



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



LANESHIFT

Exhibit "B"

Standard Hourly Rate Schedule

Effective January 1, 2025

Category	Hourly Rate
ARCHITECTURE	
VICE PRESIDENT OF ARCHITECTURE	\$ 225
DIRECTOR OF ARCHITECTURE	\$ 205
SR. PROJECT MANAGER	\$ 175
PROJECT MANAGER	\$ 165 SR.
PROJECT ARCHITECT	\$ 145
PROJECT ARCHITECT	\$ 135
INTERN ARCHITECT III	\$ 115
INTERN ARCHITECT II	\$ 105
INTERN ARCHITECT I	\$ 95
SR. DESIGNER	\$ 125
DESIGNER III	\$ 110
DESIGNER II	\$ 90
DESIGNER I	\$ 80
BIM COORDINATOR III	\$ 75
BIM COORDINATOR II	\$ 60
BIM COORDINATOR I	\$ 50
CIVIL ENGINEERING	
ENGINEERING PRINCIPAL	\$ 260
SR. ENGINEERING MANAGER	\$ 230
ENGINEERING MANAGER	\$ 195 SR.
PROJECT ENGINEER	\$ 170
PROJECT ENGINEER	\$ 155
ENGINEER INTERN III	\$ 140
ENGINEER INTERN II	\$ 130
ENGINEER INTERN I	\$ 120 SR.
ENGINEERING DESIGNER	\$ 165
ENGINEERING DESIGNER III	\$ 130
ENGINEERING DESIGNER II	\$ 110
ENGINEERING DESIGNER I	\$ 100
ENGINEERING CAD TECHNICIAN III	\$ 90
ENGINEERING CAD TECHNICIAN II	\$ 80
ENGINEERING CAD TECHNICIAN I	\$ 70
ENVIRONMENTAL	
ENVIRONMENTAL MANAGER	\$ 210 SR.
ENVIRONMENTAL SCIENTIST	\$ 150
PROJECT ENVIRONMENTAL SCIENTIST	\$ 120
ENVIRONMENTAL SCIENTIST II	\$ 100
ENVIRONMENTAL SCIENTIST I	\$ 80
ENVIRONMENTAL FIELD TECHNICIAN	\$ 65
INSPECTION	
SR. INSPECTOR	\$ 115
INSPECTOR II	\$ 100
INSPECTOR I	\$ 80
ADMINISTRATIVE	
ADMINISTRATIVE PRINCIPAL	\$ 225
ADMINISTRATIVE MANAGER	\$ 170
ADMINISTRATIVE IV	\$ 115
ADMINISTRATIVE III	\$ 90
ADMINISTRATIVE II	\$ 70
ADMINISTRATIVE I	\$ 55

Category	Hourly Rate
LANDSCAPE ARCHITECTURE	
LANDSCAPE ARCHITECTURE MANAGER	\$ 190
SR. LANDSCAPE ARCHITECT	\$ 170
PROJECT LANDSCAPE ARCHITECT	\$ 130
LANDSCAPE DESIGNER II	\$ 110
LANDSCAPE DESIGNER I	\$ 95
LANDSCAPE DESIGN INTERN	\$ 85
PLANNING	
SR. PLANNING MANAGER	\$ 220
PLANNING MANAGER	\$ 210 SR.
PLANNER	\$ 190 PROJECT
PLANNER	\$ 130 PLANNER III
.....	\$ 120 PLANNER II
.....	\$ 110
PLANNER I	\$ 100
SURVEYING	
SURVEYING PRINCIPAL	\$ 240
SR. SURVEYING MANAGER	\$ 205
SURVEYING MANAGER	\$ 180 SR.
PROJECT SURVEYOR	\$ 160
PROJECT SURVEYOR	\$ 140
SURVEYOR INTERN II	\$ 125
SURVEYOR INTERN I	\$ 110
SURVEY COORDINATOR	\$ 120
CREW CHIEF II	\$ 110
CREW CHIEF I	\$ 95
FIELD SURVEYOR III	\$ 85
FIELD SURVEYOR II	\$ 75
FIELD SURVEYOR I	\$ 65
SURVEY CAD TECHNICIAN III	\$ 105
SURVEY CAD TECHNICIAN II	\$ 85
SURVEY CAD TECHNICIAN I	\$ 75
UAV SERVICES	
UAV TEAM LEAD	\$ 125
UAV PILOT	\$ 85
GEOGRAPHIC INFORMATION SYSTEMS	
SR. GIS MANAGER	\$ 175 GIS
MANAGER	\$ 140 GIS
ANALYST	\$ 105 GIS
TECHNICIAN II	\$ 80
GIS TECHNICIAN I	\$ 55
REIMBURSABLE EXPENSES	
GPS Equipment	\$35/Hour
Robotic Survey Equipment	\$20/Hour
LiDAR Scanning Equipment	\$35/Hour
UAV	\$1000/Unit
Job Related Mileage	\$0.70/Mile
Per Diem for Out of Town Crews	Per GSA Allowable
Airfare and other travel related expenses	At Cost
Black and white 8.5"x11" Copies	\$0.15/sheet
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