserved for four (4) years following completion of the contract. Proposer certifies that proposer and any subcontractors working on the project are aware that filing false payroll records is a class B misdemeanor and that the monetary penalties for violations are to be paid pursuant to law by the proposer, contractor and subcontractor. The Village shall not be liable for any underpayments. If applicable: Since this is a contract for a fixed public works project, as defined in 820 ILCS 130/2, Contractor agrees to post at the job site in an easily accessible place, the prevailing wages for each craft or type of worker or mechanic needed to execute the contract or work to be performed.
4. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules.
5. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate Revenue Act. Proposer further certifies that if it owes any tax payment(s) to the Department of Revenue, Proposer has entered into an agreement with the Department of

PROPOSER'S CERTIFICATION (page 2 of 3)

Revenue for the payment of all such taxes that are due, and Proposer is in compliance with the agreement.

BY: Rob Phillips
Proposer's Authorized Agent

2 0 - 1 6 7 3 5 8 5

FEDERAL TAXPAYER IDENTIFICATION NUMBER

or _____
Social Security Number

Subscribed and sworn to before me
this 20th day of December, 2011.



Kristin D. Golajuch
Notary Public)

(Fill Out Applicable Paragraph Below)

(a) Corporation

The Proposer is a corporation organized and existing under the laws of the State of
NY, which operates under the Legal name of
Sam Schwartz Engineering, PLLC, and the full names of its Officers are as
follows:

President: Samuel I. Schwartz

Secretary: Rob Phillips

Treasurer: Richard Wilner

and it does have a corporate seal. (In the event that this bid is executed by other than the
President, attach hereto a certified copy of that section of Corporate By-Laws or other
authorization by the Corporation which permits the person to execute the offer for the
corporation.)

(b) Partnership

Signatures and Addresses of All Members of Partnership:

PROPOSER'S CERTIFICATION (page 3 of 3)

The partnership does business under the legal name of: _____
which name is registered with the office of _____ in the state of _____.

(c) Sole Proprietor

The Supplier is a Sole Proprietor whose full name is: _____
and if operating under a trade name, said trade name is: _____
which name is registered with the office of _____ in the state of _____.

5. Are you willing to comply with the Village's preceding insurance requirements within 13 days of the award of the contract? Yes

Insurer's Name The Amerisc Corp

Agent Antoinette Lannucci

Street Address 777 Zeckendorf Blvd., Ste. 2


City, State, Zip Code Garden City, NY 11530

Telephone Number 516-745-7500

I/We affirm that the above certifications are true and accurate and that I/we have read and understand them.

Print Name of Company: Sam Schwartz Engineering

Print Name and Title of Authorizing Signature: Robert Phillips, EVP/COO

Signature: 

Date: December 20, 2011

Suspension or Debarment Certificate

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00 contractors receiving individual awards for \$100,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the Proposer certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal, state or local governmental entity, department or agency.
2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, or convicted of or had a civil judgment against them for a violation of Federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification: and
4. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (Federal, State or local) terminated for cause or default.

If the Proposer is unable to certify to any of the statements in this certification, Proposer shall attach an explanation to this certification.

Company Name: Sam Schwartz Engineering

Address: 505 N LaSalle, Suite 300

City: Chicago Zip Code: 60654

Telephone: (773) 305-0800 Fax Number: (630) 213-3227

E-mail Address: rphillips@samschwartz.com

Authorized Company Signature:  _____

Print Signature Name: Robert Phillips Title of Official: EVP/COO

Date: December 20, 2011

Campaign Disclosure Certificate

**CAMPAIGN DISCLOSURE
CERTIFICATE**

Any contractor, proposer, Proposer or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate, attached hereto.


The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid documents, contractor/proposer/Proposer/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Proposer/vendor has not contributed to any elected Village position within the last five (5) years.



Signature

Robert Phillips

Print Name

Proposer/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name