Napier Corridor Pedestrian and Bicycle Feasibility and Conceptual Engineering Plan

Proposal for Engineering Services

Southwest Michigan Planning Commission

June 13, 2017

Prein&Newhof

Prein&Newhof
Engineers ▪ Surveyors ▪ Environmental ▪ Laboratory

June 12, 2017

Ryan D. Fellows, Associate Planner
Southwest Michigan Planning Commission
376 W. Main Street, Suite 130
Benton Harbor, Michigan 49022

RE: RFP 2017 Napier Corridor Pedestrian and Bicycle Feasibility and Conceptual Engineering Plan

Dear Mr. Fellows:

The sole consultant in this proposal is Prein&Newhof, and Kimberly Jongsma is the proposal contact. Here is her information:

Kimberly Jongsma
3355 Evergreen Drive NE
Grand Rapids, MI 49525
Direct telephone: 616-432-6686
Facsimile: 616-364-6955
Email: kjongsma@preinnewhof.com
www.preinnewhof.com

We have read and understood Addendum 1, which was issued on May 30, 2017. We are not aware of any further addenda.

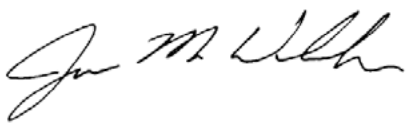
Prein&Newhof's project point of contact will be:

Scott Post, PE, Project Manager
Email: spost@preinnewhof.com
Telephone: 616-364-8491

This proposal shall remain valid for a period of not less than 120 days from June 13, 2017.

Sincerely,

Prein&Newhof



Jason Washler

jaw/kaj

Enclosure(s): 1 original,12 copies, and 2 electronic copies of proposal

Contents

Professional Profile

At P&N, our goal is to serve our clients wisely – meeting their infrastructure needs with a combination of experience, integrity, creativity, and common sense.

For over 45 years, Prein&Newhof has been meeting infrastructure needs for township, municipal, and private clients across West Michigan. We offer a wide range of engineering, environmental consulting, surveying, GIS, and laboratory services.

Because every situation is different, we put a high value on personal attention. And because needs change over time, we are dedicated to crafting flexible, long-term solutions rather than quick fixes.

Professional Services

At Prein&Newhof, we are constantly developing our services to serve our clients better. Our primary services include the following:

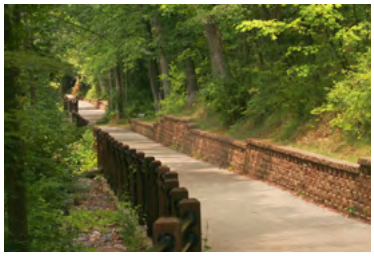
- Municipal Engineering
- Water & Wastewater Systems
- Stormwater Management
- Roads & Trails
- Airports
- Private Development
- Asset Management
- Environmental Consulting
- Laboratory Testing
- Structural Engineering
- Geotechnical Engineering
- Surveying
- GIS & Mapping

History

Begun by Tom Newhof and Ed Prein in 1969, P&N was founded on the belief that each engineer should take personal responsibility for meeting his or her clients' needs – building long-term relationships and managing each project from start to finish, from preliminary design to final construction. Today, we are the engineer of choice for over 50 communities across West Michigan.

Employees

Prein&Newhof is 100% employee-owned, with over 130 full-time personnel, including engineers, surveyors, drafters, geologists, chemists, communication specialists, and support staff.



Our Values

At Prein&Newhof, our strength lies in our dedication to thinking ahead, building lasting relationships, and crafting long-term solutions. We See Farther.

Invest Wisely

- We will find long-term, sustainable solutions – refusing to cut corners or compromise quality.
- We will make informed financial decisions that improve our service, build our business, and enable us to fairly compensate our employees.
- We will use our time and resources efficiently.

Develop Relationships

- We will develop long-term relationships with communities, businesses, and our own employees.
- We will work collaboratively with municipal governments and regulatory agencies to reach our clients' goals.
- We will communicate openly and thoughtfully, and we will remember that our actions always speak louder than our words.

Take Responsibility

- We will be responsible to our clients, our colleagues, and our communities to be completely honest and ethical in all that we do.
- We will each contribute to the success and profitability of Prein&Newhof.
- We will demand accountability, and we will reward success.

Build Expertise

- We will be experts in our fields, well-qualified to meet our clients' changing needs.
- We will adapt our services to better serve our clients, and we will actively solicit their feedback.
- We will not be content with the status quo, but will constantly seek new ways to improve.

Support Community

- We will be a positive force in our communities – making every community we live in and every community we serve a better place to live and work.

Our Locations

Prein&Newhof has seven locations throughout Michigan to serve our clients.

GRAND RAPIDS CORPORATE OFFICE

3355 Evergreen Drive NE
Grand Rapids, MI 49525
t. 616-364-8491
f. 616-364-6955

ENVIRONMENTAL LABORATORY

3260 Evergreen Drive NE
Grand Rapids, MI 49525
t. 616-364-7600
f. 616-364-4222

CADILLAC

1202 N Mitchell Street
Cadillac, MI 49601
t. 231-468-3456
f. 231-468-3461

HOLLAND

697 Ottawa Beach Road, Suite 2A
Holland, MI 49424
t. 616-394-0200

KALAMAZOO

7123 Stadium Drive
Kalamazoo, MI 49009
t. 269-372-1158
f. 269-372-3411

MUSKEGON

4910 Stariha Drive
Muskegon, MI 49441
t. 231-798-0101
f. 231-798-0337

TRAVERSE CITY

1220 Airport Access Road
Traverse City, MI 49686
t. 231-946-2394

References

For public outreach and involvement:

VILLAGE OF LAKEVIEW

FOR: LAKESHORE DEVELOPMENT PLAN

Ed Jonaitis, DDA Chair
(989) 352-8038
ofishlbusinesscapt@hotmail.com

For Non-Motorized Design and Planning:

CITY OF IONIA

Jason Eppler, City Manager
(616) 527-5776
JEppler@ci.ionia.mi.us

OTTAWA COUNTY PLANNING AND PERFORMANCE

FOR: OTTAWA COUNTY NON-MOTORIZED PATHWAY STUDY

Paul Sachs, Director
(616) 738-4852
psachs@miottawa.org

CALEDONIA CHARTER TOWNSHIP

FOR: NON-MOTORIZED MASTER PLAN

Bryan Harrison, Supervisor
(616) 891-0070
bharrison@caledoniatownship.org

HOLLAND CHARTER TOWNSHIP

FOR: NON-MOTORIZED MASTER PLAN

Don Komejan, Manager
(616) 396-2345 ext 222
donk@hct.holland.mi.us

NEWAYGO COUNTY ROAD COMMISSION

FOR: COUNTY ROAD COMMISSION FEASIBILITY STUDY

Kelly Smith, Superintendent-Manager
(231) 689-6682
ksmith@newaygoroads.org

Experience and Capacity

Lakeshore Development Plan

Village of Lakeview

The Village of Lakeview's downtown stretches along Tamarack Lake. Lincoln Avenue is the downtown's main street, yet it has little connection to the lakeshore. Though the lake is great for fishing, canoeing, and kayaking, the downtown area had little opportunity for such activities.

Prein&Newhof's project team created a survey on SurveyMonkey and hosted it on an online citizen engagement platform called coUrbanize. The survey was advertised via local newspaper and Facebook and received 95 responses. The project team held a public meeting following this survey to review survey feedback and collect additional comments. After compiling feedback, the project team organized and analyzed the comments for trends and themes, and, based on these themes, established a vision three goals for the plan.

The design charrette was held a month later at the Village's library, with 25 attendees from the community. The attendants broke into groups of 3-5 persons, and sat around tables, which had a 2'x3' paper map of the downtown area in the center. They were supplied pencils, markers, scissors, and various symbols on cardstock cut-outs and asked to write down ideas that would address the three goals.

Using the notes, drawings, and maps from the charrette, the team synthesized a full plan and organized the ideas into feasible projects.

Completion Year

2016

Project Team

Jason Washler, PE, Client Manager

Matt Levandoski, LLA, Project Manager

Kimberly Jongsma, MUP

Professional Fees

$15,000

Client Contact

Jake Eckholm, Former Village Manager
(231) 733-8870

Fred Meijer Grand River Valley Rail Trail and Bridge over M-66

City of Ionia, Michigan

Completion Year

2015

Funding Sources

MDOT TAP

MDNR Trust Fund

Project Team

Scott Post, PE, Project Manager

Ariana Jeske, PE, PTOE

James Morgan, LLA, of RJM Design, Inc

Client Reference

Jason Eppler, City Manager
(616) 527-5776

Awards

Quality of Life Award, 2016
ASCE Michigan Section

Project of the Year - Quality of Life, 2016
APWA Michigan Chapter

As Michigan's regional trails expand, crossing major highways is a growing concern. Such was the case in Ionia where busy M-66 is the main north-south route through town—and downtown.

The original plan for Phase II was to make a trail crossing at M-66 in Ionia. A Prein&Newhof (P&N) pedestrian traffic study showed few available traffic gaps at the proposed M-66 crossing location during normal trail use hours. This convinced the Michigan Department of

Transportation (MDOT) a trail bridge, while expensive, was the right approach to crossing M-66. Before the bridge opened, a group of cyclists riding from Michigan City, Indiana to St. Johns waited 15 minutes for M-66 traffic to subside before they could cross the highway.

The new 'Bulldog Blue' bridge (Ionia High School's colors) is an iconic arch/truss bridge welcomes people to Ionia. To showcase the bridge, Ionia chose multi-colored LED lights to illuminate and accent the bridge at night.

Because MDOT designated M-66 through Ionia as a super-load route, the new trail bridge has a 20-foot vertical clearance over M-66 and spans 80 feet across M-66. The trail bridge's deck

is cast-in-place concrete. Both the bridge truss and the cable arch independently can support the bridge.

The bridge approaches meet ADA standards, with a trail slope of 5 percent. They stay within the rail right-of-way and City-owned property, and a decorative retaining wall supports them. The railroad theme on the trail carries through to the M-66 crossing. An emblem on the bridge has a similar design as markers on the trail, and the light fixtures are like those at old railroad stations.

Grand Haven-based Anlaan Construction built the $2.35 million project, including the bridge and two miles of paved trail through downtown Ionia, in one construction season.

Anlaan's crew closed M-66 overnight while they bolted the bridge's two halves together and lifted it into place.

The Meijer Foundation's FMGRVT maintenance endowment dedicates its earnings to trail maintenance and periodic inspections. This endowment covers trail maintenance and repair costs.

The project required a Michigan Department of Environmental Quality (MDEQ) floodplain permit because much of the trail—including the bridge abutments—was within the Grand River's 100-year floodplain. Ionia used floodplain volume 'banked' from when they removed an old K-mart store to mitigate the floodplain fill for the project.

This project, part of the 125-mile-long Fred Meijer River Valley Rail Trail network, is the fifth longest in the nation. The trail contributes to the economy of every community along its route. Popular trails create "Trail Towns," where commerce and activity surround the trail. Nationwide studies show trails improve the quality of life for residents and attract tourists.

Campus Mobility Study and Pedestrian Tunnel

Meijer, Inc.

Completion Year
2016

Project Team
Jason Washler, PE, Project Manager
Devin Brown, PE
Ariana Jeske, PE

Professional Fees
$211,400

Construction Cost
$109,000

Client Contact
Kurt Adams, Meijer, Inc.
616-791-3909

Meijer's corporate campus in Walker has two buildings on either side of 3 Mile Road. Crossing 3 Mile Road created challenges for pedestrian safety with employees travelling between the buildings and their parking lots.

Meijer retained Prein&Newhof to look at pedestrian movement and potential traffic impacts of the renovation. Part of the study included an online survey of employees to learn their walking patterns. The survey found 40 percent of employees opted to cross 3 Mile Road mid-block and not use the marked crosswalk at the intersection of 3 Mile Road and Walker Avenue. Based on the results of the behavior study, P&N recommended a pedestrian tunnel under 3 Mile Road to connect the two major buildings.

The behavior study and employee survey was a creative way to get relevant data to support the pedestrian tunnel.

Along with increasing safety, the pedestrian tunnel has become a centerpiece of Meijer's corporate campus. It is ADA compliant and features covered walkways leading to the tunnel to protect employees from the weather.

Non-motorized Tunnel under Lake Michigan Drive

City of Walker

The Fred Meijer Standale Trail runs 6.5 miles between Walker and Grand Rapids, but has one problem-spot. Commuters, GVSU students, recreationalists, and residents using the trail must cross Lake Michigan Drive at nearest signaled intersection a half mile away. Many take the risk of waiting for a large-enough traffic gap to cross five lanes of traffic.

The Fred Meijer Standale Trail has a more convenient crossing and a key connection since the City of Walker completed this $3,300,000 pedestrian tunnel under five-lane M-45/Lake Michigan Drive near downtown Standale. A $1.9 million MDOT Transportation Alternative Program grant and a significant contribution from the city's budget paid for this project.

Walker hired Prein&Newhof to do topographic survey, soil borings, utility relocation coordination, easement acquisition, design; construction administration for a 14' by 10' tunnel, pedestrian plaza, stacked stone retaining wall, security cameras, lighting and landscaping; construction staking, material testing, public relations, utility coordination and construction inspection.

Engaging MDOT, Consumers Energy, AT&T, DTE, the City of Grand Rapids and METC early in the preliminary design process made this project easier. Each had critical facilities or utilities affected by this project and it was important

Completion Year

2016

Project Team

Jason Washler, PE

Dan Sorek, PE

Professional Fees

$268,000

Construction Bid

$2,765,000

Funding:

$1.9 Million MDOT **TAP Grant**

City of Walker

Private Donations

Client Contact

Scott Conners, PE, City of Walker Engineer
(616) 791-6861

to seek accommodations from each of them to make this project work. Prein & Newhof worked with a local contractor to locate existing utilities in the project area during preliminary design. The information provided by this effort had significant implications to the later design of the tunnel.

Finding adequate funding for the project was also a challenge.

The amount needed increased over the final 12-18 months for two reasons. The construction market tightened since the original estimate. Also, the proposed location of the tunnel changed because of existing utility locations and constructability concerns. The new tunnel location made it much easier to build, but required more concrete construction on the approaches.

The tunnel's design and vision came from the City of Greenville's tunnel under M-57 and Meijer's tunnel under Three Mile Road, which Prein&Newhof also designed. Having these successful examples in hand helped Walker gain the support and funding to get the Standale tunnel built.

The design team proposed a phasing plan which saved the project and City over $100,000. P&N's phasing plan included a weekend full shutdown of Lake Michigan Drive which eliminated any need for temporary paving or temporary retaining walls to maintain traffic during construction. The project team worked with all stakeholders including MDOT, City of Grand Rapids, Standale DDA, and Grand Valley State University to get approval of this plan.

The design team also proposed a 2000 foot long horizontal directional drill storm sewer installation to provide a gravity drainage outlet for the tunnel. P&N engineers determined this construction method to be the only workable choice due to the closeness to existing electrical transmission lines.

Spoonville Trail

Ottawa County

Ottawa County had Transportation Alternatives Program money from MDOT to build a non-motorized pathway along 120th Avenue in Crockery Township. The Spoonville Trail, meant to connect the north end of the North Bank Trail to the south end of the Grand River Greenway Trail, adds to a network of non–motorized trails that will span from Grand Rapids to Lake Michigan.

The new non–motorized trail stretches almost two miles from North Cedar Drive in Robinson Township to Leonard Road in Crockery Township.

Ottawa County hired P&N for the site analysis and investigation, design development and cost estimating, required permitting, construction document preparation, and construction administration of the trail.

The County split the project into two phases to make the most of the funding. Prein&Newhof designed both phases of the Spoonville Trail, incorporating local landmarks and monuments, such as the Sgt. Henry E. Plant pathway on M–231 over the Grand River and the Crockery Creek Natural Area.

Phase I is open to the public as of 2016. Phase II, which is scheduled for summer 2017 construction, will expand the path an additional two miles from Leonard Road and 120th Avenue to Nunica.

Through the Federal Transportation Alternatives Program, the Michigan Department of Transportation provided more than $600,000 to the project. Smaller donations were also given by numerous partners.

Completion Year

2016

Project Team

Scott Post, PE, Project Manager

Funding Sources

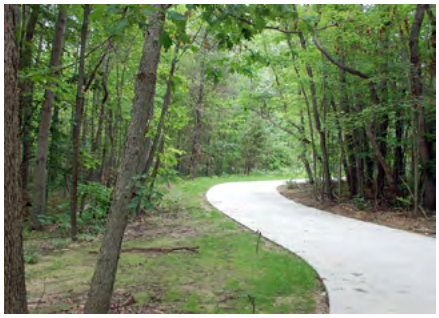
MDOT TAP

Professional Fees

$120,000

Client Reference

Paul Sachs, Director, Ottawa County Planning and Performance
(616) 738-4852



Beeline Road Path

Laketown Township

Completion Year
2010

Total Project Cost
$1,500,000

Funding Sources
MDOT TAP
MDOT CMAQ

Project Team
Scott Post, P.E., Project Manager
Ken Thompson

Client Reference
Al Meshkin, Township Manager
(616) 335-3050

"Scott and Ken kept in constant contact with my residents. When people had problems, they did their best to come up with reasonable, feasible solutions. If there was no alternative that would please them, they were firm about the Township's rights and the direction the Township was going."

– Al Meshkin, Laketown Township Manager"

Laketown Township used Prein&Newhof to design the Beeline Road Path, one segment of its Master Plan to make the entire township accessible to cyclists.

The 6-mile-long path traverses the entire township, connecting to the Saugatuck Township trail system to the south and the City of Holland's Blue Star Highway Path to the north. It runs along several streets and passes through forested land owned by MDOT for a rest stop on I-196.

The chosen route required acquiring 10 private easements. Beeline Road has a wide right of way (ROW). Because trails normally occupy the outer edge of the ROW, the trail would have run almost directly in front of residents' front doors. The P&N team worked with the Allegan County Road Commission to locate the path close to the road. This left residents as much front yard (and privacy) as possible.

In one spot, the trail passes next to a 150-year-old oak tree. To protect this tree, the trail near it was built with porous pavement to allow rainwater to reach the tree's roots.

The path has eight wooden bridges over creeks and wetland areas. It was paved with 10-foot-wide concrete, because the Township has had issues with Bermuda grass and willow shoots growing through the asphalt pavement on its other path segment. The pavement is steel reinforced to decrease cracking risk.

A $500,000 MDOT Transportation Enhancement Program (now known as TAP) grant and a $600,000 Congestion Mitigation and Air Quality (CMAQ) grant helped fund the project.

Responses to Scope of Work

Understanding the Required Scope of Work

Task 1: Kickoff

The kickoff meeting sets the stage for the project. P&N's facilitation process exposes the stakeholders' vision for the corridor and how they will evaluate this project's outcome. Starting the project with an appropriate tone is crucial to engaging and getting stakeholder support. To introduce our public engagement, we'll ask each stakeholder "Why is this corridor important to you?" and use their answers to guide us throughout the project. Next, we will identify the performance measures which will determine the study's success.

Another kickoff meeting goal is to establish the purpose and need for this study. We will lead a walkability audit of the corridor after the meeting. Due to the length of the corridor we propose hiring a trolley which will stop at key locations to illustrate and talk about the constraints and challenges to bicycle and pedestrian mobility in the corridor.

Task 2: Document Existing Conditions

We propose using our in-house LIDAR digital scanner to create a 3D model of the corridor. LIDAR is a remote sensing technology that measures distances by illuminating a target and analyzing the reflected light. Conventional surveying uses a finite number of individual points to create a base map, while a LIDAR survey captures billions of points and presents data in a three-dimensional 'point cloud.' It is precise enough to measure cracks in pavement.

LiDAR picks up millions of above-ground points (point cloud) along the right-of-way from building face to building face. This will drastically shorten the traditional survey schedule, provide an infinitely better base map of the area, and produce a better design.

With this point cloud and correlated photos we can create fly through videos of the corridor and visit each intersection in a public or stakeholder meeting to pinpoint relevant details. We will have the ability to measure lane widths, identify overhead lines, and see pavement markings in this environment. The 3D model will be used to produce the conceptual engineering plans for the chosen alternative. Additionally, this raw data can be transferred to SWMPC for future projects in the corridor for final engineering level design.

P&N has GIS and mapping professionals and a large-format color plotter/printer, so we can provide outstanding maps for public meetings. We keep our map layouts simple and accurate. Users appreciate and understand them.

Point cloud collected by LIDAR

We suggest breaking the corridor into sections, and creating an inventory and condition summary for each section. We will identify and quantify the needs and opportunities within each section.

PUBLIC MEETING NO. 1

The goal of this study is to produce a product you can use to make Napier Avenue a complete street with multiple modes of mobility available to serve a variety of population segments. We believe one critical component of this process is a thorough and comprehensive public information and outreach plan. We will develop a public information plan that considers the demographics of the corridor to reach the maximum number of citizens. We have included West Michigan Hispanic Center as a Spanish translator on our team.

We will compile a list of community hubs like churches, schools, multifamily housing, and neighborhood associations so we can reach and engage as large a percentage of nearby residents and users as possible. Since mobility is an issue, we recommend holding public meetings at locations in or near the corridor to maximize attendance. Our engagement plan includes social media outreach including Facebook, website updates for participating communities, and e-mail.

The first public meeting will focus on hearing and compiling citizen concerns and quantifying their usage of and hopes for the corridor. We will use large-scale aerial maps and the 3D interactive digital model of the corridor to allow citizens to highlight specific issues and identify their visions for the corridor.

We will summarize the public meeting comments, presentation, and other materials for distribution to the stakeholder committee.

Task 3: Develop Alternative Concepts and Evaluation Matrix

Building on the public meetings and stakeholder guidance we will develop three concepts to meet your purpose and address user concerns on the corridor. Using the segments chosen in the previous phase, we will create an evaluation matrix for each concept. Here is one example of a matrix structure that breaks the corridor up into half- to three-quarter-mile segments:

Jurisdiction	St. Joseph Township	St. Joseph Township	Benton Township	Benton Township	Benton Township
Segment	**Segment 1**	**Segment 2**	**Segment 3**	**Segment 4**	**Segment 5**
Pedestrian	500 feet of sidewalk between ___ and ____				
Bicycle					
Transit					

We will present three design concepts on a map for interaction with the stakeholder committee. Once we have refined each concept we will produce preliminary engineering sketches, quantify potential impacts, and create cost estimates to help you evaluate each alternative using the criteria set forth in the kickoff meeting. We will construct an evaluation matrix with weighted factors based on community preferences. We will cover permitting requirements, develop implementation

timelines, show maintenance implications and needs, and identify potential funding sources for each alternative.

PUBLIC MEETING NO 2

We will develop a presentation that details the study process, presents the alternatives and their impacts, and shows the evaluation matrix, concept sketches and engineering sketches. We will bring large-scale color maps and concept drawings illustrating key points in the corridor for each of the alternatives. The public meeting will be a forum to get feedback on each of the alternatives and share valuable data explaining how the preferred alternative emerged.

We will summarize the public meeting comments, presentation, and other materials for distribution to the stakeholder committee.

Task 4: Develop Conceptual Engineering Design Plan for Preferred Alternative

Once you choose your preferred alternative we will advance the concept design to a greater level of engineering detail. We will show geometrics, pavement markings, traffic signal and sign locations, and locations of non-motorized elements including sidewalks, paths, pedestrian refuge islands, crosswalks, etc. Our plan will show where you need right of way or easements. You will see a cost estimate, timeline for implementation, and a listing of possible funding sources.

Task 5: Document the study process and produce a draft report.

Throughout the project, we will keep a narrative of each step and summarize key meetings for our final report. Your report will explain the study process, summarize public meetings and outreach efforts, and talk about the decision-making process leading to the preferred alternative. The stakeholder committee and public can look over our draft report. We plan on holding a final stakeholder committee and public meeting to present the preferred alternative and other study findings. Your final report will reflect any comments and revisions from stakeholders and the public along with the final meeting comments and materials.

Management Plan and Approach

We see this project as an opportunity to balance multiple modes of transportation in a vehicle-dominated corridor. Key to our understanding of this project is the potential to solve mobility, transportation, economic, and health-related issues using a thorough, equitable, and thoughtful planning and study process. Our management plan for this project will include assessment criteria for SWMPC to evaluate our team on an ongoing

basis throughout the project: how we are meeting the schedule, budget, and responsiveness expectations set at the beginning of the project (responsiveness would be measured by how many days it takes the consultant to respond to the client's questions). We will solicit feedback regularly from your staff and act on their recommendations. Project management techniques include regular conference calls and summary memoranda of monthly progress and upcoming milestones. We will set a schedule with SWMPC and stick to it.

We know this project is grant funded. We can help you meet your grant reporting obligations by submitting project cost reports, progress memos or other documentation.

Our team's approach to this project will be one of detail and documentation. Our engineers are adept with details and our planner/landscape architect have years of experience communicating technical concepts to lay people based on these details. We will use our standard Quality Assurance/Quality Control process for this project. P&N's QA/QC process involves review at 50%, 90%, and 100% of completion from senior staff (not associated with the project) with experience with the project type.

Proposed Staffing Plan and Availability

Scott Post

Specific Role: Project Manager
Percentage of Total Hours: 11%

Scott is a Project Manager with Prein&Newhof, where started his career 22 years ago. He has been involved in the design and construction of over 75 miles of non-motorized transportation facilities. Scott also has experience with grant acquisition and administration, including the Michigan Natural Resources Trust Fund (MNRTF), and MDOT's Surface Transportation Program (STP); Congestion, Mitigation and Air Quality (CMAQ) program; and its Transportation Enhancement Program. Scott is a past President of the Western Michigan Branch of the American Society of Civil Engineers, and on the Board of Directors for the West Michigan Trails & Greenways Coalition.

Ariana Jeske

Specific Role: Traffic Engineer
Percentage of Total Hours: 19%

Ariana is a traffic engineer that bridges the perceived gap between engineers and planners with a focus on non-motorized safety. Her past experience includes engineering support for bicycle, pedestrian, and long term transportation planning projects. She speaks yearly at the Institute of Traffic Engineers with topics such as "Preventative Traffic Engineering: A Must for Walkable Communities," "Why did the Engineer Cross the Road?" and "Engineer-Proofing your Non-Motorized Plan."

Matt Levandoski

Specific Role: Landscape Architect
Percentage of Total Hours: 15%

Matt joined P&N's team from the Ottawa County Parks and Recreation Commission. Matt's experience in the public sector will be a tremendous asset for this project. He is a strategic thinker, with a passion for creating quality graphics, maps, and diagrams to convey complex ideas in a simple, easy to understand fashion.

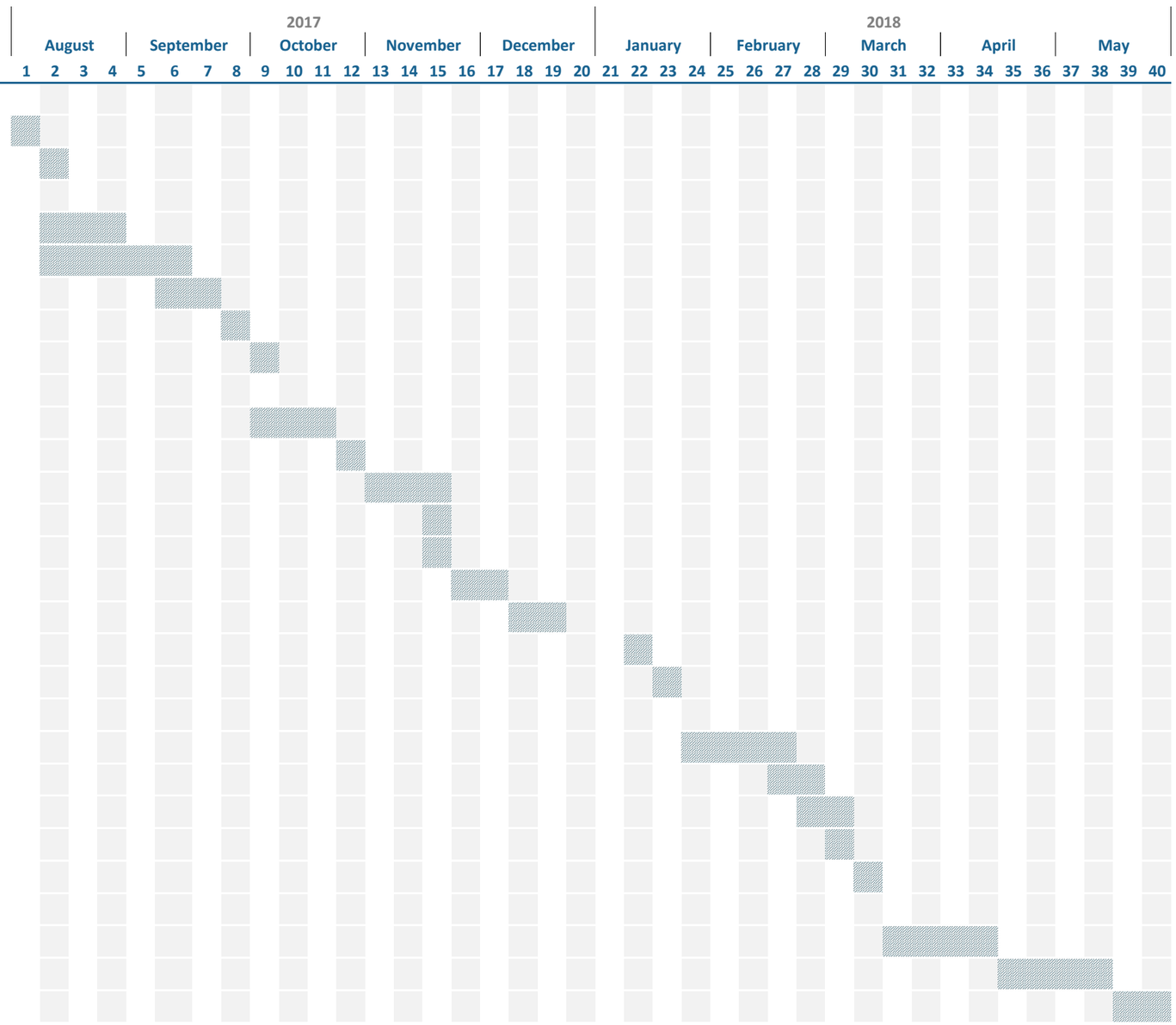
Kimberly Jongsma

Specific Role: Public Engagement Coordinator
Percentage of Total Hours: 23%

Kimberly offers a diverse background of communication skills and experience with the public sector in urban planning and transportation projects. She has experience with public awareness campaigns, data analysis and visualization, layout and design, public surveys and feedback, field data collection, project planning, and thematic mapping.

SCHEDULE

ACTIVITY	PLAN START	PLAN DURATION
Task 1: Project Kickoff		
Kickoff Meeting & Walking Audit	1	1
Kickoff Meeting Summary	2	1
Task 2: Document Existing Conditions		
Existing Data Collection	2	3
Digital Corridor Scanning	2	5
Stakeholder Meeting Prep	6	2
Public Stakeholder Meeting No. 1	8	1
Public Stakeholder Meeting No. 1 Summary	9	1
Task 3: Develop Alternative Concepts and Evaluation Matrix		
Develop Alternatives	9	3
Steering Committee Meeting	12	1
Preliminary Engineering	13	3
Cost Estimates	15	1
Funding Options	15	1
Evaluation Matrix	16	2
Stakeholder Meeting Prep	18	2
Public Stakeholder Meeting No. 2	22	1
Public Stakeholder Meeting No. 2 Summary	23	1
Task 4: Conceptual Engineering Plan		
Conceptual Engineering Plan Design	24	4
Cost Estimate & Schedule	27	2
Stakeholder Meeting Prep	28	2
Public Stakeholder Meeting No. 3	29	1
Public Stakeholder Meeting No. 3 Summary	30	1
Task 5: Study Wrap Up and Final Report		
Study Process Draft Report	31	4
Steering Committee & Public Review	35	4
Final Report	39	2



PERFORMANCE MEASURES

We propose the following possible performance measures for SWMPC to evaluate our work on this project.

- Schedule
- Budget
- Responsiveness
- Scope
- Quality

Appendix A: Resumes

Scott T. Post, PE

Project Manager

Scott is recognized as one of Michigan's premier multi–use non–motorized pathway designers. He has designed or managed over 150 miles of trails for many communities throughout West Michigan. Scott excels at finding solutions that satisfy both residents and community leaders.

Scott has experience with both private and municipal clients, and has worked extensively with MDOT on Local Agency Projects, as well as with the MDTMB, the MDNR and other state agencies. He is very familiar with MDOT trail specifications, knowledgeable about current AASHTO & ADA requirements, and experienced with the administration and testing required for grant–funded projects.

He also has extensive experience with acquisition and administration of grants, such as MDOT's Transportation Alternatives Program (TAP), Transportation Enhancement Program, the Congestion Mitigation and Air Quality (CMAQ) program, and the MDNR's Natural Resources Trust Fund. Scott has also successfully combined these grants on several projects to maximize grant funding used.

While his primary emphasis is trail design, Scott serves as a Project Manager and Project Engineer for other types of projects, including water, wastewater, and stormwater systems, site design and development projects, and site condominium projects.

Education

B.S. Engineering
Calvin College, 1995

License

PE Michigan, 2000

Certification & Training

Step it up!: Action Institute to Increase Walking and Walkability, CDC, 2016

AASHTO Bicycle Facility Design Training: Training Wheels, MDOT, 2011

Designing Pedestrian Facilities for Accessibility, APBP & ACEC, 2009

PSMJ Project Managers Bootcamp I, 2006

Introduction to Pedestrians & Bicycle Safety, Planning & Design, MSU, 2000

Professional Activities

American Society of Civil Engineers Western Michigan Branch
- President, (2009–10)
- Vice President, (2008–09)
- Secretary/Treasurer, (2007–08)

West Michigan Trails & Greenways Coalition
- Vice President (2011–present)
- Board of Directors (2009–present)

Awards

FRED MEIJER GRAND RIVER VALLEY TRAIL & BRIDGE OVER M-66, CITY OF IONIA

Quality of Life Award, 2016
American Society of Civil Engineers, Michigan Section

Project of the Year - Quality of Life, 2016
American Public Works Association, Michigan Chapter

FRED MEIJER GRAND RIVER VALLEY TRAIL, CITY OF IONIA

2013 Project of the Year
American Public Works Association, Michigan Chapter

Representative Projects

- **Dune Ridge SA GP, LLC:** Saugatuck Ferry to Oval Beach Trail
- Friends of the Blue Star Trail: Blue Star Trail TAP Grant Update
- **Jamestown Charter Township:** 24th Avenue Non–Motorized Pathway, Riley Street Pathway and Bridge

- **Comstock Park Downtown Development Authority:** White Pine Trailhead and Trail Extension
- **Laketown Township:** Beeline Road Path, Holland to Saugatuck
- **Port Sheldon Township:** West Olive Road Path & Bridge, Croswell Street Path
- **Saugatuck Township:** Blue Star Trail
- **City of Greenville:** Fred Meijer Flat River Trail
- **Cannon Township:** Townsend Park Trail, Cannon Trail
- **Park Township:** Greenly Street Path, 160th Avenue Path, Quincy Street Path
- **Holland Charter Township:** Felch Street Non–Motorized Pathway, Ottogan Street Pathway, Adams Street Path Bridge over I–196, Quincy Street Path, 104th Avenue and Mason Street Path
- Clinton Ionia Shiawassee (CIS) Rail Trail, Ionia to Owosso **(Michigan DTMB / Michigan DNR)**
- **City of Ionia:** Grand River Valley Rail Trail, Saranac to Ionia and Bridge over M–66
- **Zeeland Charter Township:** 64th Avenue Non–Motorized Pathway, Adams Street Path
- **Macatawa Greenway Project:** Zuidema Farm Trail
- **Ottawa County:** Grand River Greenway, Musketawa Trail Extension, Holland State Park Path Extension and Boardwalk

PATH MASTER PLANS

Scott has helped develop non–motorized path master plans for:

- **City of Harrison**
- **Caledonia Charter Township**
- **Holland Charter Township**
- **Laketown Township**
- **Ottawa County Parks & Recreation Commission (with The Corradino Group)**
- **Park Township**
- **Saugatuck Township**
- **Zeeland Charter Township**
- **Newaygo County Road Commission**
- **Ganges Township**

FEASIBILITY STUDIES

- **Oshtemo Township Trailway**
- **Newaygo Wide Pathway System**
- **Blue Star Highway Trail**

Presentations

"Fred Meijer CIS Trail." Institute of Transportation Engineers Great Lakes Conference, April 2015.

"Progress of the CIS Trail." Friends of the CIS Trail Annual Board Meeting, March 2013.

"Bike Path Planning, Design & Construction." Siegfried Crandall P.C., October 2010.

"Getting Your Trail Project on the Ground." West Michigan Trails & Greenways Coalition, March 2010.

"Getting Your Trail Project on the Ground." Southwestern Michigan Planning Commission, March 2010.

Education

B.S. Civil Engineering
Michigan Technological University, 2005

License

Professional Traffic Operations Engineer, 2015

PE Michigan, 2012

PE North Carolina, 2010

Certification

MDOT Office Technician Certification, 2012

Michigan Community Development Block Grant Administrator, 2017

SESC Comprehensive/Construction Site Stormwater Operator, 2017

Training

Diverging Diamond Workshop
Federal Highways Administration

Principles, Detection, and Timing of Traffic Signals – North Carolina State University

Professional Activities

Algoma Township Zoning Board of Appeals, Planning Commission

Chi Epsilon – National Civil Engineering Honor Society

Institute of Transportation Engineers

Professional History

Prein&Newhof, 2011–present

Summit Consulting, 2010–2011

The Louis Berger Group, 2006–2010

Ariana J. Jeske, PE, PTOE

Senior Engineer

Ariana joined P&N in 2011 and has expanded its traffic safety engineering expertise to include vital non-motorized consideration and preventative traffic engineering elements to transportation projects. She is passionate about all modes of transportation and finds creative ways to promote safety and balance in her projects.

Ariana has experience in key areas of roadway design and traffic engineering through working for a wide range of clients. She specializes in creating engineering solutions to each client's unique project.

Her areas of expertise include:

- Traffic Engineering Studies
- Roadway Design
- Bicycle & Pedestrian Design
- Safety Assessments
- Traffic Control & Detours
- Pavement Marking Plans
- Drainage Design
- Parking Area Development
- Traffic Signal Warrant Analyses
- Traffic Impact Analysis Preparation & Review

She has vast experience with Synchro, Microstation, GEOPAK, HEC–RAS, and HEC–HMS.

Awards

2016 Project of the Year - Quality of Life, American Public Works Association, Michigan Chapter: Fred Meijer Grand River Valley Trail & Bridge over M-66, City of Ionia

2013 Project of the Year, American Public Works Association, Michigan Chapter: Fred Meijer Grand River Valley Trail, City of Ionia

2010 North Carolina Triangle Chapter of Women's Transportation Seminar Rookie of the Year

Representative Projects

TRAFFIC ENGINEERING

- **City of Ionia:** M–66/Dexter Street Pedestrian Safety Study
- **InterActive Studio:** Traffic Engineering for West Michigan Academy of Environmental Sciences Site Design
- **Meijer, Inc.**: Mobility Study, Pedestrian Connection Feasibility Study
- **Irwin Seating:** Internal Circulation Study

- Parkside Valley Drive Traffic Calming Study
- Newfound Gap Road Environmental Assessment, Great Smoky Mountains National Park, Sevier County, TN
- Traffic Impact Analysis Preparation and Review: Various Municipalities
- Spot Safety Analysis for Various Municipalities

TRANSPORTATION DESIGN

- **City of Ionia:** Lafayette Street Reconstruction, Pleasant Street and High Street Improvements
- **Zeeland Township:** 88th Avenue Reconstruction
- **City of Norton Shores:** Woodside Drive, Davis Road, and Getty Street Improvements
- **City of Whitehall:** Lake Street Reconstruction & Stormwater BMP Implementation (EPA–GLRI), Slocum Street, Lincoln Avenue, and Mary Street Improvements
- **City of Kentwood:** 44th Street Rehabilitation, Division Avenue Water System Improvements, East/West Trail Phase III (Kalamazoo Ave. to Paul Henry Trail)
- **Mavcon:** Detroit Arsenal As–Builts
- **Ottawa County Drain Commission:** Bazon Drain, Shoemaker Drain
- **Spring Lake Township:** 174th Avenue Fire Station Site Plan
- **Village of Lyons**: Bridge Street Streetscape and Water System Improvements
- **Village of Muir:** Twin Rivers Bridge
- **Village of Sparta:** General Consulting

Presentations

"Engineer-Proofing Your Non-Motorized Plan." Institute of Transportation Engineers (ITE) Great Lakes District Meeting, 2015

"Shaking the Money Tree." ITE Great Lakes District Meeting, 2014

"Preventative Traffic Engineering: A Must for Walkable Communities." ITE Great Lakes District Meeting, 2013

Matthew G. Levandoski, LLA

Landscape Architect

Matt recently joined P&N and brings with him over 15 years of experience working on a variety of public and private sector projects. He has the ability to listen to the unique needs and challenges of each project and blend them with a keen eye for quality, aesthetics, and user experience that make for successful site design.

Matt has experience managing all aspects of planning, design and construction administration of new and renovated K-12 and collegiate athletic fields, parks, bike paths, playgrounds, drives, and parking lots. For private and municipal sector clients he worked on green roofs, rain gardens, streetscapes, fountains, splash pads, native prairie plantings, entry landscaping, healing gardens, and storm water detention and retention systems.

Matt has worked as a county parks planner and learned to appreciate the needs, challenges, and hard work that go into being a public servant. His responsibilities included project management and design, managing the parks GIS and map database, writing and acquiring state and local grants, working on the 5-year parks and recreation plan, coordinating with volunteers and operations staff, as well as designing numerous maps and signs.

In addition to project experience, Matt has a talent and love for drawing, illustration, and graphic communication in both 2d and 3d. Through a combination of hand and digital techniques Matt is able to graphically bring a design to life, helping clients and their stakeholders make informed decisions.

Education

Bachelor of Landscape Architecture
Michigan State University, 2004

License

Licensed Landscape Architect, 2008

Certification & Training

Gold Standard Leaders Certification
Conflict Resolution, Performance Evaluations, Etc.

'The Disney Way' Customer Service Training – Bill Capodagli

Cultural Intelligence Training
Lakeshore Ethnic Diversity Alliance

Accessibility Awareness Training
Disability Network Lakeshore

Professional Activities

West Michigan Trails & Greenways Coalition - Board Chair

American Society of Landscape Architects - Executive Commitee

Professional History

Prein&Newhof, 2015–present

Ottawa County Parks & Recreation, 2011–2015

GMB Architects / Engineers, 2004–2011

EDSA, Inc., 2004

Landscape Architects & Planners, 2001–2004

Representative Projects

DESIGN

- **City of Cadillac:** Heritage Park Planting Plan & Site Details
- **Village of Lakeview:** DDA Lakefront Planning Document
- **Georgetown Township:** 22nd Ave and Barry St Pathway
- **Park Township:** Greenly St. Non-Motorized Path
- **Jamestown Township:** 24th Avenue Sidewalk, Riley to Outback Pathway
- **Comstock Park:** Community Plaza
- **Village of Sparta:** Splash Pad Design
- **Grand Traverse County:** West Boardman Lake Trail

PRIOR TO PREIN&NEWHOF

- **City of Holland:** Eighth Street Plaza & Splashpad
- **Davenport University:** Entrance Landscape Improvements
- **Grand Rapids Community College:** Green Roof & Rooftop Plaza
- **Ravenna:** Athletic fields, Stadium, & Parking Lot
- **Grand River Heritage Water Trail:** Signs, website layout, maps, & kayak launches
- **Paw Paw Park:** Recreation & Restoration Improvements
- **Tunnel Park** Playground & Amenities
- **Haworth:** New Entrance Drive & Landscape Improvements

Technical Expertise

- AutoCAD
- Adobe Photoshop, InDesign, Illustrator
- Google SketchUp
- ArcView GIS
- Microsoft Office Word, Excel, Publisher, PowerPoint
- Bentley Microstation
- Pen and Marker Illustration
- 3d Computer Visualizaton
- Graphic Design and Logo Design

Kimberly A. Jongsma

Planning and Community Engagement Specialist

Kimberly offers a diverse background of writing and communication skills as well as experience with the public sector in urban planning and transportation projects. She has experience with writing, editing, public awareness campaigns, data analysis, field data collection, project planning, mapping, and project proposals.

Kimberly is proficient in Geographic Information Systems, Microsoft Office Suite, and Adobe Creative Suite.

Her past experience includes planning work for the City of Ann Arbor, creating a database of non–motorized facilities in the City for asset management purposes, while designing and distributing materials for a public awareness campaign for a new traffic law. She also worked on a team to analyze Ann Arbor Transportation Authority's Bus Route 4, which runs along the busiest corridor in the county, and how to increase its reliability. She has also performed a neighborhood analysis for the Springwells district of Detroit, examining social and economic assets and challenges based on data and observation. Kimberly additionally has worked with a metropolitan planning organization and with an environmental nonprofit, providing analytical and GIS services.

Other experience includes soil analysis for the Hope College Geology department for a research project near Saugatuck, Michigan, facilitation of a design charrette in Chicago, and public community meetings in Detroit.

Education

Master of Urban Planning
University of Michigan, 2012

B.A. English with Writing Emphasis
Hope College, 2009

Certifications & Training

Community Engagement, 2016
Michigan Association of Planning

Site Plan Review, 2016
Michigan Association of Planning

Awards

Outstanding Student Project Award, 2013

Let's Roll: ReImagining Transit on Washtenaw Avenue

Michigan Association of Planning

Professional History

Prein&Newhof, 2012–present

City of Ann Arbor, 2011–2012

AmeriCorps – Southwest Detroit Environmental Vision, 2011

Grand Valley Metropolitan Council, 2009–2010 (Internship)

Greater North Michigan Avenue Association, 2008 (Internship)

Representative Projects

- **Ann Arbor Transportation Authority:** Washtenaw Corridor Transit Reliability Analysis
- **City of Ann Arbor Systems Planning Unit:** Non–motorized Prioritization for Capital Improvements Plan, Huron Highlands Community Geo–Thermal Feasibility Study
- **Village of Lakeview Downtown Development Authority**: Lakefront Development Plan - Community Engagement
- **City of Ann Arbor Systems Planning Unit**: Rapid Flash Beacon Public Education Program
- **Southwest Detroit Environmental Vision:** Community Benefits Coalition Public Meetings Facilitation

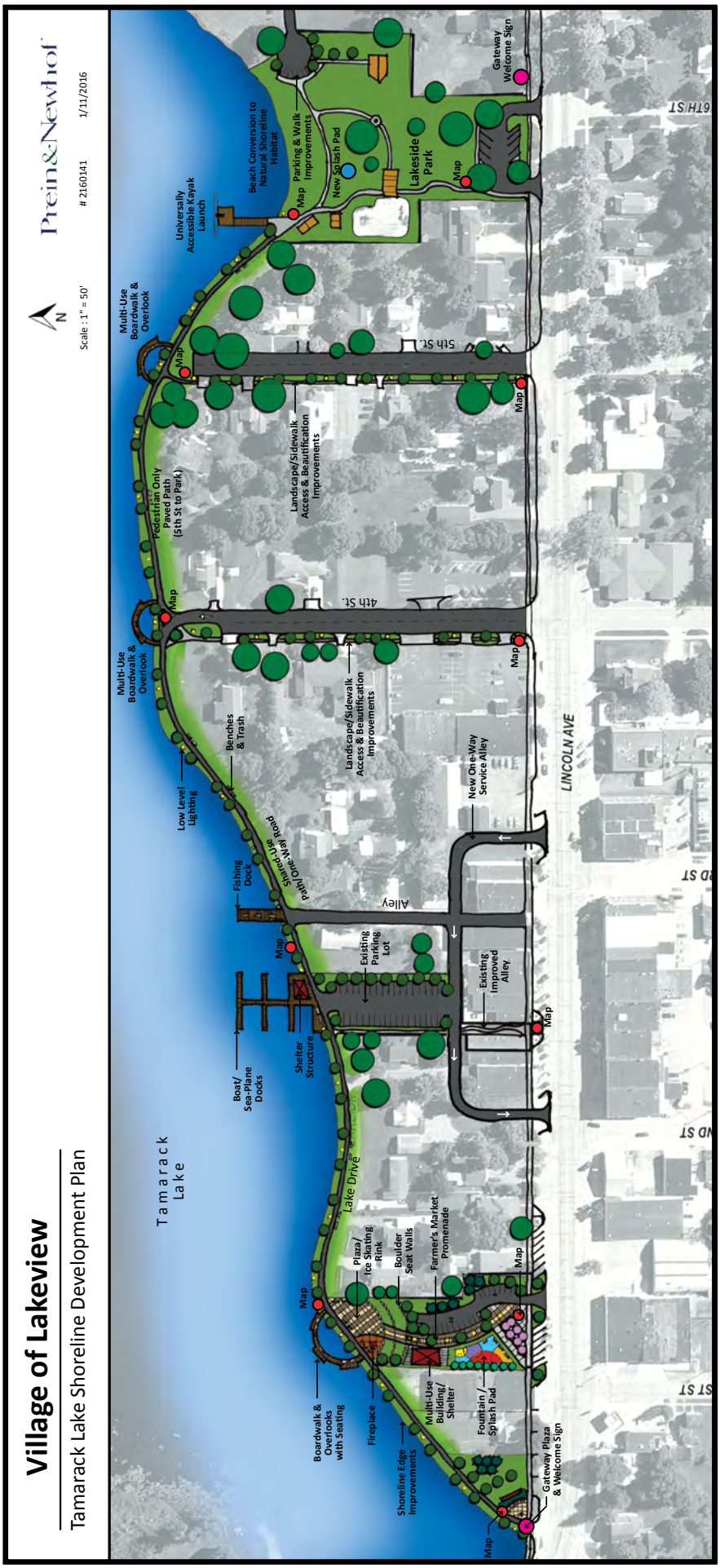
Publications

J. Batterman, S. Hori, B. Homa, K. Jongsma, G. Mani, H. Lee, J. Roberts. "Let's Roll: ReImagining Transit for Washtenaw Avenue"

Appendix B: Concept Map Examples from Previous Plans

Conceptual map of Benton Charter Township's River Park

Development Plan visualization for Village of Lakeview's lakeshore.



Conceptual map built from public meeting feedback in Village of Lakeview.

A more specific visualization: Site Plan for Downtown Cadillac

Appendix C: Forms

C2

REQUIRED FORMS AND CERTIFICATIONS

ADDENDA

The undersigned acknowledges receipt of the following addenda to the document:

Addendum No. 1, Dated May 30, 2017

Addendum No. _____, Dated _____

Addendum No. _____, Dated _____

Failure to acknowledge receipt of all addenda may cause the bid to be considered non-responsive to the solicitation. Acknowledged receipt of each addendum must be clearly established and included with the offer.

The undersigned understands that any conditions stated above, clarifications made to above or information submitted on or with this form other than that requested, will render bid unresponsive.

Prein&Newhof

(Name of Individual, Partnership or Corporation)

3355 Evergreen Drive NE
Grand Rapids, MI 49525

(Address)

Project Manager

(Authorized Signature) (Title)

6/12/2017 (616) 364-8491

(Date) (Telephone)

AGREEMENT OF GOODS and SERVICES

TO: Southwest Michigan Planning Commission
376 W. Main Street
Suite 130
Benton Harbor, Michigan, 499085

The undersigned hereby agrees to furnish the goods and services as listed below in accordance with the specifications which have been carefully examined and are attached.

Signed: _____

Printed Name: Scott Post, PE Title: Project Manager

Date: June 12, 2017 Telephone: (616) 364-8491

For (Company): Prein&Newhof

Address: 3355 Evergreen Drive NE, Grand Rapids, MI 49525

CERTIFICATE OF NON-COLLUSION

I hereby swear (or affirm) under penalty for perjury:

1. That I am the Bidder or an officer or employee of the bidding corporation having authority to sign on its behalf (if the Bidder is a corporation);

2. That the attached bid has been arrived at by the Bidder independently and has been submitted without collusion and without any agreement, understanding, or planned course of action with any other vendor of materials, supplies, equipment, or service described in the Invitation for Bid, designed to limit independent bids or competition;

3. That the contents of the bid have not been communicated by the Bidder or its employees or agents to any person not an employee or agent of the Bidder or its surety on any bond furnished with the Bidder, and will not be communicated to any such person prior to the official opening of the proposals; and,

4. That I have fully informed myself regarding the accuracy of the statement made in this affidavit.

Signed _____

Firm Name Prein&Newhof

Subscribed and sworn to before me this 12th day of June, 2017

_____
Notary Public

MARK A. VANKUIK
NOTARY PUBLIC, STATE OF MI
COUNTY OF KENT
MY COMMISSION EXPIRES May 30, 2022
ACTING IN COUNTY OF Berrien

My commission expires May 30, 2022

Bidders E.I. Number 38-1891590
(Number used on employer's Quarterly Federal Tax Return)

6/12/17
Date

Prein&Newhof
Bidder

_____
Authorized Representative

person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such expenditure or failure.]

The CONTRACTOR, Prein&Newhof, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the CONTRACTOR understands and agrees that the provisions of 31 U.S.C. A 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of CONTRACTOR'S Authorized Official	
Name and Title of CONTRACTOR's Authorized Official	Date

NO GOVERNMENT OBLIGATION TO THIRD PARTIES

No Obligation by the Federal Government.
(1) The AGENCY and CONTRACTOR acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the AGENCY, CONTRACTOR, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.
(2) The CONTRACTOR agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

FALSE OR FRAUDULENT STATEMENTS OR CLAIMS
The CONTRACTOR acknowledges and agrees that:
(1) Civil Fraud. The Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. §§ 3801 *et seq.*, and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to the CONTRACTOR's activities in connection with the Project. By executing the Grant Agreement or Cooperative Agreement for the Project, the CONTRACTOR certifies or affirms the truthfulness and accuracy of each statement it has made, it makes, or it may make in connection with the Project. In addition to other penalties that may apply, the CONTRACTOR also acknowledges that if it makes a false, fictitious, or fraudulent claim, statement, submission, certification, assurance, or representation to the Federal Government, the Federal Government reserves the right to impose on the CONTRACTOR the penalties of the Program Fraud Civil Remedies Act of 1986, as amended, to the extent the Federal Government deems appropriate.
(2) Criminal Fraud. If the CONTRACTOR makes a false, fictitious, or fraudulent claim, statement, submission, certification, assurance, or representation to the Federal Government or includes a false, fictitious, or fraudulent statement or representation in any agreement with the Federal Government in connection with a Project authorized under 49 U.S.C. chapter 53 or any other Federal law, the Federal Government reserves the right to impose on the CONTRACTOR the penalties of 49 U.S.C. § 5323(l), 18 U.S.C. § 1001, or other applicable Federal law to the extent the Federal Government deems appropriate.

ACCESS TO THIRD PARTY CONTRACT RECORDS
The AGENCY agrees to require, and assures that its CONTRACTOR require, their third party contractors and third party subcontractors at each tier to provide to the U.S. Secretary of Transportation and the Comptroller General of the United States or their duly authorized representatives, access to all third party contract records as required by 49 U.S.C. § 5325(g). The CONTRACTOR further agrees to require, and assures that its