



City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: Staff Member/Dept:

Agenda Item:

Recommended Motion:

I approve Task Order 3A with Jacobs Engineering, an amendment to the Bike Network Planning project, and a budget adjustment in the amount of \$43,000.

Reasons for Recommendation:

- Task Order 3A is an amendment to Task Order 3 to continue the work on the Bike Network Planning project
- During the most recent check-in with the city council, direction was given to staff to increase the plan's focus on neighborhood connections. Specifically, the updated plan outlines the goal of ten-foot multi-use pathways on 2nd Ave from Serenade to River, Leadville from gem streets to River, Wood River Drive up to 2nd Avenue, and 6th Street from West Ketchum up to 2nd Ave. This task order will enable the concept design of these neighborhood connections with preliminary costing, preferred alignment and associated conflict points that must be addressed.
- Analyses of roads, Draft Downtown Bike Network Master Plan prepared for Council review, and public meetings will be conducted
- Final Draft Bike Network Master Plan will include a phasing plan, budgets and detailed budget and timeline for Phase 1 design and construction in Spring 2026, coordinated with sidewalk and roadway projects
- \$15,000 of remaining funds from Task Order 3 are available, therefore \$43,000 is necessary as a budget adjustment to fund Task Order 3A (\$58,000)

Sustainability Impact:

None OR state impact here: NONE

Financial Impact:

None OR Adequate funds exist in account:	Adequate funds exist in the CIP Fund Balance
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Attachments:

1. Task Order 3A

Task Order 3A
Supplemental Scope of Services
PLANNING AND DESIGN SERVICES
Bike Network Plan

This supplemental scope of services is for additional work on Task 3, Bike Network Plan.

Task Order Team:

Project Manager: Betsy Roberts

Transportation Planner: Daren Fluke

Design Engineer: Mateo Franzoia

Urban Design: GGLO – Mark Sindell / Josiah Brown

TASK 1. Project Management

Consultants will manage the project financials, schedule and subconsultant, engage the QC team and process, and provide proactive communication throughout the project so that changes are identified early.

The PM will provide monthly invoices with brief progress reports identifying

TASK 2. Detailed Road Geometry Study

Consultants will conduct an analysis of the following streets to determine if the existing ROW and/or street section will allow for the addition of on-street bike lanes and/or a multi-use path. The analysis will include field observations and measurements in addition to GIS analysis.

- Leadville Ave., River St. to Gem St.
- Gem St., Leadville Ave. to Main St./SH-75
- 2nd Ave., Main St./SH-75 to 6th St.
- Warm Springs Rd., Saddle Rd. to 6th St.

In addition, the consultants will analyze the street network west of the Wood River Trail/4th St. to determine the optimal wayfinding (signage and/or pavement markings) for bicycle connections to the proposed downtown bike network.

TASK 3. Draft Downtown Bike Network Master Plan

Consultants will refine the current draft of the proposed downtown bike network master plan and will prepare a draft for consideration by the City Council. We will incorporate changes or edits as directed by the council and will prepare a draft and final set of exhibits for a public meeting/workshop.

TASK 4. Final Downtown Bike Network Master Plan

Following the public meeting/workshop, the consultants will develop the Final Draft Bike Network Master Plan including a phasing plan for proposed projects, planning level budgets for each phase, and a detailed budget and timeline for Phase 1 design and construction in Spring 2026 to be coordinated with 2026 sidewalk and roadway projects.

ASSUMPTIONS

- Ketchum will provide a project PM as main point of contact.
- Jacobs will conduct internal bi-weekly team meetings; meetings with Ketchum will happen prior to events. Up to 4 client meetings are anticipated.
- One public meeting event and 2 virtual council meetings

DELIVERABLES

Project deliverables will include:

- Team meeting notes
- Draft and Final Plan in PDF format
- Public even exhibits (anticipate 1 map and up to 6 sections)
- Schedule will be developed with the Ketchum team

COMPENSATION:

Total Lump Sum: \$58,000

- **Jacobs: \$30,000**
- **GGLO: \$28,000**