



CITY OF WILLARD AGENDA REPORT
Board of Aldermen Meeting

TO: BOARD OF ALDERMEN

FROM: PLANNING & DEVELOPMENT DIRECTOR

SUBJECT:

ATTACHMENTS: 0

First Reading: 03/24/2025
Bill No: 25-21

Second Reading: 04/14/2025
Ordinance No: 250324

AN ORDINANCE ALLOWING THE MAYOR TO ENTER INTO A CONTRACT WITH LANESHIFT FOR CONSULTING SERVICES

WHEREAS, the City is creating a master transportation plan; and

WHEREAS, the City budgeted for consultation services for said plan; and

WHEREAS, Laneshift was approved as an on-call consultant for active transportation;

NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, AS FOLLOWS:

Section 1: The Mayor of the City of Willard is hereby authorized to enter into a contract with Laneshift, for consulting services; the agreement is incorporated herein and set out in full.

Master Transportation Plan- City of Willard, MO

Laneshift Support Services

February 28, 2025

The City envisions leading the development of a Master Transportation Plan (MTP), which will include motorized vehicle transportation and active forms of transportation within the same plan. The plan will be developed in collaboration with two outside consulting firms. Firm A, an engineering company, will be providing consulting related to streets and roads, with Laneshift providing consulting on active transportation aspects.

Specifically, Laneshift has been asked to provide the following services in support of the MTP planning process:

- A. Facilitation support with the steering committee, which will determine the project purpose, guiding principles, and strategic objectives of the plan.
- B. Collaboration in developing the public engagement plan/process for the MTP.
- C. Facilitate and support the execution of the MTP public engagement process.
 - i. Support in the development of an online public survey
 - ii. On-site facilitation and team support at public input sessions
 - iii. Conducting interviews with community stakeholders and or focus groups
- D. Active Transportation network, prioritization, and recommendations:
 - a. Cost estimation, prioritization, and phasing for active transportation projects.
- E. GIS and data visualization in support of the MTP.
 - a. Development of digital maps in support of the MTP. Existing conditions and planned projects.
Note: The city will be responsible for providing geodatabases for all existing bikeways, trails, sidewalks and streets. These items will not be inventoried or gathered by Laneshift.
- F. Consultation related to design guidelines for active transportation infrastructure.
- G. Policy review and recommendations for possible amendments or revisions to the city's unified development ordinance and or development code. *Specific policy language will not be provided, and all code/ordinance language will be the responsibility of the city to develop and seek approval for.*

Total estimated cost: \$52,000 +/-

Additional Services:

The City may choose to engage Laneshift to assist in compiling materials, maps, and tables into a "Master Transportation Plan" document.

These services include the following:

- Graphic design of the Master Transportation Plan document
- Coordination with City and "Firm A" to gather all supporting materials and narrative
- Inclusion of maps and tables developed by City, Firm A, and Laneshift

What this does not include:

- Development of narrative, maps, tables, and graphics that are the responsibility of and produced by the City and Firm A. Laneshift will include graphics, tables, and narrative for Active transportation components; however, all other elements will be developed and supplied to Laneshift and will be included although not developed by Laneshift.

Total estimate for additional services: \$24,000



Exhibit "B"

Standard Hourly Rate Schedule
Effective January 1, 2025

Category	Hourly Rate	Category	Hourly Rate
ARCHITECTURE		LANDSCAPE ARCHITECTURE	
VICE PRESIDENT OF ARCHITECTURE	\$ 225	LANDSCAPE ARCHITECTURE MANAGER	\$ 190
DIRECTOR OF ARCHITECTURE	\$ 205	SR. LANDSCAPE ARCHITECT	\$ 170
SR. PROJECT MANAGER	\$ 175	PROJECT LANDSCAPE ARCHITECT	\$ 130
PROJECT MANAGER	\$ 165 SR.	LANDSCAPE DESIGNER II	\$ 110
PROJECT ARCHITECT	\$ 145	LANDSCAPE DESIGNER I	\$ 95
PROJECT ARCHITECT	\$ 135	LANDSCAPE DESIGN INTERN	\$ 85
INTERN ARCHITECT III	\$ 115	PLANNING	
INTERN ARCHITECT II	\$ 105	SR. PLANNING MANAGER	\$ 220
INTERN ARCHITECT I	\$ 95	PLANNING MANAGER	\$ 210 SR.
SR. DESIGNER	\$ 125	PLANNER	\$ 190 PROJECT
DESIGNER III	\$ 110	PLANNER	\$ 130 PLANNER III
DESIGNER II	\$ 90	\$ 120 PLANNER II
DESIGNER I	\$ 80	\$ 110
BIM COORDINATOR III	\$ 75	PLANNER I	\$ 100
BIM COORDINATOR II	\$ 60	SURVEYING	
BIM COORDINATOR I	\$ 50	SURVEYING PRINCIPAL	\$ 240
CIVIL ENGINEERING		SR. SURVEYING MANAGER	\$ 205
ENGINEERING PRINCIPAL	\$ 260	SURVEYING MANAGER	\$ 180 SR.
SR. ENGINEERING MANAGER	\$ 230	PROJECT SURVEYOR	\$ 160
ENGINEERING MANAGER	\$ 195 SR.	PROJECT SURVEYOR	\$ 140
PROJECT ENGINEER	\$ 170	SURVEYOR INTERN II	\$ 125
PROJECT ENGINEER	\$ 155	SURVEYOR INTERN I	\$ 110
ENGINEER INTERN III	\$ 140	SURVEY COORDINATOR	\$ 120
ENGINEER INTERN II	\$ 130	CREW CHIEF II	\$ 110
ENGINEER INTERN I	\$ 120 SR.	CREW CHIEF I	\$ 95
ENGINEERING DESIGNER	\$ 165	FIELD SURVEYOR III	\$ 85
ENGINEERING DESIGNER III	\$ 130	FIELD SURVEYOR II	\$ 75
ENGINEERING DESIGNER II	\$ 110	FIELD SURVEYOR I	\$ 65
ENGINEERING DESIGNER I	\$ 100	SURVEY CAD TECHNICIAN III	\$ 105
ENGINEERING CAD TECHNICIAN III	\$ 90	SURVEY CAD TECHNICIAN II	\$ 85
ENGINEERING CAD TECHNICIAN II	\$ 80	SURVEY CAD TECHNICIAN I	\$ 75
ENGINEERING CAD TECHNICIAN I	\$ 70	UAV SERVICES	
ENVIRONMENTAL		UAV TEAM LEAD	\$ 125
ENVIRONMENTAL MANAGER	\$ 210 SR.	UAV PILOT	\$ 85
ENVIRONMENTAL SCIENTIST	\$ 150	GEOGRAPHIC INFORMATION SYSTEMS	
PROJECT ENVIRONMENTAL SCIENTIST	\$ 120	SR. GIS MANAGER	\$ 175 GIS
ENVIRONMENTAL SCIENTIST II	\$ 100	MANAGER	\$ 140 GIS
ENVIRONMENTAL SCIENTIST I	\$ 80	ANALYST	\$ 105 GIS
ENVIRONMENTAL FIELD TECHNICIAN	\$ 65	TECHNICIAN II	\$ 80
INSPECTION		GIS TECHNICIAN I	\$ 55
SR. INSPECTOR	\$ 115	REIMBURSABLE EXPENSES	
INSPECTOR II	\$ 100	GPS Equipment	\$35/Hour
INSPECTOR I	\$ 80	Robotic Survey Equipment	\$20/Hour
ADMINISTRATIVE		LiDAR Scanning Equipment	\$35/Hour
ADMINISTRATIVE PRINCIPAL	\$ 225	UAV	\$1000/Unit
ADMINISTRATIVE MANAGER	\$ 170	Job Related Mileage	\$0.70/Mile
ADMINISTRATIVE IV	\$ 115	Per Diem for Out of Town Crews	Per GSA Allowable
ADMINISTRATIVE III	\$ 90	Airfare and other travel related expenses	At Cost
ADMINISTRATIVE II	\$ 70	Black and white 8.5"x11" Copies	\$0.15/sheet
ADMINISTRATIVE I	\$ 55	Color 8.5"x11" Copies	\$1.50/sheet
		Photo Paper Color Plan Sheet Copies	\$0.75/sq. ft.
		Reproducible Plan Copies (Vellum)	\$1.50/sq. ft.
		Reproducible Plan Copies (Bond)	\$0.35/sq. ft.
All rates are subject to change without notice.			

Section 2: This ordinance shall take effect and be in force from and after its passage and approval.

Read two times and passed at a meeting of the Board of Aldermen of the City of Willard, Missouri on the **14th day of April 2025.**

Approved as to Form: _____
Nate Dally, City Attorney

Approved By: _____
Troy Smith, Mayor

Attested By: _____
Rebecca Hansen, City Clerk