

MEMO

TO: Public Works Commission
FROM: Andrew M. Beyer, P.E., Director of Public Works/City Engineer
DATE: May 9, 2024
RE: Public Works Commission Meeting of May 14, 2024

Agenda Item:

Review and take possible action: Bicycle and Pedestrian Network Master Plan Consultant Selection:

The City Engineering Division prepared and advertised a request for proposals (RFP) to study and develop a city-wide bicycle and pedestrian path network master plan. The purpose of the analysis is to identify and develop recommendations for new connections and connections to existing bicycle and pedestrian paths for utilitarian and recreational purposes such as schools, employment, shopping and parks destinations. A Transportation Alternatives Program (TAP) grant award of \$80,000 from the Wisconsin Department of Transportation (WisDOT) was obtained by the City of Watertown for this study.

The RFP was advertised to the WisDOT Roster of Engineering Firms and a few additional firms that the city has recently worked with. Proposals will be received after the time of this writing, on May 9th. The review team will rank received proposals using qualification-based selection once proposals are received. Proposal ranking results will also be presented to the Bicycle and Pedestrian Path Task Force on May 14th, who will recommend a firm to the Public Works Commission for approval. Results will be presented to the Public Works Commission on May 14th immediately after the Bike and Pedestrian Task Force meeting. The project will go before the Common Council via resolution pending approval at the Public Works Commission.

After approval of the selected consultant by Public Works Commission and Common Council, Engineering Division staff will work through the TAP Grant process with WisDOT staff and the consultant to obtain the appropriate approvals and a contract for the City and consultant to sign. The project is expected to start later in 2024, with an anticipated project end date of December 2025.

Attachments: Draft resolution