

# AGENDA ITEM SUMMARY

Urban Renewal Authority Board

May 26, 2022

## STAFF

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Clay Frickey, Redevelopment Program Manager

## SUBJECT

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Resolution No. 121 Approving the Appropriation of Funds for Prospect South Bicycle and Pedestrian Connectivity Study.

## EXECUTIVE SUMMARY

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The purpose of this item is to appropriate \$250,000 to prepare design documents for bicycle and pedestrian improvements in the Prospect South plan area. In 2020 and 2021, Urban Renewal Authority (URA) staff collaborated with the Institute for the Built Environment on a series of public workshops to generate ideas on how to best spend unpledged tax increment in the Prospect South Plan Area. The top priority project from this engagement was bicycle and pedestrian connectivity west of College Ave. On March 25, 2021, the URA Board adopted the Prospect South Community Investment Plan. The Prospect South Community Investment Plan identified five projects for investment with enhanced bicycle and pedestrian connectivity west of College Avenue as the top priority project.

In accordance with the Community Investment Plan, staff seeks an appropriation of \$250,000 to begin implementing bicycle and pedestrian improvements west of College Avenue. This process will entail:

- Creation of an existing conditions report documenting the bicycle and pedestrian network in its current state;
- Series of public meetings to generate ideas and solicit feedback on potential design solutions;
- Development of a preferred design with preliminary engineering design (30% design);
- Maintenance plan for proposed improvements; and
- Initial survey and easement work for acquiring property needed for completion of bicycle and pedestrian network.

This process of seeking an appropriation follows the City's purchasing policies. \$250,000 will provide ample budget for completing the study based on comparable projects. The study will enable the URA to seek bids for constructing the proposed improvements. The URA will have enough cash on hand to begin funding these improvements in collaboration with the City.

## STAFF RECOMMENDATION

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Staff recommends approval of the Resolution.

## BACKGROUND / DISCUSSION

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From November 2020 to February 2021, URA staff in collaboration with Institute for the Built Environment held a series of public workshops to generate ideas on how to best spend unpledged tax increment in the Prospect South Plan Area. Nearly 100 community members participated in this workshop series. Community members generated many ideas for how the URA could invest in the plan area, remediate blight, and do so in a way that supports their interests. After generating a list of potential projects, workshop participants then prioritized the projects, culminating in a final list of recommended investments for the URA to make in the Prospect South Plan Area. The top-ranking projects, in order, were:

## Agenda Item 3

1. **Westside Bicycle & Pedestrian Corridor** - Enhance walking and biking corridor through the center of the west side of the plan area, including creating a safe crossing over the Sherwood Lateral.
2. **Sidewalk & Crosswalk Improvements along College Avenue** - Improve sidewalk connectivity and safety along both sides of College Avenue and at east-west street crossings.
3. **Green Plaza and/or Outdoor Dining** - Create an inviting public green plaza and/or outdoor dining area.
4. **Existing Small Business Preservation** - Make efforts to preserve existing small businesses in the plan area.
5. **Creekside Park Enhancements** - Increase enjoyment opportunities of Creekside Park with food truck(s), wayfinding, improved gathering spaces, and nature play / learning opportunities at the creek.

Following the community workshops, URA staff developed a Community Investment Plan for Prospect South. This investment plan provides guidance to the URA Board on how to spend unpledged tax increment that aligns with the findings from the community workshops. The Prospect South Community Investment Plan suggests investing in and completing projects in order as prioritized in the plan. The URA Board adopted the Prospect South Community Investment Plan on March 25, 2021.

### STUDY OVERVIEW

The workshop series highlighted the importance of improved bicycle and pedestrian connectivity within the plan area. College Avenue contains gaps in sidewalks that make it difficult to navigate the plan area on foot. Cyclists must take circuitous routes or travel on unsafe roads to get around the Prospect South Plan Area. The purpose of this study would be to contract with a consultant that would re-engage with the community and develop a preferred design for bicycle and pedestrian improvements within the plan area. This would entail the following:

- Creation of an existing conditions report documenting the bicycle and pedestrian network in its current state
- Series of public meetings to generate ideas and solicit feedback on potential design solutions
- Development of a preferred design with preliminary engineering design (30% design)
- Maintenance plan for proposed improvements
- Initial survey and easement work for acquiring property needed for completion of bicycle and pedestrian network

The final deliverable would be a 30% design document for the bicycle and pedestrian network. A 30% design document provides enough detail to estimate the cost of building the proposed improvements with contractors. This will enable the URA to begin developing these improvements within the plan area and achieve the goals of the Community Investment Plan.

Staff wishes to issue a Request for Proposals from qualified contractors to complete the bicycle and pedestrian connectivity study. The URA follows the City purchasing policies per the URA's bylaws. To issue an RFP, the URA must appropriate funding for the work to be completed. City staff was consulted about total costs for similar projects. The most comparable project that the City has completed recently was the Pitkin Low-Stress Bicycle Corridor Design in 2015. The Pitkin Low-Stress Bicycle Corridor Design had a budget of \$154,000 with a similar scope of work. Given that the Pitkin Low-Stress Bicycle Corridor Design occurred in 2015, the cost of services will likely be higher now for comparable work.

### NEXT STEPS

If the Board approves the resolution, staff will create an RFP and seek qualified professionals to conduct the scope of work. Staff anticipates issuing the RFP in the summer with work commencing in late summer or the fall.

**CITY FINANCIAL IMPACTS**

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Currently, the fund balance of the Prospect South Plan Area is \$852,447. The appropriation sought is \$250,000 which would be the upper limit on spending for creating a 30% design document for the bicycle and pedestrian improvements within the plan area. Based on other similar projects recently completed by the City, staff is confident this appropriation is a conservative estimate and sufficient to achieve the outcome. This would leave \$600,000 in reserves for other priorities or to begin implementation of these bicycle and pedestrian improvements.

**BOARD / COMMISSION RECOMMENDATION**

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Staff presented the appropriation request to the Finance Committee on May 12. The Finance Committee supported the appropriation and recommended bringing the appropriation to the URA Board for consideration.

**ATTACHMENTS**

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1. Prospect South Community Investment Plan (PDF)
2. Pitkin Bikeway Scope of Work (PDF)
3. Powerpoint Presentation (PDF)

## Introduction

The Community Investment Plan for Prospect South is the outcome of a community engagement series in collaboration with the Institute for the Built Environment. This plan unites a data driven, analytical approach to redevelopment and the lived experience of community members and what they would like to see the plan area become in the future. This document is a guide for the Urban Renewal Authority Board's investment decisions in the plan area.

### Summary of Community Engagement

City Council adopted the Midtown Urban Renewal Plan and the Prospect South Tax Increment Financing District in 2011. At the time of its adoption, City Council acted as the Urban Renewal Authority Board. The vision and objectives of the Midtown Urban Renewal Plan are broad and do not speak to the unique qualities of the Prospect South area nor the desires of the community. As such, the Urban Renewal Authority Board directed staff to conduct an engagement series to understand how the Board could invest in the plan area that meets the community's needs.

Community engagement centered around identifying and prioritizing how the Prospect South Plan Area could become a more attractive and enjoyable place to gather, work, live, do business, and go to school. The community engagement process began with formation of a working group, comprised of stakeholders in and near the plan area, that met monthly for four months. The working group identified proposed improvements to the plan area, on which the community provided input through two virtual community forums and a community questionnaire. The community engagement activities took place from November 2020 through February 2021 and reflect the perspectives and input from those who participated.

The community identified five priority projects for the Prospect South plan area. The list below describes each project and lists the projects in order of priority.

1. **Westside Bicycle & Pedestrian Corridor** – Enhance walking and biking corridor through the center of the west side of the plan area, including creating a safe crossing over the Sherwood Lateral.
2. **Sidewalk & Crosswalk Improvements along College Avenue** – Improve sidewalk connectivity and safety along both sides of College Avenue and at east-west street crossings.
3. **Green Plaza and/or Outdoor Dining** – Create an inviting public green plaza and/or outdoor dining area.
4. **Existing Small Business Preservation** – Make efforts to preserve existing small businesses in the plan area.
5. **Creekside Park Enhancements** – Increase enjoyment opportunities of Creekside Park with food truck(s), wayfinding, improved gathering spaces, and nature play / learning opportunities at the creek.

### Equitable Development Framework

Prospect South sits at the edge of Old Town and the Colorado State University campus. While home to few people, it is home to numerous small businesses. Many of these small businesses are locally owned and help contribute to the unique character of Fort Collins. The engagement

series highlighted the importance of these small businesses to the plan area and community at large. While the intent of increased investment is to remediate blight and enhance the plan area, this investment can threaten the viability of these small businesses and unintentionally lead to their displacement.

The URA has guiding principles of inclusion and co-creating plans with the community. The Government Alliance on Race & Equity (GARE) developed a framework for equitable development to address situations where investment can change the character of a community. The GARE Equitable Development Framework consists of the following elements:

1. Advance economic opportunity
2. Prevent displacement
3. Preserve and expand affordable housing options
4. Understand and respond to local context
5. Promote broader mobility and connectivity
6. Practice meaningful community engagement
7. Develop healthy and safe communities
8. Promote environmental justice
9. Achieve full accessibility

This framework serves as a guide for this investment plan and ensures the work of the URA is rooted in equity, leading with race.

## Investment Plan



### Westside Bicycle and Pedestrian Corridor

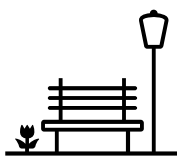
Enhancing and improving north-south bicycle and pedestrian connectivity through the center of the west side of the plan area was the top priority across all engagement efforts. Engagement participants see this corridor as a primary opportunity to draw people into the plan area, especially from Spring Creek Trail, as well as to create safety for residents and commuters.

Corridor improvements throughout the plan area would include wayfinding and signage, additional vegetation, possible reconfiguration of select parking areas, and a multi-modal and/or shared street concept running between The State student housing and the strip malls facing College Avenue. The north-south crossing at Creekside Park, another opportunity for wayfinding signage and improved visual appeal, could be more direct. Improvements south from Creekside Park to the south end of the plan area include creating a structured, safe crossing over the Sherwood Lateral, which amends the current solutions of either scrambling over the Sherwood Lateral or taking a long and uncomfortable route along College Avenue. Representatives of Compass Community Collaborative, The State, the permitted student housing Johnson Drive Apartments, and CSU students all emphasized the importance of a connection over the Sherwood Lateral. As student and other multifamily residences come into the area, the demand for a safe and comfortable solution at the Sherwood Lateral will increase.



### Sidewalk & Crosswalk Improvements Across College Avenue

The sidewalks and crosswalks along College Avenue were identified as a priority. Many sections of sidewalk are either non-existent, too narrow, and/or directly adjacent to the traffic on College Avenue. Because of the speed and quantity of traffic, pedestrian crossings feel unsafe and would benefit from traffic calming measures. Community members expressed a desire for contiguous sidewalks running north and south along College Avenue, and making sidewalks wider and detached where possible.



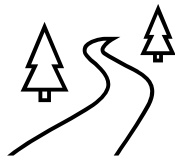
### Green Plaza and/or Outdoor Dining

Community members felt that adding public gathering spaces, potentially in the form of a public green plaza or shared outdoor dining area for nearby restaurants, would help make the plan area a more attractive destination. A place of vegetated respite at the north end of the plan area, paired with an improved central bicycle and pedestrian corridor, would create a destination for people crossing the Spring Creek Trail.



## Existing Small Business Preservation

Preserving existing small businesses was ranked as the #4 priority among questionnaire respondents, who further expressed its importance in an open-ended question regarding what additional types of businesses they would like to see in the plan area. Respondents also expressed interest in more restaurants in the plan area, as well as a recreational center or community center, outdoor gathering spaces, retail, a hotel, and entertainment.



## Creekside Park Enhancements

Creekside Park was largely seen as having significant unrealized potential. Currently, there is a high volume of commuter and recreational traffic along the Spring Creek Trail that largely passes through the plan area without stopping. By creating more of a destination at Creekside Park, the park could serve as a gateway into the rest of the plan area. Food trucks near the park could serve commuters and student residents, while enhanced gathering spaces and creek access would serve CSU classes, Compass Community Collaborative students, and families visiting the area. Providing formal and informal gathering areas, and possibly a pavilion, would create a more inviting environment that would encourage people to slow down and spend time and money in the area. Improved wayfinding, vegetation, and art could be used to help draw people to the businesses to the north.

### Recommended Funding and Implementation Strategy

To honor the priorities the community established through our engagement process, this plan recommends funding and completing projects in order. What this means is funding the first priority project and then moving on the second priority project once the first priority project is complete. The prioritized list of projects in order is:

1. **Westside Bicycle & Pedestrian Corridor**
2. **Sidewalk & Crosswalk Improvements along College Avenue**
3. **Green Plaza and/or Outdoor Dining**
4. **Existing Small Business Preservation**
5. **Creekside Park Enhancements**

This approach ensures the URA addresses the highest priority projects with remaining revenues. Each of these projects require further refinement, scoping, and engagement prior to implementation. Each of the projects above will follow the process below for implementation:

1. **Scoping, feasibility, and refinement** – staff will develop a scope of work for the project. Based on the scope of work, staff will seek cost estimates for each project. If the plan area has enough cash on hand to move forward with the project, staff will move forward with the project.
2. **Request appropriation from URA Board** – staff will present the project scope and cost estimates to the URA Board and seek an appropriation for the project. At this time, the URA Board will consider the merits of the project at that time along with a consideration to return some incremental revenue to the taxing entities.
3. **Community engagement** – after appropriating funds, staff will co-create the final project design with the community. This will ensure the built improvements reflect the needs of the community and that the work aligns with the vision of this investment plan.
4. **Build improvements**

## Finance Options

The URA may fund improvements as it generates tax increment or issue debt to fund projects. This investment plan does not provide guidance on how to finance the improvements in this plan. Rather, financing decisions are at the discretion of the URA Board. The URA Board will have the opportunity to discuss financing options when these projects and others go before the URA Board for discussion. At that time, the Board may decide the best mechanism for financing these projects. As referenced above, the URA Board may also contemplate remitting revenues back to the affected taxing entities when considering funding projects.



## Metrics and Indicators

As stated earlier, this investment plan aims to invest the URA's remaining tax increment revenue into projects that improve the Prospect South corridor for all. Often times, investment by government can inadvertently lead to displacement of people, businesses, and culture. For this investment plan to be a success, investment must lead to all members of the Prospect South community sharing in the growth in prosperity from the URA's investments. The following metrics and indicators will provide signs of how well the URA's investments are supporting the goal of developing in an equitable way. Staff will monitor the following data:

<b>Metric/Indicator</b>	<b>Data Source</b>	<b>Target</b>
Leverage rate	URA	Increase or maintain historic leverage rate
Property values	County Assessor	Stable growth
Property ownership	County Assessor	Varied ownership, few properties owned by LLCs that own 3+ properties
Residential rents	Department of Local Affairs	Stabilize rents
Business rents	CoStar	Stabilize rents
Household income	HUD, American Community Survey	Stable growth
Cost burdened households	American Community Survey	Decrease percentage of households that are cost burdened
Residential building permits issued	City of Fort Collins	Mix of unit types that match community needs
Households by race	American Community Survey	Prevent displacement of Latinx community

This suite of metrics and indicators will provide a strong overview of the economic vitality and the composition of businesses and residents in the plan area. Early signs of significant change in any of the metrics will send a signal to the URA to act before the issue becomes too difficult to address. Many of these metrics are not within the URA's control. While the URA cannot control things like rent or who chooses to live in the plan area, the URA can influence factors that would result in change or potential displacement of people, businesses, and culture.

## Plan Alignment

Beyond fulfilling the objectives identified by the community during our engagement process, this investment plan will support the objectives of all entities collecting property tax in the plan area. This section identifies relevant policies and goals of each taxing entity with which this investment plan aligns.

### City of Fort Collins

The City of Fort Collins has a comprehensive plan called City Plan that provides an overall vision for the development of the community. Sub-area plans then clarify that vision for different parts of town. The Midtown Plan provides finer grain detail and specific goals for how Prospect South will develop over time.

#### City Plan

*Principle LIV 2* – Promote infill and redevelopment

*Policy LIV 3.6* – Context-sensitive development

*Policy LIV 4.4* – Culturally relevant gathering places

*Principle LIV 7* – Promote a more inclusive and equitable community that encourages and celebrates diversity

#### Midtown Plan

*Vision* - Streets will be inviting to pedestrians and bicyclists, with attractive street edges, and active urban plazas and spaces.

*Improved Circulation* - Improve existing and implement new east-west connections to facilitate movement from existing neighborhoods east and west of College into Midtown and to and from the MAX stations and other transit stops.

*Parks and Open Space* - Establish a network of several minor public open spaces throughout Midtown as part of private development projects, but which contribute to the larger Parks and Open Space concept for Midtown.

### Larimer County

Larimer County utilizes a Strategic Plan to guide its operations in the short term. Larimer County's Comprehensive Plan provides policy direction over the long term. Below are policies from the Strategic Plan and Comprehensive Plan with which this investment plan aligns.

#### Strategic Plan

*Goal 2* - Everyone in Larimer County has access to economic opportunities and a vibrant quality of life. We work together to remove barriers.

## Comprehensive Plan

*Policy E1.3* - Support investments in workforce development, training, technology, and education for the evolving needs of a diverse workforce and changing economy.

*Policy E1.4* - Encourage small-business development and entrepreneurship in non-residential locations.

*Policy I1.7* - Collaborate with state, regional, and local entities to develop a more efficient, connected trail, transit, rail and multi-modal transportation system.

## Poudre School District

Poudre School District uses the concept of District Ends to define success. District Ends are aspirational goals that help the district achieve its vision and drives policy. The District Ends this investment plan will help the school district achieve are:

*Success in a Changing World:* PSD students are prepared for college and workforce success. PSD ensures access and encourages participation in a wide range of experiences that reflect expectations of a changing world.

*Connections:* PSD students are academically and socially connected to their school and community. PSD provides engaging opportunities to support students' individual pursuits and interests.

## Poudre River Library District

*Meet & Collaborate* - We are a catalyst for positive, social interactions. We provide inclusive, welcoming spaces to bring together a growing and diverse community. Our libraries are trusted destinations that anchor the community. We build collaborative partnerships with local organizations, businesses, and nonprofits that allow us to provide service in alternative ways.

*Reimagine the Future* - We foster a culture of possibility and stewardship. We anticipate the needs of our growing community and align our resources to those needs. We recognize that the current demand for library services in our District exceeds our available public spaces. We look for opportunities to expand and build efficiency, sustainability, and creativity in our operations.

## Project Description

This project will create a connected low stress bicycle route along the Pitkin Corridor (Includes Pitkin Street, Clearview Avenue, Castle Rock Drive, and Springfield Drive). A major component of this project is providing intersection improvements for non-motorized users at the four major arterial streets, namely Taft Hill Road, Shields Street, College Avenue, and Lemay Avenue. In addition, this project will review the entire corridor and propose design improvements where needed. This may include striping and other speed and volume management elements. Finally, bicycle wayfinding signs will be programmed and located along the entire length of the corridor to guide people to and from the facility as well as along the facility. The project will go through the CDOT Local Agency process. This scope of services provides details for the development of preliminary design, final construction plans, construction support, and associated engagement activities necessary for the successful completion of the Pitkin Low Stress Bicycle Corridor project. This approach is based on our understanding of the needs of the City of Fort Collins, and our experience with similar projects and national best practices. Based on a scoping meeting with Dan Woodward and Mike Oberlander, the following scope of services has been refined to meet the City's desired outcomes.

The contract will be an hourly-not-to exceed contract, and of critical importance to the City is on-time delivery.

## Task 1. Project Initiation and Project Management

### TASK 1A. KICKOFF MEETING AND SCOPE REFINEMENT

The Alta team will meet with the Project Management Team (PMT) (including City staff and selected stakeholders) to confirm task elements, roles, project schedule, and coordinate the public outreach plan. This meeting will also serve to set a level of expectations for anticipated results and deliverables for the project. Setting the expectations prior to beginning project tasks will help everyone to have a similar understanding of team member roles and expectations, and of the general direction of the project. Our team anticipates an in-depth scope discussion during this meeting to see that the planned services, process, and deliverables meet the City's needs, expectations, and budget. We will also establish the timeframe and level of PMT input necessary to meet project milestones. As coordination with Colorado State University (CSU) will be a key component of the project we will discuss a process for design coordination for the CSU portion of the corridor. Alta will also lead a team site visit to investigate the corridor and foster a common understanding of key focus and challenge areas.

### TASK 1B. DATA COLLECTION

Interwest Consulting Group (Interwest) will prepare the base mapping for the entire length of the corridor using City provided Aerial Photography, LIDAR survey data, record drawings, right-of-way and parcel maps (if needed), records of survey, available utility maps and plans, and assessors maps in AutoCAD. If additional survey information is needed during the design process, the City will provide all survey services and provide the data to the Alta team for preparation of construction drawings. Planning documents such as the Fort Collins and CSU Bicycle Master Plans and previous design efforts for the corridor will also be reviewed. The City will provide available motorized vehicle and non-motorized traffic counts (ADT and turning movement counts) for College/Pitkin and Remington/Pitkin. ADT on Taft/Clearview, Springfield east of Constitution, Pitkin east and west of College, and Pitkin east and west of Lemay will also be provided by the City (via Fort Collins Website). However, collection of additional motorized and non-motorized traffic counts (ADT and turning movement counts) will need to be obtained at the following intersections to assist development and analysis of corridor geometric design. Alta will coordinate with All Traffic Data to obtain this information.

- Lemay Avenue and Pitkin Street
- Lemay Avenue and Robertson Street
- Shields Avenue and Pitkin Street
- Shields Avenue and Springfield Avenue
- Taft Hill Road and Clearview Street

Throughout the project, our team will conduct additional field work to observe operations and existing conditions.

## TASK 1C. STAKEHOLDER/COMMUNITY MEETING INVOLVEMENT

Per the City's Communication Plan and desired public outreach process, we will assist City staff with engaging stakeholders and community members who are critical to the development of the final plan. Alta will prepare up to ten (10) high-quality graphics (in the form of posters, mailers, fliers, display boards (including 3D and plan view graphics), and meeting presentation materials) for stakeholder and public meetings. Two (2) members of the Alta team will attend and participate in these meetings.

Stakeholder and related meetings will include groups such as the City Council, CDOT, City departments, the City Transportation Board, CSU, Poudre School District, area property and business owners and bicycle and pedestrian advocacy groups.

The Alta team will support a City-developed project website with images, meeting summaries, and project updates as desired. We anticipate preparing for and participating in up to five (5) total public and stakeholder meetings. We foresee the following meetings:

- Attend one (1) communications department meeting to define public involvement
- Attend one (1) Initial public meeting (Background and input gathering)
- Attend one (1) open house meeting to present corridor concept
- Attend and prepare for three (3) stakeholder meetings

## TASK 1D. PROJECT MANAGEMENT

The following outlines Alta's procedures for effectively managing a project.

### ***Communicate Effectively***

Throughout the planning process, Alta's Project Manager, Josh Mehlem, and/or Project Engineer, Alicia Zimmerman, will be in regular contact with the City Project Manager to provide project status and to seek input at key decision points. We will set up bi-weekly check-in meetings and participate in informal progress meetings. Alta will prepare meeting minutes covering the discussion items and a list of follow-up tasks with the responsible party for each task.

### ***Monitor Project Status***

Alta uses Deltek Vision to manage the budgeting and scheduling portion of projects. This software allows our Project Managers to track costs in real time, maintain a schedule of future labor hours, and produce monthly progress reports. With each monthly invoice,

### ***Provide Quality Control***

Alta employs a two-tier quality control system for all major deliverables that includes (1) peer review, and (2) independent review by principals. Advanced design concepts and cost estimates will be reviewed by a licensed professional engineer or traffic engineer before distribution to the City, with complex engineering challenges receiving multiple reviews by specialists.

### **Task 1 Deliverables**

- Updated project scope
- Project budget
- Updated project schedule
- Meeting minutes for kickoff meeting, progress meetings, stakeholder meetings, and public meetings (if desired)
- Attendance at up to five (5) public and stakeholder meetings with accompanying materials
- Alta will produce up to ten (10) graphics for public and stakeholder meetings (including illustrative plan view and 3D graphics, presentation boards, posters, etc.)

## Task 2. Preliminary Engineering Design

Utilizing the previously-developed corridor and intersection crossing concepts as a starting point, the Alta team will develop, and collaboratively refine with the city, preliminary engineering plans (30%) for the corridor. We will draw on our extensive experience in bicycle corridor design and national best practices for this task, and consider the entire Fort Collins transportation network (motor vehicle, pedestrian, and other modes) as we develop conceptual plans and preliminary (30%) engineering plans.

## TASK 2A. CONCEPT PLAN REFINEMENT AND ILLUSTRATIVE PLAN DEVELOPMENT

The Alta team understands that conceptual drawings were developed during the TAP Grant process for the four major intersection crossings in the Pitkin corridor. To aid the City in confirming intersection treatment design direction, the Alta team will develop two to three (2-3) additional alternatives for the major intersection crossings (including those previously developed) to a conceptual level to be vetted and discussed in a collaborative workshop with key City staff (Traffic Operations Department, FC Bikes, Engineering, and Streets). The purpose of the workshop is to discuss the trade-offs of each intersection concept and agree upon preferred concepts for each intersection and other key spot improvements along the corridor. See below for workshop description.

Once a preferred concept for the corridor (intersections and other key locations) is agreed upon by the project team, an illustrative corridor plan (developed in adobe illustrator) including intersection graphics and typical cross sections will be developed using the CAD linework as a base (helping the team efficiently move toward the Preliminary (30%) Plan submittal), creating an accurate and easily-understandable communication tool. As noted in Task 1C, Alta will develop up to ten (10) 3D (photosimulations or Sketch Up), sections, or plan view graphics of typical mid-block or intersection locations throughout the corridor as agreed upon by the PMT. These illustrations will help convey the corridor concept to stakeholders and the community, allowing them to visualize the design intent.

### *City Staff Collaborative Workshop*

- Prepare for and facilitate a four (4) hour work session with key City Staff and stakeholders to vet and discuss intersection and corridor concepts
- Alta will to prepare two to three (2-3) precedent image boards for intersection crossing treatments and other key spot improvements along the corridor (including, but not limited to speed and volume management tools)
- Alta will present feedback from other communities and research data (if available) on similar bikeway treatments from around North America on safety and compliance benefits
- Alta and Interwest will work together to develop two to three (2-3) conceptual design alternatives for the major intersection crossings (including those previously developed) and other key spot improvements to be vetted and discussed at the work session. Ten (10) total conceptual graphics will be developed for the workshop
- Alta to send sample agenda of similar workshop to City

## TASK 2B. PRELIMINARY (30%) PLAN DEVELOPMENT

After design direction on a corridor design (intersection configurations and other spot improvements) is defined in Task 2A, preliminary engineering and wayfinding plans will be developed using aerial imagery, GIS, and topographic information at a scale of 1" = 40'/50' (1" = 10'/20' at intersections as necessary) with accompanying sections and details as necessary to communicate substantial elements, impacts, challenges, and opportunities.

It is in everyone's best interest to complete plan component reviews in "real time," creating a more efficient workflow for the whole team. This means that throughout the preliminary and final design, the Alta team will submit "progress drawings" or portions thereof with requests for decisions, more information, or simply to provide an update to City staff. A clear and regular channel of communication on our side, as well as expediency in the City's response, will be critical in making this approach successful. The close physical proximity of the Alta team to City staff will allow for frequent, informal field or office meetings to review design elements and confirm design direction. In addition, the Alta team will develop a 30% submittal package to be submitted to CDOT for review. This will serve as the CDOT Finding in the Public Interest (FIPI) submittal and will keep CDOT informed on the project progress.

Building on our significant national wayfinding experience, and our work leading development of the Fort Collins Bicycle Wayfinding System Plan, we will craft a wayfinding signage plan design for the corridor at this stage. Because wayfinding is such a critical component in the success and usability of the corridor as a low stress bikeway, the Alta team will focus on developing details of signage placement, programming, and sign design details for maximum clarity and effective message communication.

The Alta team will make one round of revisions to the preliminary corridor engineering and wayfinding plan based on input from City and CDOT staff. The preliminary drawings will be shown in plan and section, and will clearly indicate critical

dimensions, unique geometric features and program elements, major intersection crossing configurations, regulatory and wayfinding signage, roadway striping, location of utilities, proposed circulation revisions, and any right-of-way acquisitions (though none are anticipated). The final submittal of preliminary plans will include the following:

- Preliminary (30%) construction plan
- Preliminary plan quantities
- Preliminary opinion of construction cost estimate, and an
- Preliminary outline of specifications to be developed in the next phase of design

### **Task 2 Deliverables**

- Conceptual Pitkin Bikeway Corridor Plan and supporting graphics (photo simulations and typical sections as necessary). Alta will develop up to ten (10) plan view and 3D drawings
- Four (4) half size preliminary (30 %) plan sets for intersection geometries and layout, regulatory and wayfinding signage, roadway striping, utility adjustments (if necessary), plan details
- One (1) pdf file of plan set
- One (1) digital copy of design drawings
- One (1) electronic copy of preliminary Project Specifications Outline
- Preliminary plan quantity summary
- Preliminary opinion of construction cost
- Preliminary specification outline

### **Task 3. Environmental Review (optional)**

The Alta team will provide input throughout the project on the tradeoffs between alternative concepts and the implications of the alternatives for the schedule and extent of environmental review. Per the RFP addendum, it is anticipated that environmental review for this project will be completed by the City and CDOT. However, if additional environmental consultation on a programmatic Categorical Exclusion, hazardous materials, historic resources, or a Materials Management Plan is necessary, Pinyon Environmental will provide review and environmental services for an additional fee.

### **Task 4. Final Plans, Specifications, and Estimate**

The Alta team will prepare 75% (combined FIR/FOR submittal per City direction) and 100% plans, departing from the conventional 60%/90%/100% plan submittal process, to provide additional schedule and budget efficiency. Plans, Specifications, and Estimates (PS&E) will be developed in accordance with the latest edition of the CDOT and LCUASS Standard Drawings and Specifications for the City of Fort Collins. The design plans will be prepared based on the approved preliminary design plans.

In addition to the signing and striping and layout plans provided in the 30% plan set, signal plans and traffic analysis for the arterial crossings (including coordination with City traffic and CDOT as necessary), grading plans, stormwater management plans and drainage memorandum, and traffic control plans will be developed during this stage. Adjustments to existing storm drain system may be required at locations with proposed curb extensions. Other than adjustment of utility covers to grade and utility adjustments associated with traffic signal plans, no utility relocations are anticipated for this project.

The plans will be signed and sealed by a registered professional engineer and will be prepared at a minimum scale of 1"=40'. Additional detailed enlargements will be included for roadway segments or intersections that are non-typical, such as the arterial crossings. The scale of these drawings will be minimum 1" = 20'.

Project specifications will be prepared in accordance with the latest edition of the LCUASS standards. Detailed unit price construction cost estimates will be developed for the corridor for use as an Engineer's Estimate of Probable Cost.

With each submittal, City staff will review and provide a consolidated and internally consistent set of comments to be incorporated in the next plan set. It is assumed that City review time will be two (2) weeks per submittal. The final (second) review period will also include a formal review meeting for discussion of Field Inspection Review (FIR) and Final Office

Review (FOR) comments. The Alta team will conduct this meeting and provide minutes, as well as response to comments. After final review, Alta will make required revisions to PS&E and submit a “For Construction” set.

The following sheets are the anticipated sheets to be included in the sets for each submittal:

- Title sheet
- Standard Plans List
- General notes
- Summary of Approximate Quantities
- Tabulation Sheets
- Existing conditions and demo sheets
- Typical sections
- Geometric layout plan sheets
- Grading and drainage sheets
- Utility adjustment plans and details
- Traffic control sheets
- Tabulations of signs
- Tabulations of pavement marking
- Signing and striping plans
- Signing and striping details
- Signal improvement plans
- Civil detail sheets
- Erosion control tabs
- Erosion control plans
- Storm water management plans

#### **Task 4 Deliverables**

##### Final Engineering Phase Deliverables (FIR/FOR)

- Final drainage report
- CDOT Storm water management plan (SWMP)
- PDF 75% PS&E (Combined FIR/FOR submittal)
- Four (4) half size final plan sets (11x17)
- PDF final plan set
- Electronic copy of the final project specification book (standard special provisions and project specific special provisions)
- Electronic copy of project bid tab and opinion of probable cost
- Minutes from review meetings and comment responses

##### “For Bidding” Submittal and Deliverables (100%)

- Four (4) half size “For Bidding” plan sets (black and white, 11x17) stamped by PE
- One (1) PDF file of the “For Bidding” plan set, stamped by PE
- One (1) Electronic copy of the “For Bidding” plan set, stamped by PE

## **Task 5. Bidding and Construction Administration Support**

The Alta team will remain available to the City to answer technical questions related to the design documents during the bidding and construction phase of the project. Specifically, our team will provide the following bidding and construction administration services:



- Respond to bidder questions during the bid period
- The Project Manager's (one from Alta and one from Interwest) will attend the pre-bid meeting at the project site
- Key project team members will make periodic construction observation trips
- Attend construction meetings with the selected contractor to assist with construction questions based on final construction documents or field conditions
- Assist the City with issuance of change orders; review RFI's, submittal reviews and clarification requests
- Review and organize record drawings (as-builts) to be maintained by the contractor and scan to digital format

#### **Task 5 Deliverables**

- Responses to bidder questions during the bid period
- Attendance at pre-bid meeting on site
- Attendance at construction progress meetings
- Response to RFIs, submittals reviews, and clarification requests and associated addenda
- Record drawings

### **Optional Task 6. Application to FHWA or CDOT for Experimentation**

Should the proposed solution require FHWA or CDOT permission to experiment with identified design elements that do not have an existing determination, Alta will prepare an application on behalf of the City. This does not include before, during, or after monitoring or data collection or attendance at meetings as may be required as part of the application process, which can be done on a "time and materials" basis. If approval by FHWA or CDOT for experimentation is necessary, we will coordinate a revision to the project schedule with City staff. This task includes RTE document and coordination/revisions (if necessary) based on FHWA feedback.

#### **Task 6 Deliverables**

Applications for FHWA or CDOT permission

### **Optional Task 7. Education Campaign**

Previous installations similar to those proposed along the Pitkin corridor have been successful in implementation but met with confusion and resistance from some community members. If desired, the Alta team will develop a public awareness and education campaign to distribute information on the corridor and introduce new crossing types and configurations not previously seen in Fort Collins.

#### **Task 7 Deliverables**

- Draft and Final Education and Awareness Campaign

### **Exclusions**

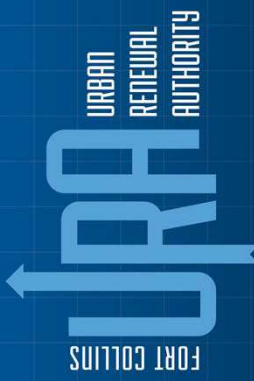
This scope of work is intended to cover the work identified above. It does not include:

Construction inspection

Right-of-way acquisition or any tasks related to acquisition (i.e. plat preparation, etc.)

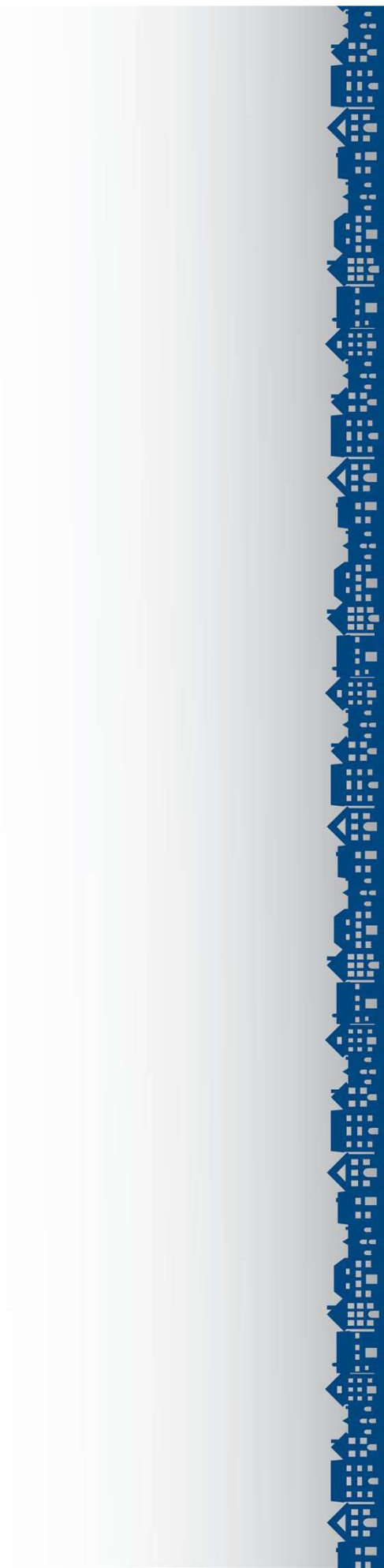
Other services not explicitly stated

Pikmin Low-Stress Bicycle Corridor Design															
Fee Estimate															
Alta Planning + Design (2016 CDOT Rates + 10%)															
Interwest Consulting Group															
Task #	Task Name	Principal	Project Manager	Senior Engineer	Project Engineer	Project Designer	Principal (Programs)	Project Planner	Sr. Project Manager	Project Manager	Design Engineer	CAD Technician	Total Hours	Direct Expenses	Alta Fee
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$	\$
1	<b>Project Initiation and Project Management</b>														
1A	Kickoff Meeting and Scope Refinement	2	8	4					2	4			20	200	\$ 2,406
1B	Data Collection (direct expenses are for traffic counts)	4	4	8	4				2		6		24	6500	\$ 2,582
1C	Stakeholder/Community Meeting Involvement	4	24	24	32				8	18	12	4	126	1000	\$ 13,679
1D	Project Management	4	48	24					8	24			108		\$ 12,701
2	<b>Preliminary Engineering Design</b>														
2A	Concept Plan Refinement and Illustrative Plan	4	16	16	24	80			4	8	16	10	178	100	\$ 17,942
2B	Preliminary (30%) Plan Development	2	16	24	48	24			14	16	16	20	164	250	\$ 17,234
3	<b>Environmental Review</b>														
3	Environmental Review												0		\$ -
4	<b>Final Plans/Specifications and Estimate</b>														
4	Final Plans/Specifications and Estimate	12	32	80	160	80			12	50	70	40	536		\$ 57,020
5	<b>Bidding and Construction Administration Support</b>														
5	Bidding and Construction Administration Support	28	160	204	256	244			48	150	150	10	168		\$ 18,069
	<b>Subtotal</b>	\$ 4,327.40	\$ 18,132.80	\$ 23,486.52	\$ 27,333.12	\$ 217,794.08	\$ 0	\$ 0	\$ 6,000.00	\$ 18,000.00	\$ 15,000.00	\$ 84	7,560.00	\$ 8,050	\$ 141,634
	<b>Total</b>														\$ 149,684
6	<b>Optional: Application to FHWA or CDOT for Experimentation</b>														
6	Optional: Application to FHWA or CDOT for Experimentation	8		24									32		\$ 4,000
7	<b>Optional: Education Campaign</b>														
7	Optional: Bicyway Education Campaign	8		24									32	250	\$ -
	<b>Optional Task Subtotal</b>	\$ 1,236.40	\$ 0	\$ 2,763.12	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0	\$ 250	\$ -
	<b>Optional Task Total</b>													\$ 250	\$ 4,250
	<b>Base Task and Optional Task Total</b>														\$ 153,933



May 26, 2022

## Prospect South Bicycle and Pedestrian Connectivity Study Appropriation












# Overview of Prospect South Engagement

## Goal

Engage stakeholders to understand community priorities for how the Prospect South Plan Area might become a more attractive and enjoyable place to gather, work, live, go to school, and do business.

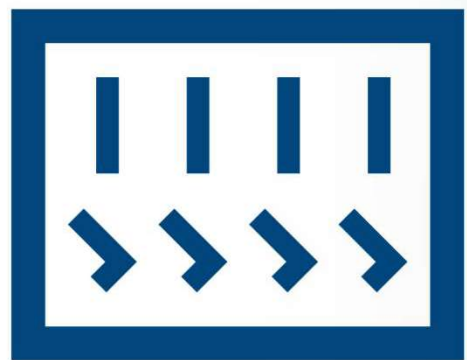
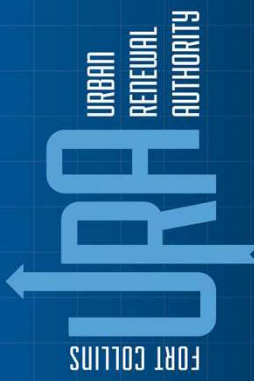


**URPA** URBAN RENEWAL AUTHORITY  
 FORT COLLINS  
 Community Engagement Activities

	2020			2021		
	Nov	Dec	Jan	Jan	Feb	Feb
Working Group Meetings	 (n=18)					
Community Forums			 (n=24)			
Community Questionnaire				 (n=60)		



# Community Identified Priorities



1. Westside Bicycle & Pedestrian Corridor
2. College Ave. Sidewalk & Crosswalk Improvements
3. Green Plaza and/or Outdoor Dining Area
4. Existing Small Business Preservation
5. Creekside Park Enhancements



# Conceptual Framework



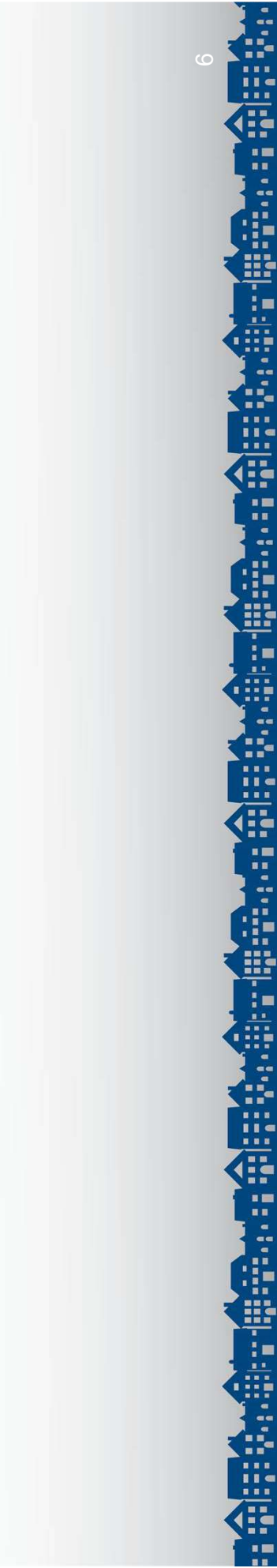
# Prospect South





# Study Overview

- Create 30% design document
  - Community engagement
  - Develop preferred design
  - Maintenance plan
  - Survey and easement work
- Will allow URA to estimate cost of building improvements

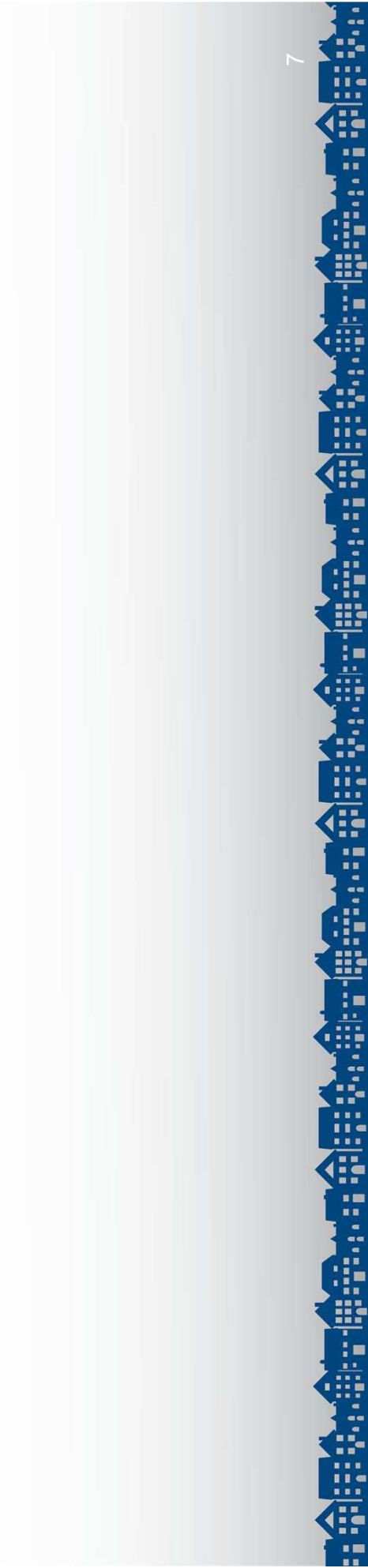






# Procurement Process

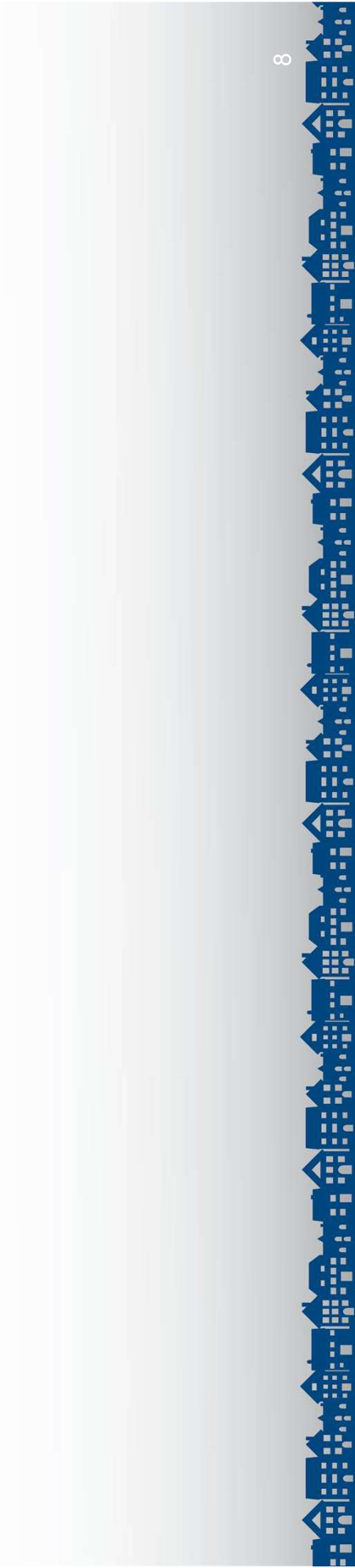
- Issue Request for Proposal (RFP)
  - Follows City's procurement policies
    - Required per URA's bylaws
- Must appropriate money prior to RFP issuance



# Appropriation Request



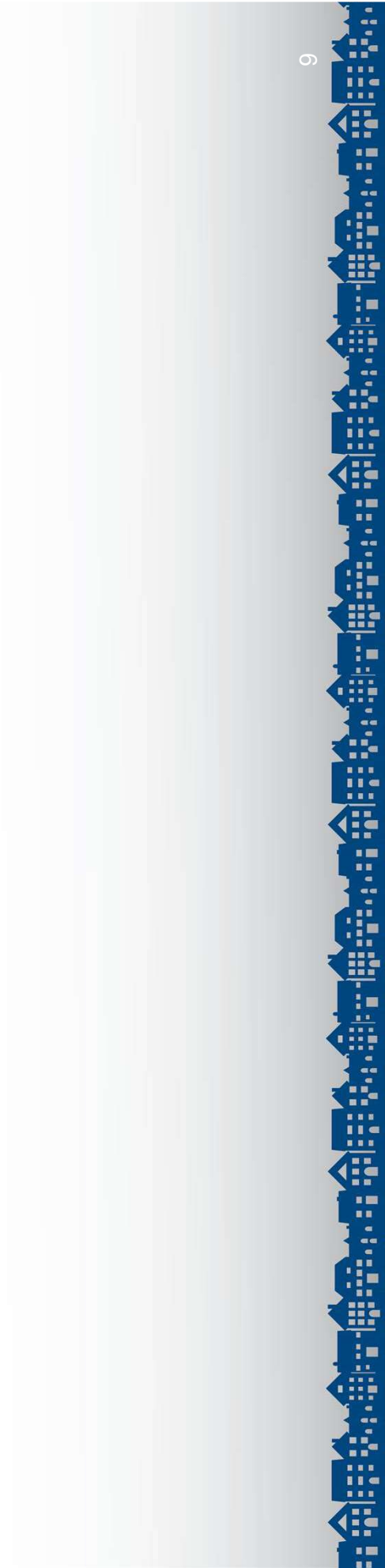
- **Seeking \$250,000**
  - Sufficient for project scope
    - Pitkin Corridor Design = \$154,000 in 2015
- Current cash on hand = \$865,767
  - Leaves \$600,00 for reserves and/or implementation





# Feedback From Finance Committee

- Support the appropriation
- Recommended bringing to URA Board for consideration





# Recommendation

**Staff recommends approval of the resolution**



RESOLUTION NO. 121  
OF THE BOARD OF COMMISSIONERS OF THE  
FORT COLLINS URBAN RENEWAL AUTHORITY  
APPROVING THE APPROPRIATION OF FUNDS FOR  
PROSPECT SOUTH BICYCLE AND PEDESTRIAN CONNECTIVITY STUDY

WHEREAS, the Fort Collins Urban Renewal Authority (the “Authority”) was established in 1982 under and in accordance with the Colorado Revised Statutes (“C.R.S.”) § 31-25-101, et seq. (the “Urban Renewal Law”); and

WHEREAS, the City Council of the City of Fort Collins, Colorado, by Resolution No. 2011-081, approved and adopted on September 6, 2011 the “Midtown Urban Renewal Plan” as an urban renewal plan under the Urban Renewal Law for the area described therein (the “Midtown Plan Area”); and

WHEREAS, from November 2020 to February 2021, Authority staff held a series of public workshops to define community priorities regarding potential infrastructure improvements to foster the creation of a complete and vibrant neighborhood and community hub in the Midtown Plan Area, and more particularly in the Prospect South District area designated therein; and

WHEREAS, in alignment with the purposes of the Midtown Urban Renewal Plan, the Commissioners of the Authority (the “Board”), by Resolution No. 2021-114, approved on March 25, 2021 the Community Investment Plan for Prospect South (“Community Investment Plan for Prospect South”); and

WHEREAS, the Community Investment Plan for Prospect South serves as an advisory document to guide how the Authority may utilize unpledged tax increment revenues associated with the Midtown Plan Area by identifying potential capital investments by timeframe and recommending methods for allocation of funds; and

WHEREAS, the top-ranking project identified in the Community Investment Plan for Prospect South was the Westside Bicycle & Pedestrian Corridor, specifically to enhance this walking and biking corridor through the center of the westside of the Midtown Plan Area, including creating a safe crossing over the Sherwood Lateral; and

WHEREAS, pursuant to the Authority’s Bylaws, the Authority follows the purchasing policies of the City of Fort Collins; and

WHEREAS, in order to issue a request for proposal for qualified contractors to complete the bicycle and pedestrian conditions report and develop a preferred design with preliminary engineering design (30% design) for the Westside Bicycle & Pedestrian Corridor (collectively, the “Study”), the Authority must appropriate funds for such contract; and

WHEREAS, Authority staff estimate that the total costs for the Study will be \$250,000, and have requested an appropriation of funds by the Authority; and

WHEREAS, at its May 12, 2022 meeting, the Authority Finance Committee reviewed this request and recommended approval by the Authority; and

WHEREAS, the Board of the Authority has determined that it is in the best interests of the Authority that the Community Investment Plan for Prospect South be implemented.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE FORT COLLINS URBAN RENEWAL AUTHORITY:

Section 1. The foregoing Recitals are incorporated herein by this reference.

Section 2. There is hereby appropriated for expenditure from the Authority's unappropriated and unencumbered fund balance of the Prospect South District the sum of TWO HUNDRED AND FIFTY-THOUSAND DOLLARS AND NO/100 (\$250,000) to be expended for the Study.

Section 3. The Board hereby authorizes Authority staff to prepare and issue the request for proposals for the Study and to enter into the contract with the most qualified contractor to complete the Study as long as it is within the appropriated funds amount.

Section 4. This Resolution shall be effective upon approval by the Authority.

Passed and adopted at a regular meeting of the Board of Commissioners of the City of Fort Collins Urban Renewal Authority this 26th day of May, A.D. 2022.

Chair \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Secretary