

## City Council – Action Request Form

**Date:** November 9, 2020

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**To:** Mayor, Mayor Pro Tempore and Members of the City Council

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**From:** Damon Dequenne, Assistant City Manager  
Toneq' McCullough, Director of Transportation

**Council Action Requested:**  
Resolution Authorizing the City Manager to Enter into an Agreement with Alta Planning + Design for the Safe Routes to School Non-Infrastructure Project

**Strategic Focus Area:** Quality Transportation

**Strategic Objective:** No

**Strategic Plan Action Item:** No

**Key Work Item:** No



**Summary of Information:**

In August 2019, City Council authorized the City Manager to enter into an agreement with NCDOT for Safe Routes to School (SRTS) Non-Infrastructure funds. The competitive grant award for \$251,100 is to be used to further develop a SRTS program within the city and Winston-Salem/Forsyth County School District to encourage families and students to bike and walk to school and improve the safety of those options. Non-Infrastructure funds cannot be used to construct physical improvements, such as sidewalks or trails. Rather, the funds must be used to create programs that aim to shift attitudes and social norms related to walking and cycling to school through education, encouragement, evaluation, and enforcement strategies.

City staff recently completed a competitive proposal process and recommends that the project be awarded to Alta Planning + Design, Inc. to implement the three-year project. See Exhibit B for the detailed score sheet for this service.

The attached Resolution authorizes the City Manager to enter into an agreement with the Alta Planning + Design, Inc., whereby NCDOT will reimburse the City for all eligible project expenses, up to \$200,880. The City's local match of \$50,220 is available from the Bike/Pedestrian Projects Fund.

M/WBE comment: This bid was posted on the City's and State's purchasing websites, the state HUB website, and notifications were sent to all local M/WBE and area HUB businesses on a weekly basis. See Exhibit A for a complete list of businesses notified and the workforce demographics form for Alta Planning + Design, Inc.

**Committee Action:**

<b>Committee</b>	Finance 11/9/2020 Public Works 11/10/2020	<b>Action</b>	Approval
<b>For</b>	Unanimous	<b>Against</b>	

**Remarks:**