



Office of the
City Manager

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Memorandum

TO: Lee D. Garrity, City Manager
FROM: Gregory M. Turner, Assistant City Manager
DATE: June 14, 2017
SUBJECT: Update on the Bicycle Master Planning Study

This memo is in response to Council Member questions about the Bicycle Master Planning Study schedule and deliverables.

City Council is being asked to consider approving the contract to AECOM to provide professional services to develop a Bicycle Master Plan. The contract is scheduled to take 12 months to complete.

The scope of Services includes the following:

- Project Management including monthly project meetings
- Public Involvement including five (5) Steering Committee Meetings, two (2) Public Meetings, Small Group Meetings and other Pop-up events
- Review of Existing and Planned Bicycle Facility Network Analysis and Recommendations
- Review of Bicycle Parking Analysis including a complete inventory of existing facilities and a review of usage studies with user input
- Providing Innovative Programmatic Recommendations
- Providing suggested Implementation, Funding, and Phasing
- Development of a Bicycle Map

The final deliverable will be a Bicycle Master Plan including:

- Parking Analysis and Recommendations Report,
- Report on Innovative Programmatic Recommendations,
- Ranking of Bicycle Projects, and
- Bicycle Map

If approved, city DOT staff and AECOM will develop a final project schedule which will include major milestones. The project schedule can be provided once developed.