



**CITY OF NOVI CITY COUNCIL  
NOVEMBER 14, 2022**

**SUBJECT:** Approval to award a contract for professional services to The Greenway Collaborative, Inc., for an update to the Non-Motorized Master Plan in an amount not to exceed \$89,174, subject to final review and approval as to form, including any minor changes required, by the City Manager and City Attorney's Office and amend the budget.

**SUBMITTING DEPARTMENT:** Community Development, Planning

<b>EXPENDITURE REQUIRED</b>	\$ 89,174
<b>AMOUNT BUDGETED</b>	\$ 38,640
<b>APPROPRIATION REQUIRED</b>	\$ 50,534
<b>LINE ITEM NUMBER</b>	101-807.00-816.003

The City of Novi has had a long-standing interest in providing an interconnected and comprehensive system of pathways, sidewalks and trails to connect neighborhoods with destinations throughout the City and the region. **On February 28, 2011, the Novi City Council adopted the Non-Motorized Master Plan, which has been used extensively in future sidewalk and pathway planning and providing guidance on locations for non-motorized crossings and regional trail locations.** Each year, the City's Walkable Novi Committee reviews the progress that has been made in meeting the recommendations of the plan and reviewing pathways and sidewalks that have been constructed over time. The Annual Non-Motorized Prioritization Update reports provide valuable guidance in ranking the needed improvements, and for use in the City's Capital Improvement Programming and budgeting process. Given the significant progress the City has made in completing sidewalks, pathways and trails, along with improvements that have been included in new developments over time, the City determined that the Non-Motorized Plan should be reviewed for updates, especially to the guidelines and recommendations.

An RFP (Request for Proposals) was prepared to solicit qualified consulting firms to submit a proposal to assist the City with the preparation of a comprehensive update to the 2011 City of Novi Non-Motorized Plan. The City received proposals from three firms. The proposals were evaluated by 5 staff members from Community Development, Parks

Recreation and Cultural Services, and the Department of Public Services utilizing a Qualified Based Selection (QBS) process. The QBS process evaluated each firm's proposal based on the following set of criteria:

1. Proposed schedule and flexibility to allow for changes. Ability to accomplish tasks in professional, thorough, and timely manner.
2. Proposed staff and relevant experience with similar projects of this nature.
3. Evaluation of the firm's understanding of the project.
4. Means of data collection and public outreach, and
5. Analysis of subjective statements applicable to the project as required on the RFP.

The following chart summarizes the QBS results for the three firms.

Firm	QBS Points	Proposal Rank
Giffels Webster	1207.5	2
Spalding DeDecker	565	3
The Greenway Collaborative	1227.5	1

Due to the close ranking of two of the proposals, The Greenway Collaborative and Giffels Webster, staff decided to invite representatives representing those two proposals to come into the office for interviews. Members of both consultant teams and engineering subconsultant teams were able to attend the interviews. Staff took the opportunity to ask specific questions about the relevant experience of people conducting the work, the proposed methodology for the update, public engagement, potential for integration with the Master Plan for Land Use, and the expected final products of each team.

Based upon the reviews and overall proposals, and in-person interviews, staff recommends the selection of **The Greenway Collaborative, working in conjunction with engineers from Fishbeck as provided in their proposal**. Please see the attached for the complete proposal, which has been edited slightly from the initial proposal to adjust the timeframe and to increase number of meetings with the Walkable Novi Committee.

The Greenway Collaborative specializes in non-motorized plans and has nearly 30 years of experience focused on plans for people who walk, bike, take transit and drive. As avid trail users themselves, the principal planners bring a real-world perspective to their work. Greenway demonstrated they have fresh ideas for Novi's plan update, with a focus on engaging the community throughout the process. Fishbeck, the engineering subconsultant, also exhibited experience in plans regarding walkability, trail connectivity, and multimodal transportation while providing additional expertise in traffic engineering.

The Greenway Collaborative prepared the 2011 Non-Motorized Plan for the City of Novi, which the Walkable Novi Committee and the City Council have worked to implement over the past 11 years through improvements to sidewalks, pathways, boardwalks, signage, and many other aspects of connecting and improving our pedestrian and biking system. The Greenway Collaborative's proposal notes the request to focus on

brevity in the final document and the City's frequent use of the Executive Summary and Overview Map to share the wants and needs of the City. For public engagement, the plan proposes a series of sessions to get perspectives from a more representational sample of the community, with the use of "meeting toolkits" that can be used by staff or citizen groups to reach a wider audience. The proposal understands the ease of access and greater participation involved in virtual engagement with the public, including a dedicated webpage in the proposal to ensure that the process and information that is collected is available throughout the process and is easily accessible online.

**RECOMMENDED ACTION:**

Approval to award a contract for professional services to The Greenway Collaborative, Inc., for an update to the Non-Motorized Master Plan in an amount not to exceed \$89,174, subject to final review and approval as to form, including any minor changes required, by the City Manager and City Attorney's Office and amend the budget.

## **CONTRACT FOR PROFESSIONAL SERVICES**

**THIS CONTRACT FOR PROFESSIONAL SERVICES** ("Contract"), shall be considered as made and entered into as of the date of the last signature ("Effective Date"), and is between the City of Novi, a Michigan municipal corporation, whose address is 45175 Ten Mile, Novi, Michigan 48375, (hereinafter referred to as "Client"), and The Greenway Collaborative, Inc. whose address is 102 Nickels Arcade, Ann Arbor, MI 48104, (hereinafter referred to as "Consultant").

### **THE CLIENT AND CONSULTANT AGREE AS FOLLOWS:**

#### **Article I. Statement and Performance of Work.**

For payment by the Client as provided under this Contract, Consultant shall perform the work, duties and responsibilities described on and in Schedule A (the "work"), which is attached hereto and made a part of this Contract by this reference, in a competent, accurate, efficient, timely, good, professional, thorough, complete and responsible manner, and in compliance with the terms and conditions set forth below.

#### **Article II. Timing of Performance.**

Performance of this Contract shall commence immediately upon execution by both parties, and performance of the work shall be completed according to the timing set forth as part of Schedule A. The timing for performance of any such work may be extended for additional specified periods of time, if allowed in writing by the Client in its sole discretion.

#### **Article III. Contract Price and Payment.**

- A. Subject to the terms and conditions of this Contract, the Client agrees to pay Consultant in the amount, manner, and according to the timing for making such payments set forth in Schedule A (referred to in this Contract as "payments"). Such payments are in exchange for and consideration of the timely and satisfactory performance and completion of the work required under and pursuant to this Contract.
- B. The Client agrees to pay Consultant amounts due within thirty (30) days of receipt of an itemized billing/invoice from Consultant detailing all work performed and provided in connection with the billing and the hours and charges applicable to each such item of work. Such itemized billings shall be submitted and shall be paid only upon satisfactory completion of the work itemized in the billing.
- C. All costs and expenses incurred by Consultant in the course of performing the work under this Contract are deemed to be included in the hourly fees and amounts set forth in Schedule A, unless specifically identified in Schedule A as reimbursable expenses and such expenses have been approved by the Client or its designee.

- D. Consultant will obtain written approval of the Client prior to proceeding with any services or work that is not stated on Schedule A; otherwise the Client will not be billed for such extra/additional services or work.
- E. Payments shall be made upon verification of invoices received by the Client. All payments to Consultant shall be submitted by mail at Consultant's address first listed above, unless Consultant provides written notice of a change in the address to which such payments are to be sent.

**Article IV: Termination.**

- A. This Contract, including any extension or amendment of this Contract, may be terminated at any time, with or without cause, by either party upon thirty (30) calendar days' written notice to the other party. In such event, the effective date of such termination shall be the 30<sup>th</sup> calendar day following the date of the written notice of such termination.
- B. In the event this Contract is terminated prior to completion of the work, the Client shall not be responsible to make any further payments for work performed after the effective date of such termination, and shall pay Consultant for such work as has been completed and is eligible for payment under the terms of this Contract through the date of such termination. In all events, the Client shall only be responsible to make the payments described in the preceding sentence if, at the Client's request, Consultant continues to fully perform its duties and obligations in full compliance with the terms of this Contract through the effective date of the termination. Additionally, termination shall not relieve Consultant of its obligation to provide Client with all of the plans and product generated under this Contract through the effective date of termination. Articles V, VI, VII and VIII of this Contract shall survive completion of the work and any termination of this Contract.
- C. Prior to the effective date of any termination or prior to the completion of the work (including any extension of the timing for completion), whichever is the first to occur, Consultant shall deliver to the Client all reports, opinions, compilations, research work, studies, data, materials, artifacts, samples, documents, plans, drawings, specifications, correspondence, ledgers, permits, applications, manuals, contracts, accountings, schedules, maps, logs, invoices, billings, photographs, videotapes and other materials in its possession or control that is gathered or generated in the course of performing the work or that relates to the work in any way; provided that Consultant may retain a copy of such materials for its files. The Client shall be permitted to withhold any payments and reimbursements otherwise owing to Consultant under the terms of this Contract until all such materials are delivered to the Client in accordance with the terms and conditions of this Contract.

**Article V: Independent Contractor Relationship.**

- A. In the performance of this Contract, the relationship of Consultant to the Client shall be that of an independent contractor and not that of an employee or agent of

Client. Consultant is and shall perform under this Contract as an independent contractor, and no liability or responsibility with respect to benefits of any kind, including without limitation, medical benefits, worker's compensation, pension rights, or other rights or liabilities arising out of or related to a contract for hire or employer/employee relationship shall arise or accrue to either party as a result of the performance of this Contract.

- B. Consultant, as an independent contractor, is not authorized to enter into or sign any agreements on behalf of the Client or to make any representations to third parties that are binding upon the Client. Although Consultant is required under this Contract to advise, make recommendations to and to a limited extent represent the Client, all plans, studies, applications, submittals, surveys, reports and any other information relating to the work must be submitted to and approved by the Client or the Client's authorized official prior to being disseminated to any third party and shall only be so disseminated if such dissemination is approved in advance by the Client or an authorized Client official.
- C. Consultant represents that it will dedicate sufficient resources and provide all necessary personnel required to perform the work described in Schedule A in accordance with the terms and conditions of this Contract. Except as may be specifically stated and agreed to in Schedule A, Consultant shall perform all of the work under this Contract and no other person or entity shall be assigned or sub-contracted to perform the work, or any part thereof, unless approved by the Client in advance.

**Article VI:            Liability and Insurance.**

- A. Consultant agrees to indemnify and hold harmless the Client, its elected and appointed officials and employees, from and against any and all claims, demands, suits, losses and settlements, including actual attorney fees incurred and all costs connected therewith, for any damages which may be asserted, claimed or recovered against the Client by reason of (i) personal injury, death and/or property damages which arises out of or is in any way connected or associated with the actions or inactions of Consultant in performing or failing to perform the work, or (ii) civil damages which arise out of any dispute between Consultant and its subcontractors, affiliates, employees or other private third parties in connection with this Contract.
- B. Consultant shall provide evidence of adequate insurance coverage in the types and amounts set forth on Schedule B, which is attached hereto and incorporated herein by this reference. Such insurance shall be maintained at the specified level of coverage throughout the term of this Contract, including any extension of such term, and will cover all work, acts and omissions by and on behalf of Consultant in connection with this Contract, with the Client as named additional insureds, but with such coverage being primary and non-contributory as described in the attached Schedule B. Consultant shall give the Client immediate notice of any change in or cancellation of the coverage in place at the time this agreement is executed, shall provide a copy of any cancellation notice received from its insurer to the Client, and

shall request that its insurer send such notice of cancellation to the Client. Consultant shall provide evidence of insurance coverage as set forth herein coverage at any time requested by the Client.

**Article VII: Information.**

It is expressly acknowledged and agreed that all reports, opinions, compilations, research work, studies, data, materials, artifacts, samples, documents, plans, drawings, specifications, correspondence, ledgers, permits, manuals, applications, contracts, accountings, schedules, maps, logs, invoices, billings, photographs, videotapes and all other materials generated by and/or coming into the possession of Consultant during the term of this Contract, and any extension thereof, that in any way relate to the performance of work by Consultant under this Contract or that are otherwise related or relevant to the work, belong exclusively to the Client and shall be promptly delivered to the Client upon the termination of this Contract or, at any time, upon the Client's request.

**Article VIII: Accuracy.**

Consultant promises that the information it provides in the work to be performed under this Contract will be accurate, excepting only inaccuracies resulting from incorrect information provided by the Client, other consultants, and/or other public sources. Consultant will not charge Client for necessary corrections to its work and will be responsible for any increased cost incurred by the Client as a result of any inaccuracies in the work, excepting inaccuracies resulting from incorrect information provided by the Client other consultants and/or other public sources.

**Article IX: General Provisions.**

- A. Entire Agreement. This instrument, together with the attached Schedules, contains the entire Contract between the Client and Consultant. No verbal agreement, conversation, or representation by or between any officer, agent, or employee of the parties hereto, either before or after the execution of this Contract, shall affect or modify any of the terms or obligations herein contained.
- B. Compliance with Laws. This Contract and all of Consultant's work and practices shall be subject to all applicable state, federal and local laws, ordinances, rules or regulations, including without limitation, those which apply because Client is a public governmental agency or body. Consultant represents that it is in compliance with all such laws and eligible and qualified to enter into this Contract.
- C. Governing Law. This Contract shall be governed by the laws of the State of Michigan.
- D. Assignment. Consultant shall not assign this Contract or any part thereof without the written consent of the Client. This Contract shall be binding on the parties, their successors, assigns and legal representatives.
- E. Third Parties. It is the intention of the parties hereto that this Agreement is not made for the benefit of any private third party. It is acknowledged that Client may receive

a portion of the funding for the payments under this Contract from one or more private sources, and it is understood by Consultant that it is hired by Client to work exclusively for Client and Consultant agrees that no private party or parties will be allowed to hold sway or influence, in any way, over Consultant's performance of the work.

- F. Notices. Written notices under this Contract shall be given to the parties at their addresses contained in this Contract by personal or registered mail delivery to the attention of the following persons:

Client: City Manager Peter E. Auger and City Clerk Cortney Hanson  
Consultant: Norman Cox, President

- G. Changes. Any changes in the provisions of this Contract must be in writing and signed by the Client and Consultant.

- H. Waivers. No waiver of any term or condition of this Contract shall be binding and effective unless in writing and signed by all parties, with any such waiver being limited to that circumstance only and not applicable to subsequent actions or events.

- I. Jurisdiction and Venue of Contract. This Contract shall be considered for all purposes, including the establishment of jurisdiction and venue in any court action between the parties, as having been entered into and consummated in the City of Novi, Oakland County, Michigan.

- J. Conflict. In the event of any conflict or inconsistency between the above provisions of this Contract and either or both of the attached Schedules, the provisions in the above text shall govern.

- K. Anti-Discrimination. The Contractor shall not discriminate against any employee, or applicant for employment because of religion, race, color, national origin, age, sex, height, weight, handicap, ancestry, place of birth, sexual preference or marital status. The Contractor further covenants that it will comply with the Civil Rights Act of 1973, as amended; and the Michigan Civil Rights Act of 1976 (78. Stat. 252 and 1976 PA 453) and will require a similar covenant on the part of any consultant or subcontractor employed in the performance of this contract.



**IN WITNESS WHEREOF**, the Client and the Consultant have executed this Contract in Oakland County, Michigan, as of the date first listed above.

WITNESS AND DATES  
OF SIGNATURES:

CITY OF NOVI

\_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
By: Robert J. Gatt  
Its: Mayor

\_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
By: Cortney Hanson  
Its: Clerk

WITNESS AND DATES  
OF SIGNATURES:

The Greenway Collaborative Inc.

  
\_\_\_\_\_

  
\_\_\_\_\_

By: Norman Cox  
Its: President

Date: November 7, 2022

**SCHEDULE A**  
**SCOPE OF WORK**

# SCOPE OF WORK

The scope of work has been divided into five major phases and includes all the elements in the RFP:

- 1** Existing System and Plan Evaluation
- 2** Issues, Opportunities, and Goals
- 3** Preliminary Plans
- 4** Community Feedback and Priorities
- 5** Plan Refinement and Implementation Strategy

For each phase, the key sub-tasks are listed.

# 1 EXISTING SYSTEM AND PLAN EVALUATION

The purpose of this phase is to understand what elements have changed since 2011. This includes an update of existing conditions, current mobility patterns, planned projects, and current deficiencies and opportunities.

## 1a. Project Initiation

- **Start-up meeting with City Staff** to gather base information and existing plans; evaluate the existing nonmotorized plan; identify project goals and objectives; refine the public engagement plan; and set up meeting dates for the entire project.
- **Geographic information system setup** and update our GIS database to incorporate the latest information available from the region, county, and city incorporating the datasets used to rank sidewalk and nonmotorized improvements as well as segment identifiers.
- **Establish project website**, WalkBike.Info/Novi, that will serve as an information sharing portal for the project.

## 1b. Land Use, Travel Patterns, and Safety Assessment

- **Update analysis of traffic generators and mobility patterns** including key destinations, population densities, Strava data, and existing and proposed land uses that help identify relative demand for pedestrian, bicycle, micromobility, and transit connections. We will use SEMCOG's demand maps for a base and then consider additional factors not accounted for in their analysis.
- **Evaluation of community demographics** to identify populations most likely to rely on public transportation, walking, and bicycling as their primary modes of travel. We will use SEMCOG's Concentrations of Equity Populations Map as a base and then factor in additional census information.
- **Inventory of existing facilities and proposed improvements** in the city as well as the surrounding areas with a focus on regional trail connections.
- **Analysis of pedestrian and bicycle crashes** that looks beyond the obvious to identify the underlying causes of the crashes and crash patterns including analysis of the economic and comprehensive costs of pedestrian and bicycle crashes. We will use SEMCOG's crash data and Michigan Traffic Crash Facts.

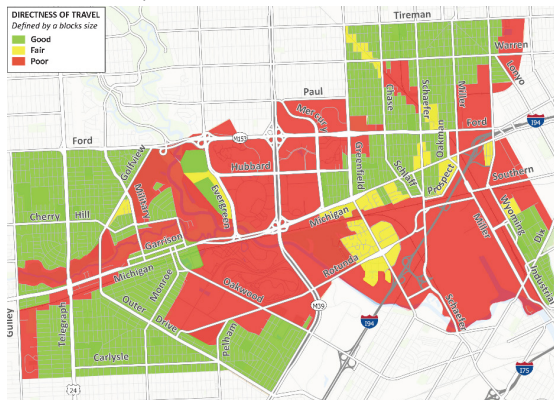
## 1c. System Analysis

- **Corridor evaluations** using the corridor classifications from the 2011 as a starting point, evaluate the existing and proposed road configurations to see if the classifications still make sense and evaluate how well they serve their intended purpose when compared to the Land Use, Travel Patterns, and Safety Assessment elements from task 1b. Evaluate how the corridor classifications may be modified or changed to incorporate future transit needs, incorporate infrastructure related to connected and autonomous vehicles, and changing demands of the curb zone. Identify corridor safety deficiencies, network gaps, and relative demand.
- **Neighborhood connector and off-road trail** evaluations using the 2011 plan as a starting point, identify progress and issues related to the implementation of the plans, critical gaps in the system, and relative demand of planned segments.
- **Policy, program, and metric evaluations** determine progress on the proposed policies, programs, and metrics included in the 2011 plan, identify successes, issues, areas for improvement, and potential new areas to address.

## Deliverables:

- Start-up Meeting with Client/Project Manager
- Walkable Novi Committee Meeting
- Inventory and Analysis Report
- Project Website
- Meeting with Technical Advisory Committee

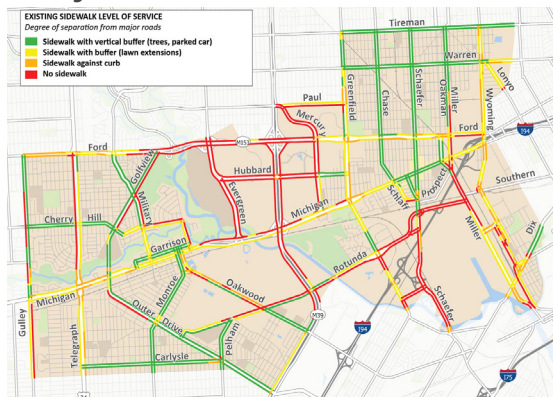
### Block size analysis



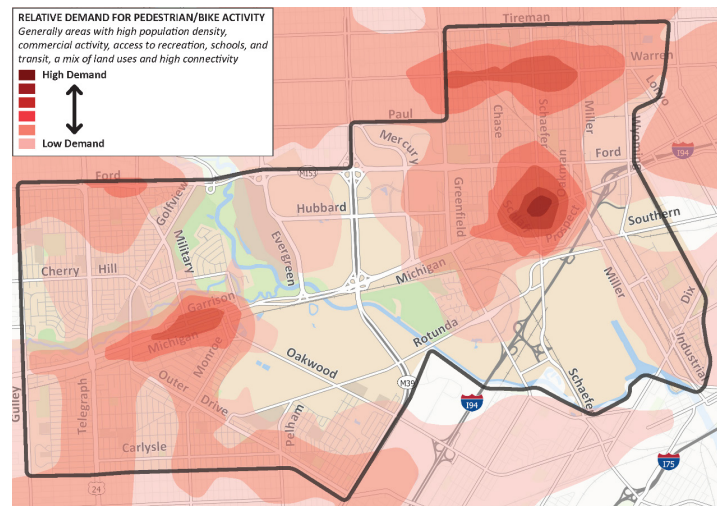
### Recommended Crosswalk Types of Existing Roadways



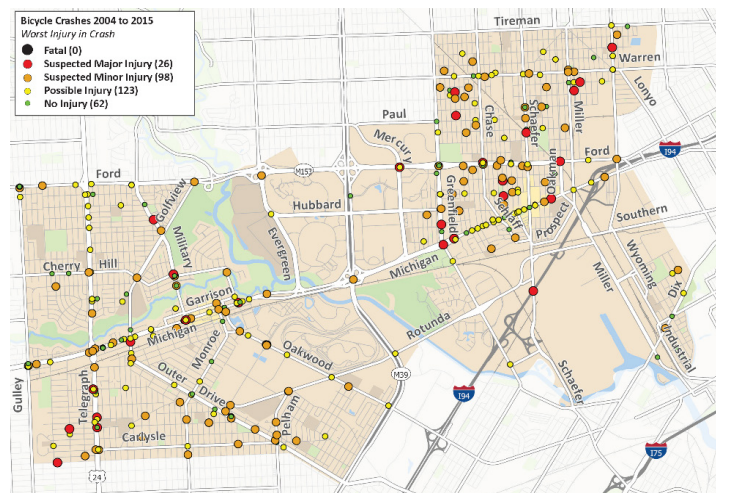
### Existing Sidewalk Level of Service



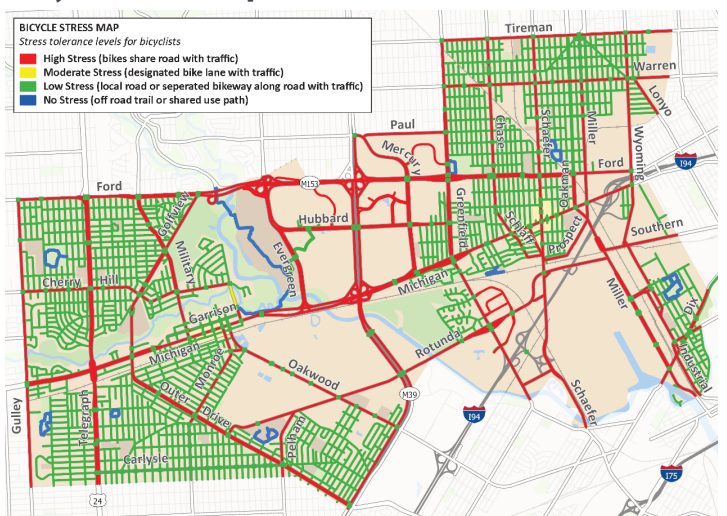
## Demand for Ped/Bike Activity



## Bicycle Crashes



## Bicycle Stress Map



## 2 ISSUES, OPPORTUNITIES, AND GOALS

The purpose of this task is to tap into the wealth of knowledge and ideas that residents, community organizations, and businesses have regarding issues that should be addressed and gather ideas for desired improvements.

### 2a. Input Maps, Surveys, and Promotion

- **Prepare matching paper and web-based surveys** to evaluate the current nonmotorized system and identify what elements need to be updated in the new plan.
- **Prepare web-based input maps** where people can provide specific place-based feedback and identify new facilities that they would like to see.
- **Prepare social media kits** to be used by the city, partner organizations, news outlets and the social media connections of the Walkable Novi Committee to promote opportunities for public input.

### Deliverables:

- Paper Survey and Input Map
- Digital Survey (using Survey Monkey) and Crowdsourcing Map (using Community Remarks)
- Social Media Kit
- Four Focus Group Meetings
- Summary Infographic
- Public Engagement Data
- Meeting with Technical Advisory Committee

### 2b. Input Events

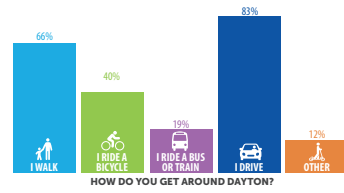
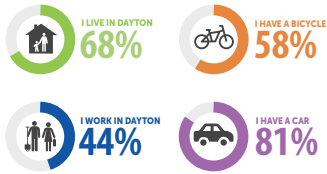
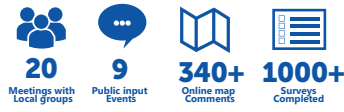
- **Focus group meetings** - four hour-long discussions with stakeholders will be conducted via web or in-person meetings. Each meeting will focus on a different theme. Preliminary focus group themes are: Health, Regional Connections, Business Community and Walking/Biking/ Micromobility. The themes and composition of the stakeholders for these meetings will be determined in conjunction with City Staff. The meetings will include a project overview, a workshop exercise to gather input, and information on promoting the online survey and map. Invitations would be sent directly to key stakeholders and the public would be welcome to attend. If an existing organization provides the same perspective, we will explore being a part of their existing meeting rather than convening a special focus group.
- **Meeting toolkits** - city staff and the Walkable Novi Committee will be provided with a meeting kit that may be used with additional groups if desired. The kit would include paper surveys, input map, handouts with QR codes and links to online input, and a PowerPoint presentation.

### 2c. Input Summary

- **Input infographic** - a one- or two-page summary graphic will summarize the key findings of the input. This will be shared with all the participants in the public engagement that shared their email.
- **Public engagement data** - documentation, and data of all the input received. This will include a PDF summary of survey data, survey data in a spreadsheet, and KML and spreadsheet data of crowdsourcing map input.

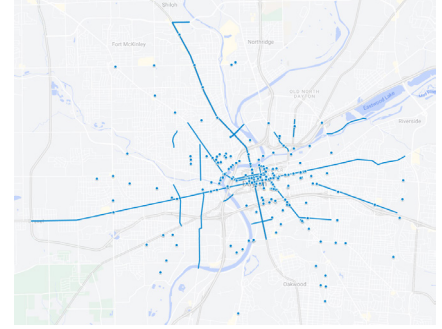
# DAYTON

## Active Transportation Plan



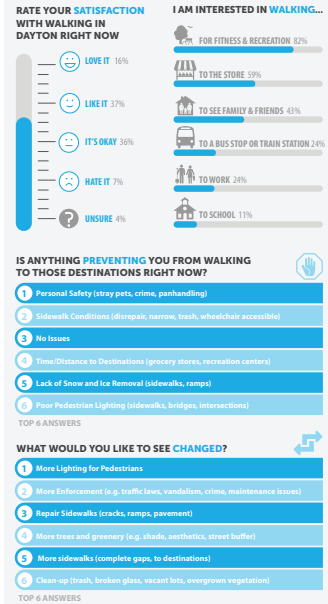
## Specific Places

A crowdsourcing map was used to collect over **350 comments** on specific places. Input was fairly **centralized** with more comments in **higher density areas**. The input data is very specific to individual places and should be reference as specific area and corridor plans are developed. Many of the comments **reflect the survey**, with concerns about safer walking/bicycling facilities and maintenance issues.



Crowdsourcing Map Link: [https://www.google.com/maps/d/u/0/edit?mid=1MyMCepp\\_luRTTHu1n3vju9nwd0lPbnc&usp=sharing](https://www.google.com/maps/d/u/0/edit?mid=1MyMCepp_luRTTHu1n3vju9nwd0lPbnc&usp=sharing)

## People Walking... running, in a wheelchair, pushing stroller, etc.



## People Riding... bike, scooter, skate, etc.



SURVEY AND ANALYSIS PREPARED BY THE GREENWAY COLLABORATIVE, INC.

## Other Observations:

**RETIRED**  
Health is a top issue preventing people from walking

**USE A MOBILITY AID**  
Higher % of respondents that Ride the bus or train 49% vs 19%

Lower % of respondents that:  
Have a car 47% vs 82%  
Have a bike 32% vs 58%  
Drive a car 45% vs 83%  
Ride a bike 14% vs 40%

Health is a top issue preventing people from walking

**ENGLISH IS A 2ND LANGUAGE**  
Higher % of respondents that Ride the bus or train 31% vs 19%

Lower % of respondents that:  
Have a car 47% vs 82%  
Have a bike 33% vs 58%  
Drive a car 49% vs 83%  
Ride a bike 28% vs 40%  
Walk 40% vs 60%

Higher rate of satisfaction with riding a bicycle

### AFRICAN AMERICAN OR BLACK

Lower % of respondents that:  
Have a car 75% vs 82%  
Have a bike 40% vs 58%  
Ride a bike 16% vs 40%  
Walk 48% vs 65%

Traffic and missing sidewalks are top issues preventing people from walking

### WEST DAYTON (ZIP CODE 45417)

This area has a large African American population and has fewer bicycle and pedestrian facilities

Lower % of respondents that:  
Have a car 72% vs 82%  
Have a bike 33% vs 58%  
Ride a bike 14% vs 40%  
Walk 44% vs 64%

Lower rate of satisfaction with walking  
Health is a top issue preventing people from walking

### UNDER THE AGE OF 16

Higher % of respondents that:  
Have a bike 69% vs 58%



# 3 PRELIMINARY PLANS

Preliminary recommendations will be guided by the public engagement combined with the inventory and analysis. The preliminary plan will be very graphic with annotated illustrations of the types of improvements that are proposed. The preliminary plan will be in the format of large display boards and a presentation. The preliminary plan will reference the public engagement that led to the proposals.

## 3a. Nonmotorized Network

- **Network vision** that will show road corridors by classification, neighborhood connections, and the off-road trail network. This will include key connections to regional trails and destinations in adjacent communities.
- **Implementation framework** that will show CIP integration opportunities and a data-driven process to prioritize nonmotorized road corridor improvements and off-road trail segments that may be used in the city's yearly sidewalk and trail ranking.

## 3c. Corridor Concepts and Implementation Tools

- **Annotated nonmotorized corridor concept plans** will be prepared that correspond with the nonmotorized network vision. These plans will illustrate how all of the various updated design guidelines should be applied to specific corridor and land use scenarios found in Novi, including how future transit, autonomous and connected vehicles, multi-modal hubs, changing demands on the curb zone, and green infrastructure elements can be incorporated. These plans will be a significant expansion in detail than the corridor concept plans in the existing nonmotorized plan.
- **Complete streets implementation tool** that works in tandem with the Annotated Nonmotorized Corridor Concept Plans. This will include a checklist that can be used to evaluate corridor improvements to make sure the goals and objectives are being achieved.

## 3b. Policy, Program, and Evaluation Recommendations

- **Recommend public policies** based on best practices that the City and County should incorporate in the near term.
- **Recommended promotional programs** and partnerships to encourage safe and active transportation.
- **Recommended evaluation approaches** to track progress and guide future improvements including a nonmotorized community dashboard tool to continually monitor progress.

## Deliverables:

- Preliminary Plan Large Format Display Boards
- Preliminary Plan Presentation
- Updated Website
- Meeting with Technical Advisory Committee
- Walkable Novi Committee Meeting

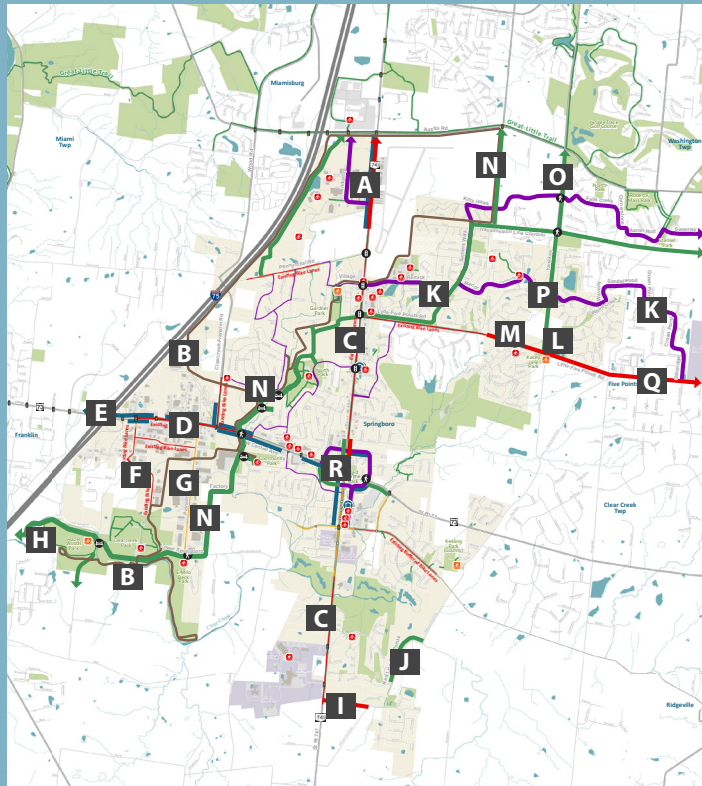




### Family Friendly Bike Routes

- 1 Sidewalk
- 2 Separated Bike Lane
- 3 Lighting roadway and sidewalk/bike lane
- 4 Narrow two-lane roadway
- 5 Planted lawn extension with rain garden

## Nonmotorized Network Map



### Bikeways

- Existing Planned
- Bike Lanes
- N/A Paved Shoulder
- N/A Shared Lane Marking
- Signed Bike Route

### Pathways + Trails

- Existing Planned
- Paved Shared-use Path
- Unpaved Trail
- Sidewalk

### Places

- Parks
- Schools
- Water
- City Boundary
- Buildings
- Parking Lots

### Points of Interest

- Signalized Intersection
- Pedestrian Crosswalk
- SPARC and Go
- Bike Parking (existing)
- Bike Parking (planned)
- Proposed Intersection Improvement
- Proposed Bike/Pedestrian Bridge
- Proposed Mid-block Crosswalk

### Map Notes:

- A** SR 741: Work with township to extend bike lanes north on existing shoulder
- B** Mountain Bike Trail: provide a mountain bike trail that links city parks (may need to work with private property owners on trail alignment)
- C** SR 741: Upgrade to separated bike lanes (currently 10' bike lane on each side)
- D** SR 73/West Central Ave: Upgrade to separated bike lanes
- E** Crossing I-75: Work with Franklin to provide sidewalk connection across I-75; sidewalk on north side of SR 73 to avoid free-flow ramps
- F** Advanced Drive: Remove signed bike route once greenway has been implemented
- G** South Pioneer: Planned bike lanes for 2020
- H** Hazel Woods Park: Work with City of Franklin to provide trail connection on the city's right-of-way between Gorsuch Road and Hazel Woods Park
- I** New Development: Provide bicycle connection between Red Lion-Five Points and SR 741 with new development
- J** Red Lion-Five Points: Provide pathway with new development
- K** Signed Bike Route: Provide signed bike route connecting neighborhoods in northeast area of city
- L** Lytle-Five Points Road and Yankee Road: Add bike lanes
- M** County Club Lane: Add rectangular rapid flash beacon with crossing island on west side of intersection
- N** Central Greenway: See Page 20 for details on proposed greenway
- O** Yankee Road: Work with township to provide pathway along east side of Yankee Road north of Waterbury Woods Drive
- P** Springs Blvd: Add rectangular rapid flash beacon on south side of intersection
- Q** Lytle Five Points Road: Work with township to continue bike lanes on Lytle-Five Points Road
- R** Urban Village District: See detail map for recommendations on Page 42

# 4 COMMUNITY FEEDBACK AND PRIORITIES

The purpose of this phase is to gather input on the preliminary plans and identify priorities for implementation.

## 4a. Preliminary Plan Feedback

- **Prepare matching paper and web-based surveys** that gather general feedback on the satisfaction with the preliminary plan, specific changes that would like to see incorporated, and identification of priorities.
- **Prepare social media kits** to be used by the city, Walkable Novi Committee members, and others in the promotion of public engagement events and opportunities.

## Deliverables:

- Paper Survey and Digital Map (using Survey Monkey)
- Social Media Kit
- Four Focus Group Meetings
- Summary Infographic
- Public Engagement Data
- Meeting with Technical Advisory Committee

## 4b. Preliminary Plan Events

- **Focus Group Meetings**, four hour-long discussions with stakeholders will be conducted via web or in-person meetings. Each meeting will focus on a different theme. The focus groups will be the same as conducted in phase 2. The meetings will include a project overview, a workshop exercise to gather input, and information on promoting the online survey and map. Invitations would be sent directly to key stakeholders and the general public would be welcome to attend.
- **Meeting Toolkits**, city staff and the Walkable Novi Committee will be provided with a meeting kit that may be used with additional groups if desired. The kit would include paper surveys, input map, handouts with QR codes and links to online input, and a PowerPoint presentation.

## 4c. Preliminary Plan Input Summary

- **Input Infographic**, a one- or two-page summary graphic will summarize the key findings of the input. This will be shared with all the participants in the public engagement that shared their email.
- **Public Engagement Data**, documentation and data of all the input received. This will include a PDF summary of survey data, survey data in a spreadsheet, and KML and spreadsheet data of crowdsourcing map input.

# METROPARK TO STATE PARK CONNECTOR PUBLIC ENGAGEMENT



**4**  
public input  
events



**28**  
online map  
comments



**1000+**  
surveys  
completed

## WOULD YOU USE THE CENTRAL ROUTE?

SELECT ALL THAT APPLY



**51%** YES FOR WALKING



**90%** YES FOR BIKING

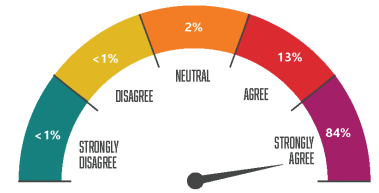


**40%** YES FOR RUNNING



**8%** YES (OTHER)

## IT IS IMPORTANT TO PROVIDE A TRAIL CONNECTION BETWEEN THESE FOUR PARKS



**ABOUT 1%**  
Question the  
importance of the  
trail connection

**NEARLY 97%**  
Agree or strongly agree  
that a trail connection is  
important

## WHAT DO YOU LIKE ABOUT THE CENTRAL ROUTE?



- 1 Provides a Safe Route
- 2 Connects All the Parks
- 3 Direct Connection
- 4 Connects to Existing Trails
- 5 Easy and Efficient
- 6 Safe Crossing at US-23
- 7 Neighborhood Access
- 8 Avoids Expressway Roundabouts
- 9 Path Separated from Road
- 10 Option for Longer Rides/Trips
- 11 Location
- 12 More Nonmotorized Routes

TOP 12 ANSWERS

## WHAT DO YOU DISLIKE ABOUT THE CENTRAL ROUTE?



- 1 Nothing
- 2 Along Major Roadway with Traffic
- 3 Need Path Separated from Road
- 4 Maltby is a Busy Road
- 5 Need Connection to Brighton
- 6 Need Connection to Lakelands Trail
- 7 Route into Huron Meadows
- 8 It is Not Built Yet
- 9 Cost
- 10 Ends too soon at Brighton Rec Area
- 11 Expressway Roundabouts
- 12 Disrupt Rural Feel

TOP 12 ANSWERS

## WHAT WOULD YOU CHANGE ABOUT THE CENTRAL ROUTE?



- 1 Nothing
- 2 Separate Path from Road
- 3 Connect to Brighton
- 4 Connect to Lakelands Trail
- 5 Loop in Huron Meadows
- 6 Bike Lanes
- 7 Paved Pathway
- 8 Avoid Major Roadways
- 9 Connect to Bishop Lake
- 10 Build More Trails
- 11 More Trail Amenities
- 12 Loop Routes

TOP 12 ANSWERS

## TELL US ANYTHING ELSE YOU FEEL IS IMPORTANT:



- 1 We Love It
- 2 Please Built It
- 3 Safety is Key
- 4 Added Value to Community
- 5 Separate Path from Road
- 6 Build More Trails
- 7 Thank You
- 8 More Trail Amenities
- 9 Connect to Lakelands Trail
- 10 Signs and Wayfinding
- 11 Paved Trails
- 12 Wide Trails

TOP 12 ANSWERS



# 5 PLAN REFINEMENT AND IMPLEMENTATION STRATEGY

The purpose of this phase is to compile and refine all the materials previously developed, create an action plan for implementation, and take the plan through the approval process. The plan will be heavy on graphics and easy to understand by the general public. While analysis and public engagement will be summarized in the report, detailed information on the same will be available in a digital appendix for those who wish to dig into the subjects further.

## 5a. Refine Plan Elements Based on Input

- **Nonmotorized Network**
- **Corridor Concepts and implementation Tools**
- **Policy, Program, and Metric Recommendations**

## 5b. Implementation and Funding Strategy

- **Prepare Funding Strategy** for the Implementation Framework.
- **Outline the Rolls and Responsibilities** of key parties involved in the Implementation Framework.
- **Prepare Annual Maintenance and Operations Cost**, including recommendations for a maintenance plan.

## 5c. Finalize and Adoption Process

- **Prepare Draft Master Plan, Executive Summary, and Overview Map** for review by city staff and Walkable Novi Committee.
- **Revise Draft Materials** based on input.
- **Update the Project Website with Draft Master Plan, Executive Summary, and Overview Map.** Notify people who provided emails that a draft plan has been completed and encourage their involvement in the plan adoption process.
- **Present** to Planning Commission and City Council for final adoption.

## Deliverables:

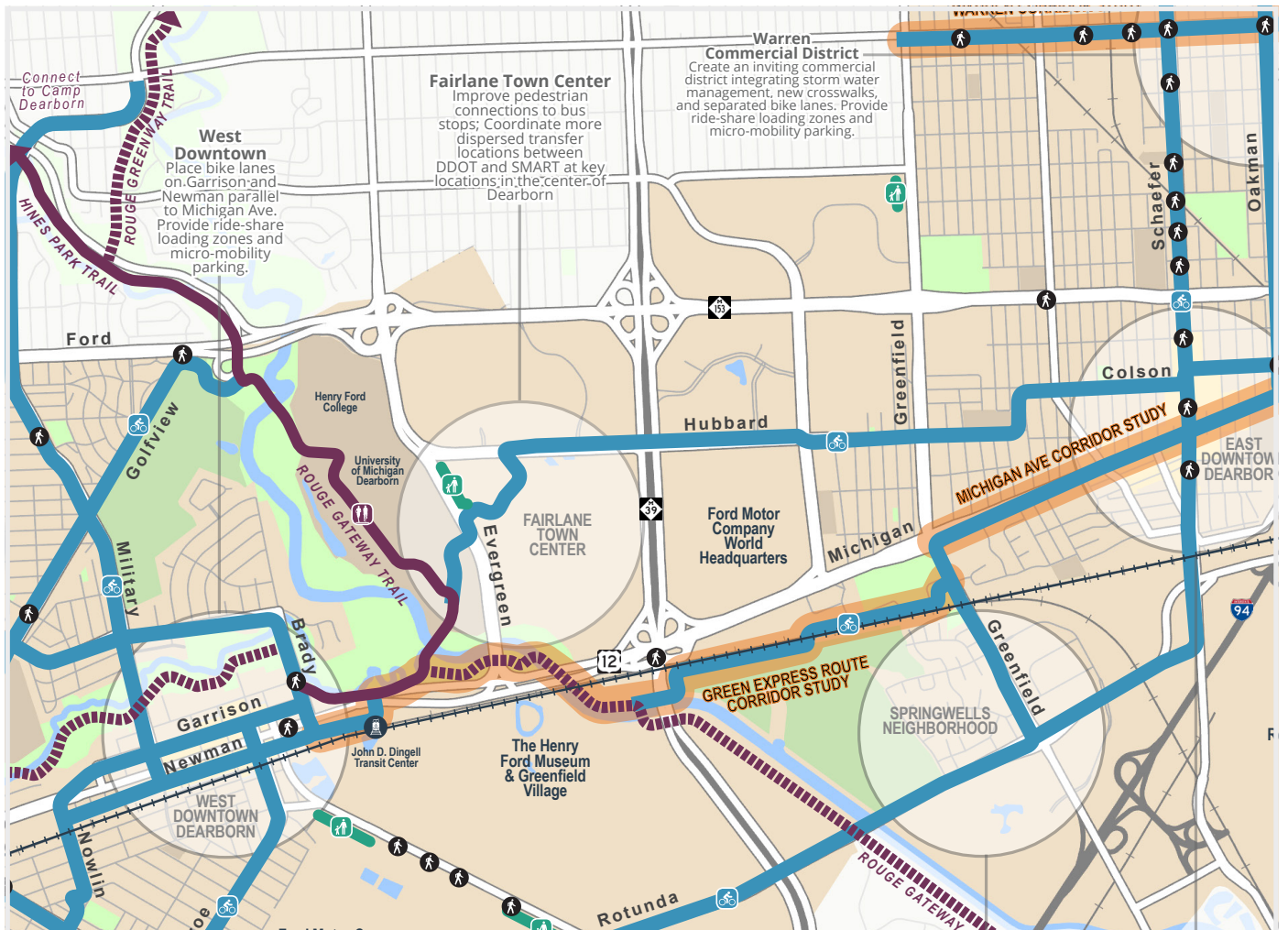
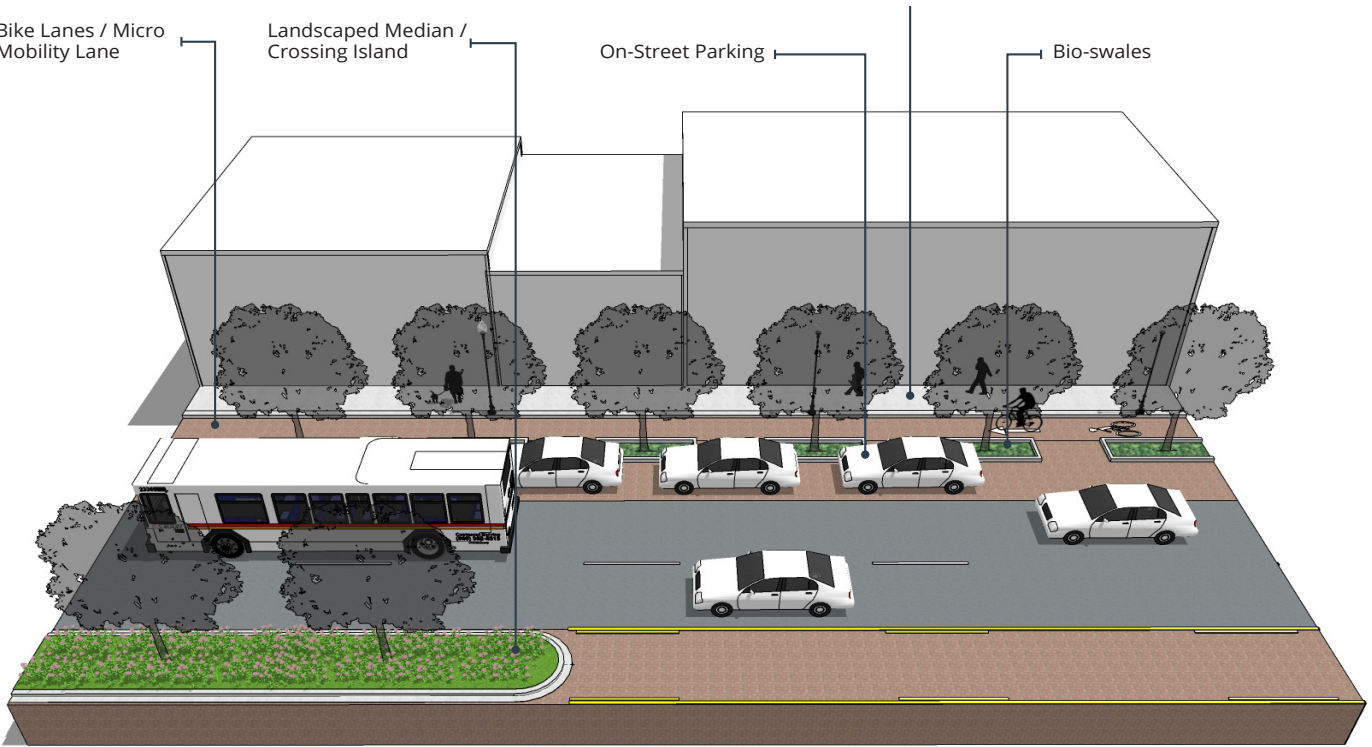
- Master Plan Report in Adobe PDF format and one unbound copy suitable for reproduction
- Executive Summary in Adobe PDF format and one unbound copy suitable for reproduction
- Non-motorized Overview Map in PDF format and one printed and mounted large format map for presentation use
- Updated Website
- Geographic Information System files in ArcGIS format
- Planning Commission Presentation
- City Commission Presentation
- Report source files in Adobe InDesign format
- Photograph database
- Meeting with Technical Advisory Committee
- Meeting with Walkable Novi Committee

Bike Lanes / Micro Mobility Lane

Landscaped Median / Crossing Island

On-Street Parking

Bio-swales



# COMMUNICATION AND COORDINATION

## Coordination

When a community puts its trust in us, we take that responsibility very seriously. The greatest complement we receive from the communities that we work with is, "You listened." We like to see ourselves as an extensions of your staff that help give form to your vision. The following list identifies tasks where city staff will be integral to the process.

- Kickoff meeting with city staff to refine schedule, discuss project goals and provide feedback on current nonmotorized plan.
- Three meetings with Walkable Novi Committee at key junctures of the project to provide feedback, guide the process, and help promote public engagement.
- Five meetings with the Technical Advisory Committee to keep the project on track.
- Identification of key stakeholders, city staff, and community representatives to participate on technical advisory committee and focus group meetings.
- Use of city contact lists, communication tools, and social media networks to promote public engagement opportunities.
- Assistance with scheduling and providing meeting space for in-person meetings
- Reviewing draft reports, maps, public engagement materials, and website postings.
- Collaborating on format/structure of final report to fit the needs of the City.

## Data Requests

- Status of current and upcoming CIP projects.
- Existing plans and studies that relate to the nonmotorized network.
- GIS data (existing and planned nonmotorized routes, crosswalk and intersections, road width/speed/traffic volume, park and open space, points of interest, unpaved roads, planning and zoning, natural features, etc.)
- Sidewalk and Nonmotorized Prioritization spreadsheets and GIS data.

## Primary Contact

Norman Cox, President  
The Greenway Collaborative, Inc  
102 Nickels Arcade,  
Ann Arbor, MI 48104  
734-668-8848 ex. 1  
norm@greenwaycollab.com

# PUBLIC PARTICIPATION AND TEAM MEETINGS

## Public Participation

As we head into the winter months and peoples comfort levels vary regarding indoor events, we think a series of virtual focus groups targeting specific stakeholder groups paired with online input will be most successful. We have found this to be a successful strategy over the past few years. This approach gathers more input and reaches a wider range of the population compared to traditional methods.

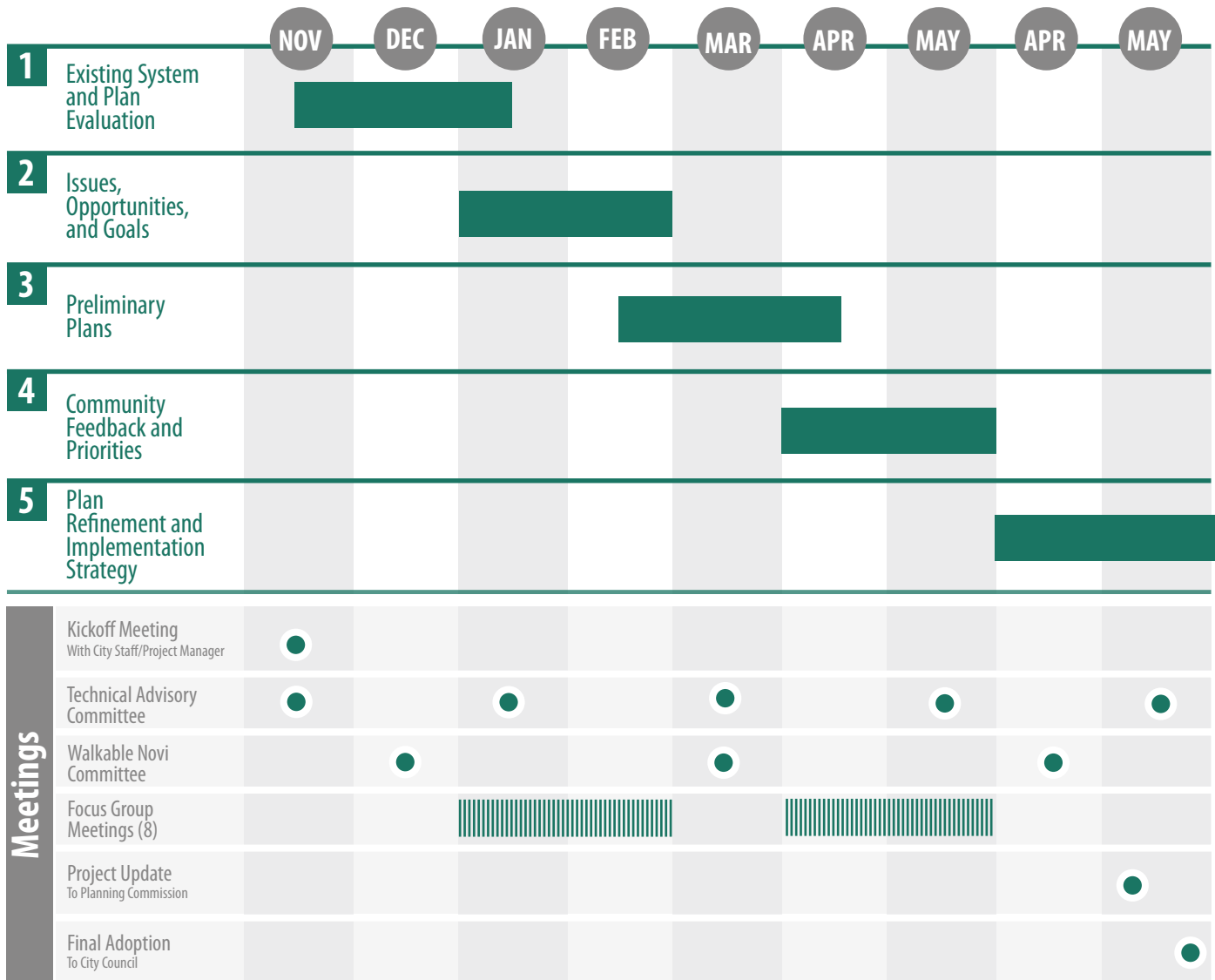
Public Outreach will focus on reaching a broad cross section of the community. Findings from the inventory and analysis stage will be used as a guide to reach out to underserved populations, such as those with limited mobility. The goal is to understand what is inhibiting nonmotorized trips, make sure proposed solutions will work for the users and build a constituency for the plan so that it gets implemented.

## Outreach and Tools

Below is an overview of tools that will be used to solicit public input.

- **The Project Website** will be hosted at [WalkBike.Info/Novi](http://WalkBike.Info/Novi). This site will serve as the information clearing house for the project and the landing page to promote web surveys and input maps.
- **Web Meetings** will be hosted on Google Meet, which offers collaborative tools, recordings, polling for real-time decision-making, and breakout rooms. Meeting will be 1-2 hours in length and will typically include a presentation and input session. Digital whiteboards and virtual sticky notes may be used to record input during web meetings.
- **A Web Survey** will be prepared for each input session using Survey Monkey. The survey will be brief, graphic rich, include multiple choice and open ended questions. We will work with you to craft a survey that can be quantified and used as a decision-making tool. A hard-copy version of the survey will also be prepared and all input will be combined.
- **A Web-based Input Map** will be prepared using Community Remarks. The web-based map is based on Google Maps which is familiar to many users. It allows for feedback on comments, use of various base maps and the ability to switch to street view. The focus of this application is to get place specific input that can be references as specific area and corridor plans are developed. The end product includes GIS compatible data and a PDF that documents all comments.

# PROPOSED SCHEDULE AND MAJOR MILESTONES



The Greenway Collaborative has available staff capacity to perform the scope of work in the presented time within normal working hours with additional capacity in reserve.



**SCHEDULE A**  
**PAYMENTS**

# Fee Proposal

	Hourly Rate	Norman Cox	Carolyn Prudhomme	TJ Likens	Brandon Hayes	Total
	\$	145	\$ 110	\$ 158	\$ 152	
<b>1. Existing Systems and Plan Evaluation</b>						
a. Project Initiation		8	30	2	0	40
b. Land Use, Travel Patterns, and Safety Assessment		10	40	4	4	58
c. Systems Analysis		30	40	4	4	78
Task 1 Hours Subtotal		48	110	10	8	176
Task 1 Fee Subtotal	\$	6,960	\$ 12,100	\$ 1,580	\$ 1,216	\$ 21,856
<b>2. Issues, Opportunities, and Goals</b>						
a. Input Maps, Surveys, and Promotion		4	30	1	0	35
b. Input Events		10	30	4	0	44
c. Input Summary		4	20	1	0	25
Task 2 Hours Subtotal		18	80	6	0	104
Task 2 Fee Subtotal	\$	2,610	\$ 8,800	\$ 948	\$ -	\$ 12,358
<b>3. Preliminary Plans</b>						
a. Nonmotorized Network		20	40	0	0	60
c. Corridor Concepts and Implementation Tools		30	60	16	4	110
b. Policy, Program and Evaluation Recommendations		20	20	0	0	40
Task 3 Hours Subtotal		70	120	16	4	210
Task 3 Fee Subtotal	\$	10,150	\$ 13,200	\$ 2,528	\$ 608	\$ 26,486
<b>4. Community Feedback and Priorities</b>						
a. Preliminary Plan Feedback		4	30	1	0	35
b. Preliminary Plan Events		10	30	4	0	44
c. Preliminary Plan Input Summary		4	20	1	0	25
Task 4 Hours Subtotal		18	80	6	0	104
Task 4 Fee Subtotal	\$	2,610	\$ 8,800	\$ 948	\$ -	\$ 12,358
<b>5. Plan Refinement and Implementation Strategy</b>						
a. Refine Plan Elements Based on Input		20	30	8	4	62
b. Implementation and Funding Strategy		10	20	4	0	34
c. Finalize and Adoption Process		10	10	4	0	24
Task 5 Hours Subtotal		40	50	16	4	110
Task 5 Fee Subtotal	\$	5,800	\$ 5,500	\$ 2,528	\$ 608	\$ 14,436
<b>Labor Subtotals</b>		<b>194</b>	<b>440</b>	<b>54</b>	<b>16</b>	<b>704</b>
<b>Fee Subtotals</b>	\$	<b>28,130</b>	<b>\$ 48,400</b>	<b>\$ 8,532</b>	<b>\$ 2,432</b>	<b>\$ 87,494</b>
				<b>TGC Fees</b>	\$	<b>76,530</b>
				<b>Fishbeck Fees</b>	\$	<b>10,964</b>
<b>Reimbursable Expenses</b>						
a. TGC Travel and Meals per Trip				5	50	\$ 250
b. Fishbeck Travel and Meals per Trip				5	120	\$ 600
c. Preliminary Plan Display Boards Printing and Mounting				3	160	\$ 480
c. Final Overview Map Printing and Mounting				1	150	\$ 150
d. Final Report Printing				1	200	\$ 200
						<b>\$ 1,680</b>
<b>Grand Total Not to Exceed Fee</b>						<b>\$ 89,174</b>

Please note that task and sub-task hour allocations per person are estimates for budget purposes.

**SCHEDULE B**  
**INSURANCE COVERAGE**  
**(TO BE PROVIDED BY CONTRACTOR)**



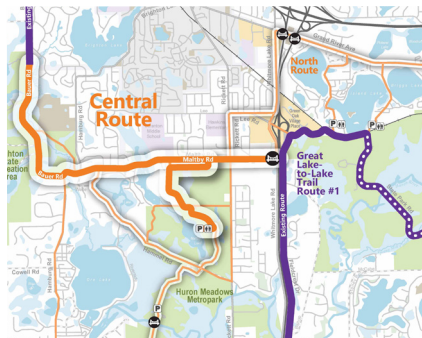
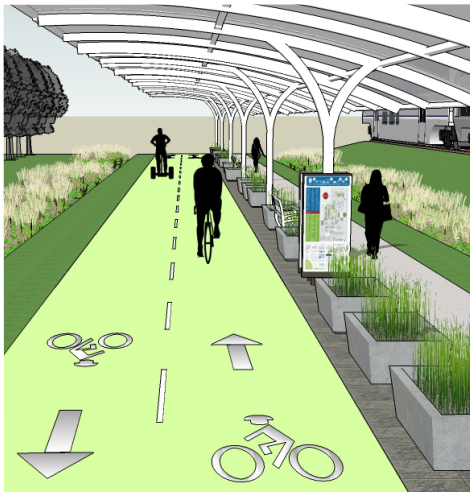
**CITY OF NOVI  
INSURANCE  
REQUIREMENTS  
SCHEDULE B**

1. The Contractor shall maintain at its expense during the term of this Contract, the following insurance:
  - a. **Worker's Compensation** insurance with the Michigan statutory limits and Employer's Liability insurance with minimum limits of **\$100,000** (One Hundred Thousand Dollars) each accident.
  - b. **Commercial General Liability Insurance** – The Contractor shall procure and maintain during the life of this contract, Commercial General Liability Insurance, Personal Injury, Bodily Injury and Property Damage on an "Occurrence Basis" with limits of liability not less than **\$1,000,000** (One Million Dollars) per occurrence combined single limit.
  - c. **Automobile Liability** insurance covering all owned, hired and non-owned vehicles with Personal Protection insurance to comply with the provisions of the Michigan No Fault Insurance Law including Residual Liability insurance with minimum bodily injury limits of **\$1,000,000** (One Million Dollars) each person and **\$1,000,000** (One Million Dollars) each occurrence and minimum property damage limits of **\$1,000,000** (One Million Dollars) each occurrence.
  - d. The Contractor shall provide proof of **Professional Liability** coverage in the amount of not less than **\$1,000,000** (One Million Dollars) on a per claim/aggregate.
2. All policies shall name the Contractor as the insured and shall be accompanied by a commitment from the insurer that such policies shall not be canceled or reduced without at least thirty (30) days prior notice date to the City; alternately, contractor may agree to provide notice of such cancellation or reduction.
3. The City of Novi shall be named as Additional Insured for General Liability and Auto Liability. Certificates of Insurance evidencing such coverage shall be submitted to City of Novi, Purchasing Department, 45175 Ten Mile Road, Novi, Michigan 48375-3024 prior to commencement of performance under this Contract and at least fifteen (15) days prior to the expiration dates of expiring policies. A current certificate of insurance must be on file with the City for the duration of the contract. Said coverage shall be primary coverage rather than any policies and insurance self-insurance retention owned or maintained by the City. Policies shall be issued by insurers who endorse the policies to reflect that, in the event of payment of any loss or damages, subrogation rights under those contract documents will be waived by the insurer with respect to claims against the City.

4. The Contractor shall be responsible for payment of all deductibles contained in any insurance required hereunder.
5. If, during the term of this Contract, changed conditions or other pertinent factors should in the reasonable judgment of the City render inadequate insurance limits, the Contractor will furnish on demand such additional coverage as may reasonably be required under the circumstances. All such insurance shall be effected at the Contractor's expense, under valid and enforceable policies, issued by the insurers of recognized responsibility which are well-rated by national rating organizations and are acceptable to the City.
6. If any work is sublet in connection with this Contract, the Contractor shall require each subcontractor to effect and maintain at least the same types and limits of insurance as fixed for the Contractor.
7. The provisions requiring the Contractor to carry said insurance shall not be construed in any manner as waiving or restricting the liability of the Contractor under this contract.
8. The City has the authority to vary from the specified limits as deemed necessary.

# Proposal

September 1, 2022



**CITY OF NOVI  
NON-MOTORIZED  
MASTER PLAN  
UPDATE**

 **The Greenway  
Collaborative, Inc.**

 **fishbeck**  
Engineers | Architects | Scientists | Constructors

*Amended October 31, 2022 with minor edits regarding meetings and revisions to the project schedule as requested by the City staff.*





# The Greenway Collaborative, Inc.

September 1, 2022

Barbara McBeth, City Planner  
City of Novi  
45175 Ten Mile Road  
Novi, Michigan 48375

## **RE: City of Novi Non-motorized Master Plan Update**

Dear Barb,

Thank you for the opportunity to submit a proposal for the update of the award winning 2011 Non-motorized Master Plan. We have been pleased to see how the city and residents have used the plan over the past dozen years and hope that we can continue our partnership to improve the quality of life in the City of Novi. For this task, we are partnering with two outstanding traffic engineers that we have collaborated with on other projects. We believe that you will find TJ Likens and Bandon Hayes of Fishbeck to be excellent resources to have on the team. They have the unique ability to look at a situation without any preconceived ideas and then apply their knowledge and skills to help craft outstanding solutions. As a plus, Fishbeck has an office in Novi.

Reviewing the 2011 plan three things stand out. First, many of the ideas and concepts that in 2011 were novel perspectives or cutting-edge designs are now mainstream. And of course, concepts such as separated bike lanes that were not permitted at that time are becoming more commonplace. Organizations such as FHWA and NACTO have created several excellent guidelines largely eliminating the need for custom guidelines. So rather than having to update our guidelines, we can reference national guidelines and focus on how those guidelines can be applied to Novi specific situations that warrant a more detailed look.

Second, coming in at 284 pages, it is quite a tome. While the analysis and concepts have held up well over time, we are the first to admit that it could be easier to use. The RFP's specific mention of the Executive Summary and the Overview Map give us hints of which resources are most frequently referenced. As you review our most recent work you will discover more concise, graphic-rich documents that distill information and bring forward community priorities and plan themes. We have already given some thought on how we build on the 2011 plan, while making it easier to use.

Third, we look at our public engagement from the 2011 plan and we see an antiquated approach. While we maintain the principals of transparency and making sure everyone's voice is heard, we go about things much differently these days. Our surveys, both online and paper, are succinct, graphic, to the point, and can be completed in a few minutes. We focus on the friction points that are inhibiting more nonmotorized travel and identify community priorities. Rather than a couple traditional evening public workshops, we hold a series of shorter meetings that provide us with perspectives from a more representational sample of the community. Sometimes we participate in existing meetings, other times we hold focus groups. We make extensive use of online meetings and web-based input to accommodate people's various comfort levels with in-person meetings during the pandemic.



As we consider how to update the 2011 plan, we look forward to working with you and the residents of Novi to craft a concise document that provides a clear vision of how to move forward. We recognize and appreciate all of the work that the Planning Department and the Walkable Novi Committee have done to further nonmotorized improvements in the City. The sidewalk and nonmotorized improvement ranking, prioritization, and tracking exceed anything we have seen in other peer communities. The ongoing coordination with neighboring communities such as Northville on their nonmotorized plans is exemplary. We look forward to working with you to craft a plan that furthers these efforts.

As you review this proposal, please know that if we are the right fit for this project, but something is not quite what you had hoped for in the scope of work, we want to work with you to fix that to make sure that this proposal fits the needs of your community. We hope that we can have the opportunity to continue to work with Novi.

Sincerely,

A handwritten signature in black ink, appearing to read "Norman D. Cox". The signature is fluid and cursive, with a large initial "N" and "C".

Norman D. Cox PLA, ASLA  
President

# TABLE OF CONTENTS

Firm Background	2
Team Qualifications	5
Experience and Approach	10
Communication and Coordination	26
Public Participation and Team Meetings	27
Proposed Schedule and Major Milestones	28
Proposed Cost and Estimates	(Sealed in Envelope)
Previous Work Samples	29

# FIRM BACKGROUND

We have pulled together a team whose combined skills are well matched:



## Prime Consultant

The Greenway Collaborative are experts in planning for people who walk, bike, ride and drive. Every project is driven by public input. The greatest complement they get from their clients is that they listened and that the resulting plans reflect what people said.

The Greenway Collaborative completed the City of Novi's 2011 Non-motorized Master Plan and looks forward to being part of the update.



## Sub Consultant

Fishbeck is familiar with the study area and has an office in the City of Novi. They provide expertise in traffic engineering, along with a team of experts that can be brought in if needed.

TJ Likens and Brandon Hayes have partnered with the Greenway Collaborative on similar projects in the past, including the Iron Belle Feasibility Study and the City of Dearborn Multimodal Plan.

Fishbeck is currently working with Cypress Partners on the Stations Flats Transportation Impact Study located on the east side of Wixom Road, 1,700 feet south of Grand River Avenue.



# The Greenway Collaborative, Inc.

**People First Transportation Planning and Design.** Since 1993 we have focused on the people who walk, bike, take transit, and drive. We believe that our job is to help shape a transportation system that gives people, all people, regardless of their abilities and resources, a safe, comfortable, and convenient means for dignified travel. And we believe that a transportation network is more than a means to a destination, it is a means to an end. That end being a network of captivating and functional places that connect people, promote commerce, and highlight the unique character of each community.

Comprehensive Multimodal Transportation Plans

Grant Assistance

Trail Feasibility Studies

Public Meeting Facilitation

Community Outreach Tools to Encourage Increased Physical Activity

Website Design and Management

Expert Technical Review and Design Consultation

Ecological Based Open Space and Greenway Plans

Land and Water Trail Planning, Design and Outreach Websites

Bicycle and Trail Maps



102 Nickels Arcade, Ann Arbor, Michigan 48104  
Phone: 734-668-8848 Email: info@greenwaycollab.com  
A Michigan Corporation Established in 1993 - FIN 38-305425

**Our mission is to inspire people, influence transportation and improve places.** We are trusted strategic thinkers, problem solvers, and knowledge leaders who provide council to public agencies, non-profits, and other consultants. Our ultimate goal is to create eminently livable places for all to enjoy.



**Norm Cox, PLA, ASLA**  
President



**Carolyn Prudhomme, PLA, ASLA**  
Principal

Visit [www.greenwaycollab.com](http://www.greenwaycollab.com) to download our resumes and get a better understanding of our work. Some of our recent project websites are also housed within [www.walkbike.info](http://www.walkbike.info).

Fishbeck is a professional architectural/engineering, civil engineering, environmental, and construction services consulting firm that serves governmental, educational, healthcare, commercial, industrial, and private clients. Our range of services and integrated project approach provides our clients with specifically suited, innovative designs. We are committed to delivering exceptional service, outstanding technical quality, and establishing long-term client relationships. Our design specialists are committed to providing creative, value-driven services. ALL IN ONE. It is our mantra at Fishbeck as we strive to make your life easier. With so many services in-house and so many offices to provide local service, Fishbeck is your all-in-one solutions provider.

<b>ESTABLISHED:</b>	1956
<b>FIRM PERSONNEL:</b>	520+
<b>COMPANY TYPE:</b>	100% Employee-owned Corporation
<b>LEED EXPERIENCE:</b>	40+ LEED APs   85+ LEED-certified facilities
<b>ACCOLADES:</b>	120+ Award-Winning Projects
<b>LOCATIONS:</b>	14 throughout Michigan, Ohio, and Indiana
<b>WEBSITE:</b>	<a href="http://www.fishbeck.com">www.fishbeck.com</a>

From transportation planning to design, our engineers identify solutions that help traffic function safely, efficiently, and effectively to move all users within the communities we live and work.

With our engineers and transportation planners, we help solve traffic dilemmas through the following methods:

- Transportation planning
- Speed, safety, gap, parking, and traffic impact studies
- Grant writing, administering, and planning
- Traffic signal design and operations
- Traffic data collection
- Pavement marking and signing
- Maintenance of traffic modeling
- Sight distance review
- Signal warrant, intersection, and roundabout analyses

We know traffic flow is a constant concern, yet also an opportunity to provide a lasting, positive impression on residents and visitors. Fishbeck will help study, design, and implement safe and efficient traffic engineering solutions. With an experienced and innovative staff, we will tailor a solution and approach that works for the community in need.



# TEAM QUALIFICATIONS

## Experts in Nonmotorized Transportation

The Greenway Collaborative's primary focus for the last 29 years has been nonmotorized transportation plans. We have worked on over 30 nonmotorized plans and we know what it takes to transform streets from a utilitarian, visually unappealing necessity to a community asset.

In the end, this is not the Greenway Collaborative's Plan, it is the City of Novi's Plan. We understand that to develop a truly useful nonmotorized transportation plan we must engage staff from a variety of departments and agencies, elected officials, community leaders, the business community, and the public. The plan should give form to their vision and provide a consensus on how to move the plan forward to fruition.

Community engagement will be structured to gain input from a broad cross section of the public. We intend to utilize a web-based input process, as well as host numerous focus group meeting. Key stakeholders will be used to promote online input and a robust social media strategy will help to boost participation. We will also provide city staff with a meeting kit that may be used with additional groups.

The main goal with public input is to collect information that can inform the planning process. Over all our years of planning, no two surveys or workshops are the same. We will work closely with your staff to develop graphic-rich input materials that can be well-documented and become a decision-making tool.

In the "Experience and Approach" section we show how public engagement is integrated into the process and in the "Public Participation and Team Meetings" we outline the specific tools that will be used.



**Norm Cox, PLA, ASLA,  
President, Project Manager  
and Primary Contact**



**Carolyn Prudhomme, PLA,  
ASLA, Planning and Public  
Engagement Lead**



**Timothy J. Likens,  
PE, PTOE, Traffic  
Engineering Support**



**Brandon Hayes,  
PE, PTOE, Traffic  
Engineering Support**



## Planscape Archineer



**Norman Cox, PLA, ASLA**  
President - The Greenway Collaborative

### LICENSE

Licensed Landscape Architect  
No.1082  
State of Michigan  
1990

### EDUCATION

Bachelor of Landscape Architecture  
1985, with honors  
Michigan State University  
Sigma Lambda Alpha  
National Honor Society

### EXPERIENCE

President  
Greenway Collaborative  
Ann Arbor, Michigan  
1993 – PRESENT

Pollack Design Associates  
Ann Arbor, Michigan  
1988-1992

Edward D. Stone, Jr. and Associates  
Fort Lauderdale, Florida  
1986-1987

### COMMITTEES

League of Michigan Bicyclists, Board  
of Directors, Executive Committee

Southeast Michigan Active  
Transportation Committee

SEMCOG Transportation Safety  
Action Committee

Michigan Pedestrian and Bicycle  
Safety Action Team

Norm is a licensed landscape architect, but refers to himself a “Plan-scape Arch-ineer”. His adopted moniker speaks to the way he approaches design. He sees the solutions to great places and streets lie where the fields of planning, landscape architecture, architecture, and engineering overlap.

He understands his job is to design, plan, and program for people, not modes of transportation. That starts with carefully listening to people to identify root issues, then making sure the proposed solutions reflect community consensus.

Norm is recognized as a pioneer and a knowledge leader who can transition from a regional plan to designing the details of an intersection. Much of his knowledge comes from being a year-round commuter via foot, bike, and transit.

## RECENT RELEVANT EXPERIENCE

Dayton Active Transportation Plan Public Engagement,  
Dayton, Ohio

Bridge to Bay Trail Wayfinding Implementation  
St Clair County, Michigan

Metropark to State Park Pathway Connector Study  
Brighton, Michigan

Springboro Bicycle + Pedestrian Plan & 2020 Plan Update  
Springboro, Ohio

Bridge to Bay Trail Identification, Wayfinding, and Safety  
Improvements  
St Clair County, Michigan

Livingston County Trails Plan  
Livingston County, Michigan

Iron Belle Trail Routing & Feasibility Study  
Warren, Center Line, Sterling Heights, Michigan

Jackson City + County Nonmotorized Plan  
Jackson County, Michigan

Dearborn Multimodal Plan  
Dearborn, Michigan

Regional Trail Connectivity Vision  
Mason, Lake, Newaygo, & Oceana Counties, Michigan



## Transportation Planner and Web Guru



**Carolyn Prudhomme**, PLA, ASLA  
Principal - The Greenway Collaborative

Carolyn has worked as a nonmotorized transportation planner with the Greenway Collaborative since 2008. During her time at the Greenway Collaborative she has been essential in the development of comprehensive nonmotorized transportation plans, complete streets plans, bicycle and pedestrian maps and wayfinding, grant application assistance, trail marketing and branding strategies and ADA evaluation and assessment tools. She has worked on projects throughout Michigan and Ohio, specializes in GIS modeling, mapping, website development, as well as public engagement and deliverables.

### LICENSE

Landscape Architect No. 3901001718  
State of Michigan  
2018

### EDUCATION

Bachelor of Landscape Architecture  
2008, with high honors  
Michigan State University  
Sigma Lambda Alpha  
National Honor Society

### PROFESSIONAL AFFILIATIONS

Association of Pedestrian and Bicycle  
Professionals  
American Society of Landscape  
Architecture

### EXPERIENCE

Transportation Planner  
Greenway Collaborative  
Ann Arbor, Michigan  
2008 – PRESENT

Student Intern  
Small Town Design Initiative  
Michigan State University  
2007 – 2008

Landscape Designer  
Rambo Tree & Landscaping  
Chesterfield, Michigan  
2006

### RECENT RELEVANT EXPERIENCE

Dayton Active Transportation Plan Public Engagement  
Dayton, Ohio

Bridge to Bay Trail Wayfinding Implementation  
St Clair County, Michigan

Metropark to State Park Pathway Connector Study  
Brighton, Michigan

Bridge to Bay Trail Website  
St Clair County, Michigan

Springboro Bicycle + Pedestrian Plan & 2020 Plan Update  
Springboro, Ohio

Bridge to Bay Trail Identification, Wayfinding, and Safety  
Improvements  
St Clair County, Michigan

Livingston County Trails Plan  
Livingston County, Michigan

Iron Belle Trail Routing & Feasibility Study  
Warren, Center Line, Sterling Heights, Michigan

Jackson City + County Nonmotorized Plan  
Jackson County, Michigan

Dearborn Multimodal Plan  
Dearborn, Michigan

Regional Trail Connectivity Vision  
Mason, Lake, Newaygo, & Oceana Counties, Michigan

Cass River Water Trail Website  
Thumb Region, Michigan





## TIMOTHY J. LIKENS, PE, PTOE

### SENIOR TRAFFIC ENGINEER

TJ has engineering and planning experience in traffic, transportation, and parking related projects. He has a strong technical background, especially with respect to traffic operations and safety. He is intimately familiar with the practices, data, and guidelines published by the Institute of Transportation Engineers (ITE), as well as the Manual on Uniform Traffic Control Devices (MUTCD), Highway Capacity Manual (HCM), Highway Safety Manual (HSM), and Department of Transportation (DOT) standards.

As part of his experience, he has completed numerous projects on City, County, and DOT roads including Traffic Impact Studies (TIS), corridor optimizations, warrant studies, capacity analyses, Road Safety Audits (RSA), predictive crash analysis for performance based practical design, and pedestrian accommodation & complete street studies. TJ has led many projects from the beginning proposal stages, through engineering and analysis, to reporting and review, and culminating with construction. His leadership, communication, and level of care provide exceptional service for the projects he conducts.

#### YEARS OF EXPERIENCE

1 year — Fishbeck

15 years — total

#### EDUCATION

MS in Transportation Engineering,  
Michigan State University

BS in Civil Engineering,  
Michigan State University

#### REGISTRATIONS/ CERTIFICATIONS

Professional Engineer – Michigan,  
Ohio

Professional Traffic Operations  
Engineer, Transportation  
Professionals Certification Board

Road Safety Audit Certification,  
FHWA National Highway Institute

#### MEMBERSHIPS

Institute of Transportation  
Engineers

## EXPERIENCE

### CITY OF DEARBORN, MICHIGAN MULTI-MODAL TRANSPORTATION PLAN

As lead transportation engineer, directed traffic and safety engineering services to complement the overall plan, while taking into direct consideration the needs for all existing and potential users of these facilities, including vehicular and non-motorized traffic. The project included evaluation of several key City corridors including Michigan Avenue (US-12), Ford Road (M-153), Telegraph Road (US-24), and Warren Avenue. Completed detailed network traffic modeling, capacity analyses, and traffic simulations. Crash data were reviewed, and patterns related to potential improvement measures for the project corridors. Cost estimates were developed for the Strategic Implementation Plan that will be utilized for project programming and funding acquisition. Provided consult to the steering committee regarding agency coordination and overall safety and mobility considerations.

### MACOMB COUNTY PLANNING AND ECONOMIC DEVELOPMENT | MACOMB COUNTY, MICHIGAN IRON BELLE TRAIL

As lead transportation engineer on a multi-disciplinary team, provided traffic operations and safety analysis and consult for the routing of this bicycle portion of the Iron Belle Trail. Evaluated roadway characteristics (e.g. width, speed, volume) to determine feasible treatments including buffered, dedicated, and shared bicycle lanes. Developed conceptual plans for intersection crossings including pavement markings and traffic controls. Generated cost estimates for the route by segment and intersection based on MDOT average unit prices using MERL, which will be used by Macomb County and the Iron Belle Trail to plan installations and funding procurement. Coordinated with ITC for the planned use of the power transmission corridor for a portion of the trail route, including identifying potential utility conflicts and demonstrating the route would meet ITC easement requirements.

### SMITHGROUP | CANTON TOWNSHIP, MICHIGAN LOWER ROUGE TRAIL

Responsible for traffic engineering services related to this trail improvement project to enhance pedestrian facilities on Sheldon Road and Lilley Road, and install a new crossing of Lotz Road. Pedestrian safety at these crossings are of primary concern, and a study was completed to evaluate the most appropriate traffic signing, pavement marking, and potential signalization of these crossings. The study involved collection of traffic and pedestrian volume data and evaluation of these volumes and the physical crossing characteristics versus MDOT





## BRANDON HAYES, PE, P.Eng., PTOE

### SENIOR TRAFFIC ENGINEER

Brandon has over 10 years of engineering and planning experience on traffic and transportation projects. He is intimately familiar with the practices, data, and guidelines published by the Institute of Transportation Engineers, as well as the Manual on Uniform Traffic Control Devices, and the Highway Capacity Manual. He has extensive training with Highway Capacity Software, Synchro®, and Vissim® modeling. He has worked on a multitude of freeway projects requiring operational analyses, including mainline capacity analyses, ramp capacity analyses, and freeway weaving operations, employing both deterministic analysis models (e.g. strict Highway Capacity Manual calculation methodology) and dynamic analysis models (e.g. SimTraffic and Vissim microsimulation modeling). He has completed Transportation management plans and participated in designing for maintaining traffic, including work zone mobility analyses of alternatives using the MDOT Construction Congestion Cost (CO<sup>3</sup>) software. Brandon has extensive familiarity with MDOT procedures, policies, and guidelines including the Electronic Traffic Control Device Guidelines, the Geometric Design Guidance document, the Signal Optimization Guidelines, the Vissim Protocol Manual, and the Work Zone Safety and Mobility Manual. He has completed numerous projects on city, county, and MDOT roads, including traffic impact studies, warrant studies, capacity analyses, road safety audits, and pedestrian and cyclist accommodation analyses.

#### YEARS OF EXPERIENCE

10 years — total

#### EDUCATION

BS in Civil Engineering  
University of Windsor

#### REGISTRATIONS/ CERTIFICATIONS

Professional Engineer –  
Michigan, Canada

Professional Traffic Operations  
Engineer

#### TRAINING

A/E/C Project Management  
Bootcamp

Interactive Highway Safety  
Design Model

ODOT LTAP Safety Studies

## EXPERIENCE

### MDOT | METRO REGION

#### M-85, ROSA PARKS BOULEVARD TO GRISWOLD STREET | DETROIT TSC

Traffic engineer responsible for completing traffic operations and safety aspects of this study. The project included design services for milling and resurfacing of 1.12 miles of existing HMA pavement along M-85 in the City of Detroit. This project included developing multiple alternatives for changes to the roadway cross section to repurpose excess capacity and accommodate improved and safer pedestrian mobility. Project work also included maintenance of traffic (MOT) plans and provisions, TMP, and permanent pavement markings. Traffic signal operations were a key component for this design, as changes to the road cross section and lane use may impact the performance and needs for corridor components at 10+ signalized intersections. An optimization was completed and MOEs were evaluated including travel time, intersection delays, LOS, and vehicle queues.

### CITY OF BIRMINGHAM, MICHIGAN

#### MAPLE ROAD ROAD DIET STUDY FOR SAFETY IMPROVEMENTS

Traffic engineer responsible for the evaluation of an existing 4-lane cross section and lane usage on Maple Road, between Cranbrook Road and Southfield Road to determine if a road diet from a 4-lane cross section to a 3-lane cross section would enhance operations for all transportation users, including drivers, pedestrians, and bicyclists. Study analyses included modeling of the study network, crash analysis, and calculation of intersection delays, LOS, and vehicle queues. The study's recommendations were reviewed by the City and implemented after a trial run for the 3-lane conversion.

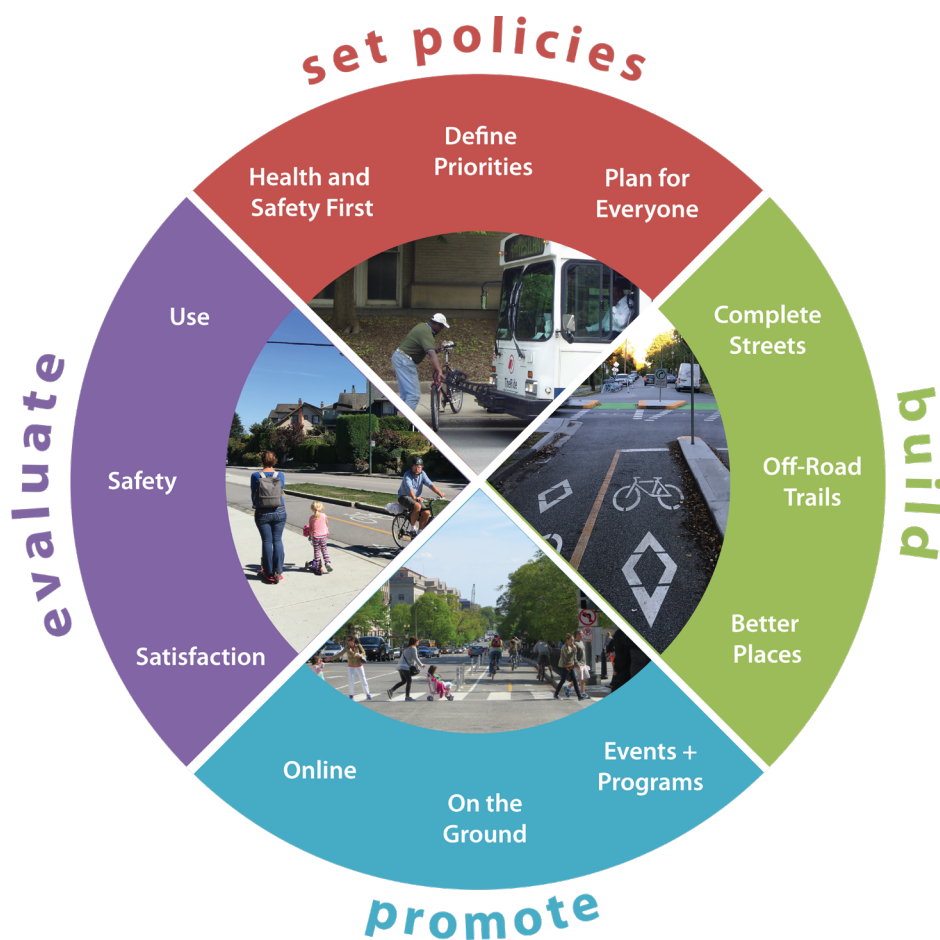
### CITY OF BURTON DOWNTOWN DEVELOPMENT AUTHORITY, MICHIGAN

#### SOUTH SAGINAW STREET ENGINEERING STUDY

Traffic engineer responsible for the evaluation of an existing 4-lane cross section and lane usage on South Saginaw Street between Hemphill Road and East Maple Avenue in Burton to determine if a road diet from a 4-lane cross section to a 3-lane cross section would enhance operations for all transportation users including drivers, pedestrians, and bicyclists. Study analyses included modeling of the network with four signalized intersections using Synchro



# EXPERIENCE AND APPROACH

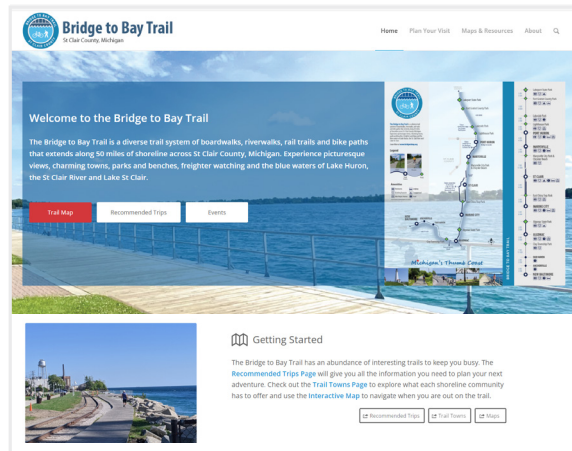
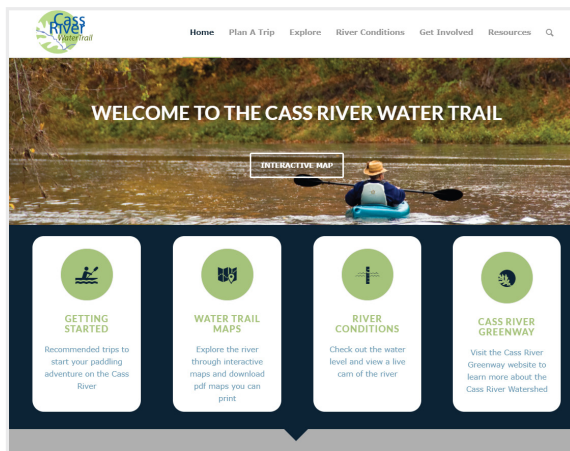
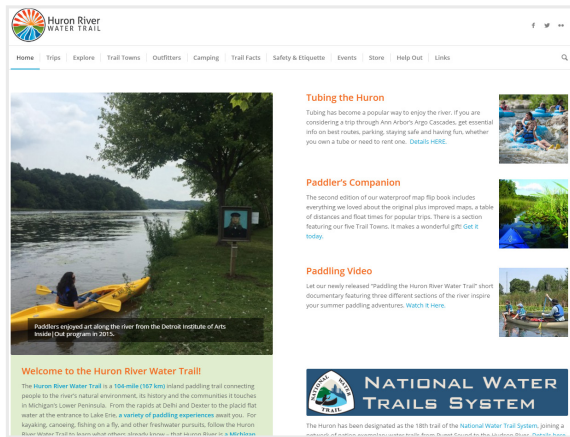


## Organizational Framework

We propose using an organizational framework that we have found effective in other communities. In over 29 years of practice, we have found that successful plans have four key elements: policies that set the stage; a built environment that provides the opportunities; promotion efforts that change the status quo; and evaluation efforts that help us understand what worked.

This should be viewed as an iterative process, where evaluation informs a refinement and expansion of the plan in the future. These are the hallmarks of successful projects from around the world. Take care of these objectives and all other issues will fall into place naturally.

This project will begin with an evaluation of the previous plan before we build on the other elements.



The Greenway Collaborative developed websites for the Bridge to Bay Trail, Cass River Water Trail, Huron River Water Trail, and hosted a dozen different community websites through WalkBike.Info. All website were developed in Wordpress, including the company's website at [www.greenwaycollab.com](http://www.greenwaycollab.com).

## Tightly Integrated PDF Reports, GIS tools, and Supporting Websites

Every project we work on has its own website, most housed within WalkBike.Info. These websites are used during the planning process to facilitate public engagement with online surveys, crowdsourcing maps, meeting materials, key reference materials, and as an information portal that promotes a transparent planning process. We complement the website with a more traditional PDF report and provide the final map work in ArcGIS. These formats have an excellent track record of backwards compatibility and wide acceptance.

At the end of the project, you will have a report to reference, GIS that you can use on a day-to-day basis, and a digital appendix hosting all of the supporting materials.

CITY OF DEARBORN MULTIMODAL PLAN  
خطة مدينة ديربورن متعددة الوسائل

How satisfied are you with walking, biking, driving and riding in Dearborn? Stop by and tell us what you think!

[www.WalkBike.info/Dearborn](http://www.WalkBike.info/Dearborn)

خطة مدينة ديربورن متعددة الوسائل

مدينة ديربورن، صعد ظهر خطة نقل متعددة الوسائل على مدى العديد من الأسابيع الماضية في ضوء احتياجات واهتمامات المنطقة الحضرية والمتنوعة العرقية والدينية. الخطة الجديدة هذه الخطة لتسهيل التنقل في المدينة على إقدام وسائل حية المشي، وركوب الدراجة، القيادة، ركوب وركوب وسائل النقل في ديربورن؟

الغاية من التخطيط متعدد الوسائل هي كما يلي:

- إتاحة شوارع مهيبة لتبذل الأمن والأمان للمشي
- توفير مساحات، برامج ونوعية أنظمة دعم المشي، ركوب الدراجات ووسائل النقل
- تحسين جودة حياة المقيمين في المدينة من خلال توفير وسائل النقل الميسرة
- تحسين الربط بين المقيمين الذين لا يملكون سياراتهم، وبينهم، وتأمين وترتيبهم

ما مدى رضاك عن المشي، وركوب الدراجة، القيادة وركوب وسائل النقل في ديربورن؟ يمكنك إجراء استطلاع عبر الإنترنت أو حضور أحد الاجتماعات العامة للمنطقة التي تشمل أكثر من 10 اجتماعات، وشاركنا برأيك!

[WWW.WALKBIKE.INFO/DEARBORN](http://WWW.WALKBIKE.INFO/DEARBORN)

خطة مدينة ديربورن متعددة الوسائل

1. ضع دائرة حول كل ما ينطبق

أنا أصعب في ديربورن  
أنا أصعب في ديربورن  
أنا أזור ديربورن

2. ضع دائرة حول المنطقة التي تعيش فيها أدناه

3. ما مدى رضاك عن المشي، وركوب الدراجة، القيادة وركوب وسائل النقل في ديربورن؟ ضع دائرة حول التقييم

4. أنا أصعب، أنا أركب الدراجة، أنا أركب الخطة وركوب الطائر، أنا أركب سيارة

Multilingual web and print materials were used to gather input from community members for the Dearborn Multimodal Transportation Plan.

## Engaging, Friendly, and Adaptable Public Engagement

Even before the coronavirus pandemic, most of our projects received more input online than in-person. A hallmark of our work is that we design our public engagement such that regardless of the medium, all the information can be conflated, analyzed, and conclusions drawn. And five years from now when someone asks why something was done a certain way, they can turn to painstakingly documented input to understand why.

Our surveys these days are concise; we only ask a question if we know the answer will have a direct impact on the plan. Most can be done within seven minutes. We make extensive use of emoji's, color, icons, open ended questions, and drawings to make public input painless, and dare we say fun? University professors use our surveys as examples on surveys done right.

Every public workshop is tailored to the specific need of that project. Sometimes that means integrating a workshop to an existing meeting, setting up a tent at an event or a busy street corner, or making the best of the 20 minutes that can be squeezed onto someone's busy schedule. In every case, we walk out the door with information we need to guide the project.

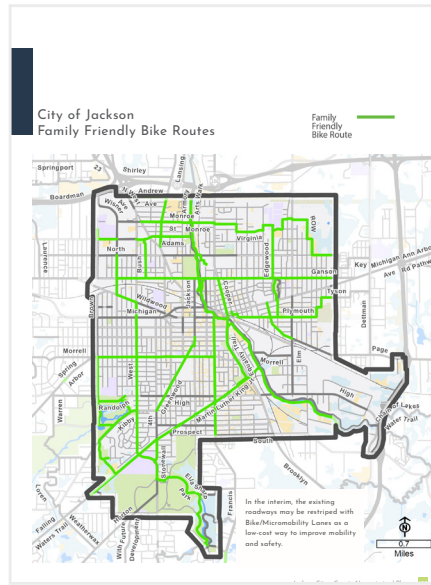
**City of Jackson**  
**Family Friendly Bike Routes**

The most significant proposal for the City of Jackson is establishing a network of family friendly bike routes. These routes primarily consist of separated bike lanes that have a painted buffer between the bike lane and the roadway. Most people would actually think of these as trails. Bicyclists would travel with the flow of the traffic (as with standard bike lanes) to improve safety at intersecting driveways and roadways.

These routes become urban greenways where the emphasis is on the safe, comfortable, and convenient accommodations for bicyclists and pedestrians. A few links are awarded to signed bike routes on very low-volume residential streets.

- 1 Sidewalk
- 2 Separated Bike Lane
- 3 Lighting roadway and sidewalk/bike lane
- 4 Narrow two-lane roadway
- 5 Planted lawn extension with rain garden

Jackson City + County Nonmotorized Plan



**1 Mount Hope Road**  
Sidepath

Sidepath connection between the Village of Grass Lake and Waterline State Recreation Area using right-of-way of Mount Hope Road.

<b>Length</b>	3.7 miles
<b>Surface</b>	Paved Sidepath
<b>Right-of-Way</b>	Parallels Mount Hope Road
<b>Public Input</b>	Priority: Desire to connect to subdivision off Mount Hope Road and to new Henry Ford Allergiance Health care facility planned near I-94.
<b>Ownership</b>	Mainly right-of-way with some private property owners. May require easements with adjacent property owners.
<b>Topography</b>	Soils, utilities and vegetation
<b>Bridges + Boardwalks</b>	Bridge crossing I-94
<b>Road Crossings</b>	Railroad crossing and minor road crossings
<b>Existing Structures</b>	Nothing significant
<b>Magnitude of Cost</b>	\$4.66 Million (Further evaluation needed. Price could vary considerably due to easements.)

Jackson City + County Nonmotorized Plan

The Jackson City+ County Nonmotorized Plan was set up so portions of the plan could easily be extracted and included in local plans or grant applications.

## Positioning Priority Projects for Implementation

While project phasing and project budgets have always been a part of our implementation plan, we have started taking things to the next step. We are structuring our plans such that small sections can be extracted and stand on their own to support a specific project and/or be used in a grant application.

While our plans typically touch most every public right-of-way and public land in a community, we recognize that people need something specific to come out of the plan as well. Signature projects that epitomize what the plan is working to accomplish. For these signature projects we take planning to the next level, working out the details and creating specific illustrations. These become the elements that people rally behind.

For funding, we set up spreadsheets that match various federal, state, local, and private funding sources to the type of work they typically fund, set up qualifying and competitive matches, and reasonable asks. This gives the client the tools they need to sit down with funders and layout a multi-year implementation strategy.

The goal is to create a plan that gets implemented. We have found that too many and too complex recommendations can become overwhelming and shut things down. Transportation is a rapidly changing field and best practices today are very different than they were 10 years ago. For this plan, implementation will focus on the next five to seven years.



Our job is to share what is possible, listen to what is desired, and give physical form to what the community wants. We measure our success by how well the community feels we listened and responded.

## Project Understanding

We understand that this project is to update the existing 2011 Non-motorized Plan to reflect current best practices as well as present community priorities. Much has changed over the past dozen years and this plan will focus on those issues. This effort will not redo every single analysis, map, and guideline prepared in the original plan. Rather it will address those areas, facilities, guidelines, and community priorities that have changed.

Since the plan was created in 2011, many new excellent guidelines and resources have been created by SEMCOG, AASHTO, FHWA and NACTO. We will reference those resources and guidelines rather than replicate them where appropriate. This will allow us to take a deeper dive into Novi specific issues and solutions. Based on updates that we have done to previous plans, you will find a more concise, easier to reference, and more graphic document that clearly outlines next steps.

We also understand that the city is looking for a data-driven plan that can be used to support and inform the yearly ranking of sidewalk, pathway, and other nonmotorized improvements.

# SCOPE OF WORK

The scope of work has been divided into five major phases and includes all the elements in the RFP:

- 1** Existing System and Plan Evaluation
- 2** Issues, Opportunities, and Goals
- 3** Preliminary Plans
- 4** Community Feedback and Priorities
- 5** Plan Refinement and Implementation Strategy

For each phase, the key sub-tasks are listed.



# 1 EXISTING SYSTEM AND PLAN EVALUATION

The purpose of this phase is to understand what elements have changed since 2011. This includes an update of existing conditions, current mobility patterns, planned projects, and current deficiencies and opportunities.

## 1a. Project Initiation

- **Start-up meeting with City Staff** to gather base information and existing plans; evaluate the existing nonmotorized plan; identify project goals and objectives; refine the public engagement plan; and set up meeting dates for the entire project.
- **Geographic information system setup** and update our GIS database to incorporate the latest information available from the region, county, and city incorporating the datasets used to rank sidewalk and nonmotorized improvements as well as segment identifiers.
- **Establish project website**, WalkBike.Info/Novi, that will serve as an information sharing portal for the project.

## 1b. Land Use, Travel Patterns, and Safety Assessment

- **Update analysis of traffic generators and mobility patterns** including key destinations, population densities, Strava data, and existing and proposed land uses that help identify relative demand for pedestrian, bicycle, micromobility, and transit connections. We will use SEMCOG's demand maps for a base and then consider additional factors not accounted for in their analysis.
- **Evaluation of community demographics** to identify populations most likely to rely on public transportation, walking, and bicycling as their primary modes of travel. We will use SEMCOG's Concentrations of Equity Populations Map as a base and then factor in additional census information.
- **Inventory of existing facilities and proposed improvements** in the city as well as the surrounding areas with a focus on regional trail connections.
- **Analysis of pedestrian and bicycle crashes** that looks beyond the obvious to identify the underlying causes of the crashes and crash patterns including analysis of the economic and comprehensive costs of pedestrian and bicycle crashes. We will use SEMCOG's crash data and Michigan Traffic Crash Facts.

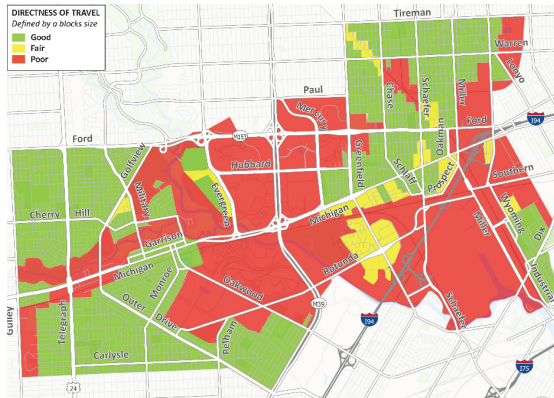
## 1c. System Analysis

- **Corridor evaluations** using the corridor classifications from the 2011 as a starting point, evaluate the existing and proposed road configurations to see if the classifications still make sense and evaluate how well they serve their intended purpose when compared to the Land Use, Travel Patterns, and Safety Assessment elements from task 1b. Evaluate how the corridor classifications may be modified or changed to incorporate future transit needs, incorporate infrastructure related to connected and autonomous vehicles, and changing demands of the curb zone. Identify corridor safety deficiencies, network gaps, and relative demand.
- **Neighborhood connector and off-road trail** evaluations using the 2011 plan as a starting point, identify progress and issues related to the implementation of the plans, critical gaps in the system, and relative demand of planned segments.
- **Policy, program, and metric evaluations** determine progress on the proposed policies, programs, and metrics included in the 2011 plan, identify successes, issues, areas for improvement, and potential new areas to address.

## Deliverables:

- Start-up Meeting with Client/Project Manager
- Walkable Novi Committee Meeting
- Inventory and Analysis Report
- Project Website
- Meeting with Technical Advisory Committee

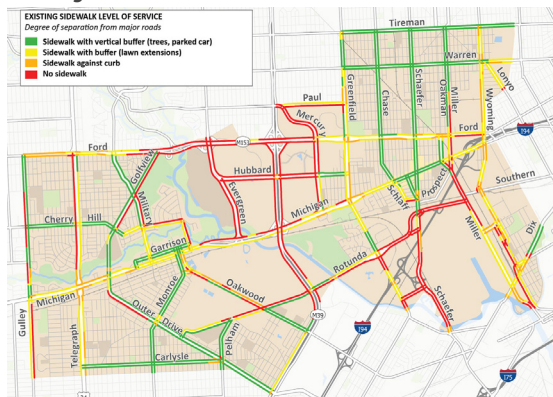
### Block size analysis



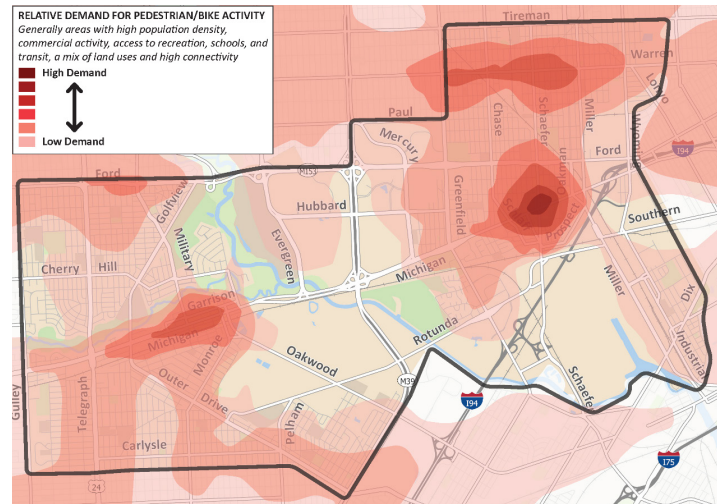
### Recommended Crosswalk Types of Existing Roadways



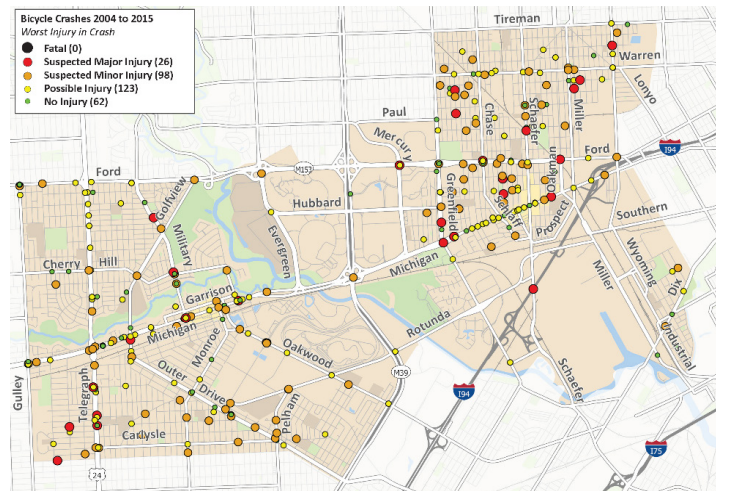
### Existing Sidewalk Level of Service



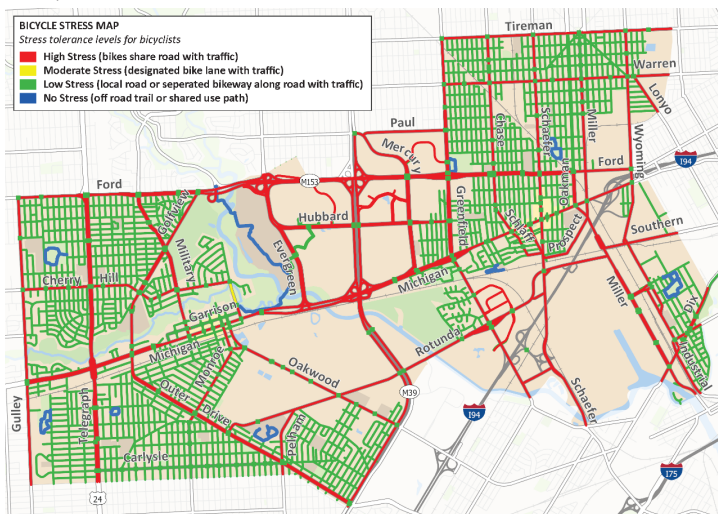
## Demand for Ped/Bike Activity



## Bicycle Crashes



## Bicycle Stress Map



## 2 ISSUES, OPPORTUNITIES, AND GOALS

The purpose of this task is to tap into the wealth of knowledge and ideas that residents, community organizations, and businesses have regarding issues that should be addressed and gather ideas for desired improvements.

### 2a. Input Maps, Surveys, and Promotion

- **Prepare matching paper and web-based surveys** to evaluate the current nonmotorized system and identify what elements need to be updated in the new plan.
- **Prepare web-based input maps** where people can provide specific place-based feedback and identify new facilities that they would like to see.
- **Prepare social media kits** to be used by the city, partner organizations, news outlets and the social media connections of the Walkable Novi Committee to promote opportunities for public input.

### Deliverables:

- Paper Survey and Input Map
- Digital Survey (using Survey Monkey) and Crowdsourcing Map (using Community Remarks)
- Social Media Kit
- Four Focus Group Meetings
- Summary Infographic
- Public Engagement Data
- Meeting with Technical Advisory Committee

### 2b. Input Events

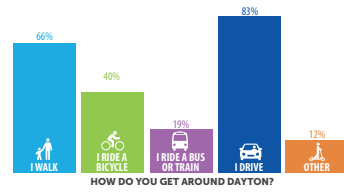
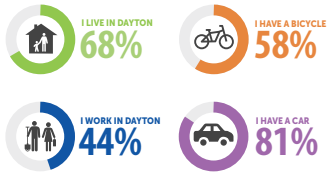
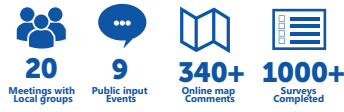
- **Focus group meetings** - four hour-long discussions with stakeholders will be conducted via web or in-person meetings. Each meeting will focus on a different theme. Preliminary focus group themes are: Health, Regional Connections, Business Community and Walking/Biking/ Micromobility. The themes and composition of the stakeholders for these meetings will be determined in conjunction with City Staff. The meetings will include a project overview, a workshop exercise to gather input, and information on promoting the online survey and map. Invitations would be sent directly to key stakeholders and the public would be welcome to attend. If an existing organization provides the same perspective, we will explore being a part of their existing meeting rather than convening a special focus group.
- **Meeting toolkits** - city staff and the Walkable Novi Committee will be provided with a meeting kit that may be used with additional groups if desired. The kit would include paper surveys, input map, handouts with QR codes and links to online input, and a PowerPoint presentation.

### 2c. Input Summary

- **Input infographic** - a one- or two-page summary graphic will summarize the key findings of the input. This will be shared with all the participants in the public engagement that shared their email.
- **Public engagement data** - documentation, and data of all the input received. This will include a PDF summary of survey data, survey data in a spreadsheet, and KML and spreadsheet data of crowdsourcing map input.

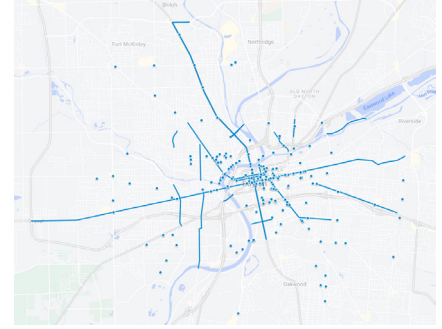
# DAYTON

## Active Transportation Plan



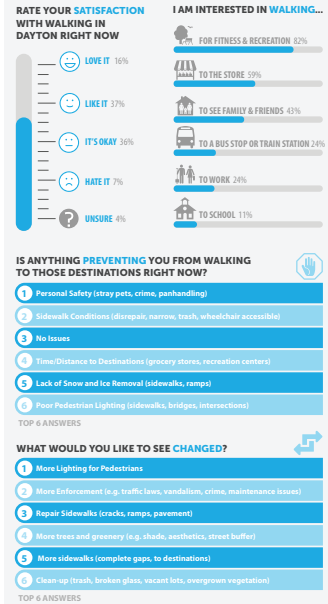
## Specific Places

A crowdsourcing map was used to collect over **350 comments** on specific places. Input was fairly **centralized** with more comments in **higher density areas**. The input data is very specific to individual places and should be reference as specific area and corridor plans are developed. Many of the comments **reflect the survey**, with concerns about safer walking/bicycling facilities and maintenance issues.



Crowdsourcing Map Link: [https://www.google.com/maps/d/uu/0/edit?mid=1MyMCepp\\_luRTTHu1n3vju9nwd0lPbnc&usp=sharing](https://www.google.com/maps/d/uu/0/edit?mid=1MyMCepp_luRTTHu1n3vju9nwd0lPbnc&usp=sharing)

## People Walking... running, in a wheelchair, pushing stroller, etc.



## People Riding... bike, scooter, skate, etc.



## Other Observations:

- RETIRED**  
Health is a top issue preventing people from walking
- AFRICAN AMERICAN OR BLACK**  
Lower % of respondents that:  
Have a car 75% vs 82%  
Have a bike 40% vs 58%  
Ride a bike 16% vs 40%  
Walk 48% vs 65%  
Traffic and missing sidewalks are top issues preventing people from walking
- USE A MOBILITY AID**  
Higher % of respondents that:  
Ride the bus or train 49% vs 19%  
Lower % of respondents that:  
Have a car 47% vs 82%  
Have a bike 32% vs 58%  
Drive a car 45% vs 83%  
Ride a bike 14% vs 40%  
Health is a top issue preventing people from walking
- WEST DAYTON (ZIP CODE 45417)**  
This area has a large African American population and has fewer bicycle and pedestrian facilities  
Lower % of respondents that:  
Have a car 72% vs 82%  
Have a bike 33% vs 58%  
Ride a bike 14% vs 40%  
Walk 44% vs 64%  
Lower rate of satisfaction with walking  
Health is a top issue preventing people from walking
- ENGLISH IS A 2ND LANGUAGE**  
Higher % of respondents that:  
Ride the bus or train 31% vs 19%  
Lower % of respondents that:  
Have a car 47% vs 82%  
Have a bike 33% vs 58%  
Drive a car 49% vs 83%  
Ride a bike 28% vs 40%  
Walk 40% vs 60%  
Higher rate of satisfaction with riding a bicycle
- UNDER THE AGE OF 16**  
Higher % of respondents that:  
Have a bike 69% vs 58%



# 3 PRELIMINARY PLANS

Preliminary recommendations will be guided by the public engagement combined with the inventory and analysis. The preliminary plan will be very graphic with annotated illustrations of the types of improvements that are proposed. The preliminary plan will be in the format of large display boards and a presentation. The preliminary plan will reference the public engagement that led to the proposals.

## 3a. Nonmotorized Network

- **Network vision** that will show road corridors by classification, neighborhood connections, and the off-road trail network. This will include key connections to regional trails and destinations in adjacent communities.
- **Implementation framework** that will show CIP integration opportunities and a data-driven process to prioritize nonmotorized road corridor improvements and off-road trail segments that may be used in the city's yearly sidewalk and trail ranking.

## 3c. Corridor Concepts and Implementation Tools

- **Annotated nonmotorized corridor concept plans** will be prepared that correspond with the nonmotorized network vision. These plans will illustrate how all of the various updated design guidelines should be applied to specific corridor and land use scenarios found in Novi, including how future transit, autonomous and connected vehicles, multi-modal hubs, changing demands on the curb zone, and green infrastructure elements can be incorporated. These plans will be a significant expansion in detail than the corridor concept plans in the existing nonmotorized plan.
- **Complete streets implementation tool** that works in tandem with the Annotated Nonmotorized Corridor Concept Plans. This will include a checklist that can be used to evaluate corridor improvements to make sure the goals and objectives are being achieved.

## 3b. Policy, Program, and Evaluation Recommendations

- **Recommend public policies** based on best practices that the City and County should incorporate in the near term.
- **Recommended promotional programs** and partnerships to encourage safe and active transportation.
- **Recommended evaluation approaches** to track progress and guide future improvements including a nonmotorized community dashboard tool to continually monitor progress.

## Deliverables:

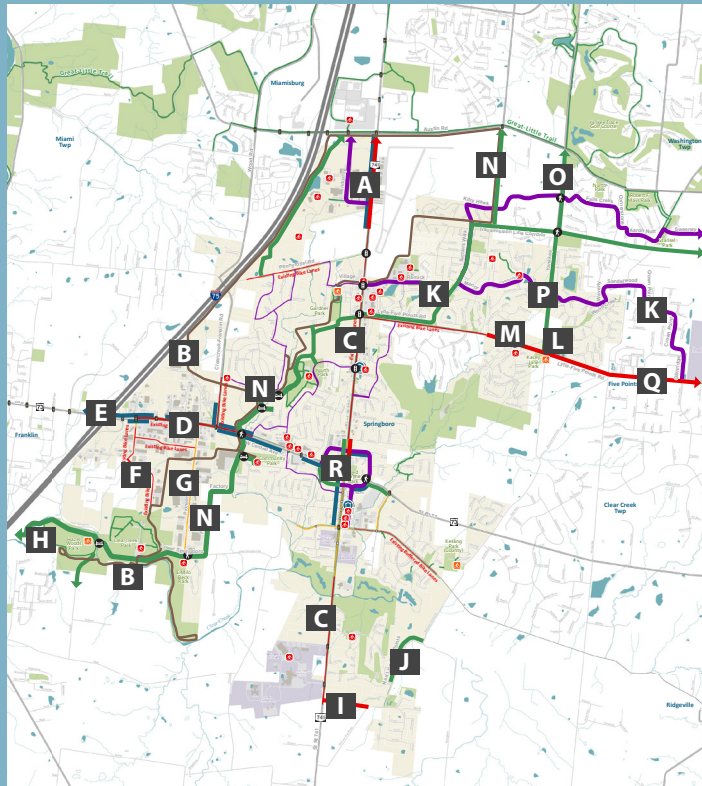
- Preliminary Plan Large Format Display Boards
- Preliminary Plan Presentation
- Updated Website
- Meeting with Technical Advisory Committee
- Walkable Novi Committee Meeting



### Family Friendly Bike Routes

- 1 Sidewalk
- 2 Separated Bike Lane
- 3 Lighting roadway and sidewalk/bike lane
- 4 Narrow two-lane roadway
- 5 Planted lawn extension with rain garden

## Nonmotorized Network Map



### Bikeways

- Existing Planned
- Bike Lanes
- N/A Paved Shoulder
- N/A Shared Lane Marking
- Signed Bike Route

### Pathways + Trails

- Existing Planned
- Paved Shared-use Path
- Unpaved Trail
- Sidewalk

### Places

- Parks
- Schools
- Water
- City Boundary
- Buildings
- Parking Lots

### Points of Interest

- Signalized Intersection
- Pedestrian Crosswalk
- SPARC and Go
- Bike Parking (existing)
- Bike Parking (planned)
- Proposed Intersection Improvement
- Proposed Bike/Pedestrian Bridge
- Proposed Mid-block Crosswalk

### Map Notes:

- A** SR 741: Work with township to extend bike lanes north on existing shoulder
- B** Mountain Bike Trail: provide a mountain bike trail that links city parks (may need to work with private property owners on trail alignment)
- C** SR 741: Upgrade to separated bike lanes (currently 10' bike lane on each side)
- D** SR 73/West Central Ave: Upgrade to separated bike lanes
- E** Crossing I-75: Work with Franklin to provide sidewalk connection across I-75; sidewalk on north side of SR 73 to avoid free-flow ramps
- F** Advanced Drive: Remove signed bike route once greenway has been implemented
- G** South Pioneer: Planned bike lanes for 2020
- H** Hazel Woods Park: Work with City of Franklin to provide trail connection on the city's right-of-way between Gorsuch Road and Hazel Woods Park
- I** New Development: Provide bicycle connection between Red Lion-Five Points and SR 741 with new development
- J** Red Lion-Five Points: Provide pathway with new development
- K** Signed Bike Route: Provide signed bike route connecting neighborhoods in northeast area of city
- L** Lytle-Five Points Road and Yankee Road: Add bike lanes
- M** County Club Lane: Add rectangular rapid flash beacon with crossing island on west side of intersection
- N** Central Greenway: See Page 20 for details on proposed greenway
- O** Yankee Road: Work with township to provide pathway along east side of Yankee Road north of Waterbury Woods Drive
- P** Springs Blvd: Add rectangular rapid flash beacon on south side of intersection
- Q** Lytle Five Points Road: Work with township to continue bike lanes on Lytle-Five Points Road
- R** Urban Village District: See detail map for recommendations on Page 42

# 4 COMMUNITY FEEDBACK AND PRIORITIES

The purpose of this phase is to gather input on the preliminary plans and identify priorities for implementation.

## 4a. Preliminary Plan Feedback

- **Prepare matching paper and web-based surveys** that gather general feedback on the satisfaction with the preliminary plan, specific changes that would like to see incorporated, and identification of priorities.
- **Prepare social media kits** to be used by the city, Walkable Novi Committee members, and others in the promotion of public engagement events and opportunities.

## Deliverables:

- Paper Survey and Digital Map (using Survey Monkey)
- Social Media Kit
- Four Focus Group Meetings
- Summary Infographic
- Public Engagement Data
- Meeting with Technical Advisory Committee

## 4b. Preliminary Plan Events

- **Focus Group Meetings**, four hour-long discussions with stakeholders will be conducted via web or in-person meetings. Each meeting will focus on a different theme. The focus groups will be the same as conducted in phase 2. The meetings will include a project overview, a workshop exercise to gather input, and information on promoting the online survey and map. Invitations would be sent directly to key stakeholders and the general public would be welcome to attend.
- **Meeting Toolkits**, city staff and the Walkable Novi Committee will be provided with a meeting kit that may be used with additional groups if desired. The kit would include paper surveys, input map, handouts with QR codes and links to online input, and a PowerPoint presentation.

## 4c. Preliminary Plan Input Summary

- **Input Infographic**, a one- or two-page summary graphic will summarize the key findings of the input. This will be shared with all the participants in the public engagement that shared their email.
- **Public Engagement Data**, documentation and data of all the input received. This will include a PDF summary of survey data, survey data in a spreadsheet, and KML and spreadsheet data of crowdsourcing map input.

# METROPARK TO STATE PARK CONNECTOR PUBLIC ENGAGEMENT



**4**  
public input  
events



**28**  
online map  
comments



**1000+**  
surveys  
completed

## WOULD YOU USE THE CENTRAL ROUTE?

SELECT ALL THAT APPLY



**51%** YES FOR WALKING



**90%** YES FOR BIKING

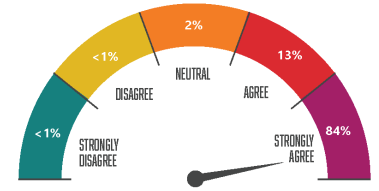


**40%** YES FOR RUNNING



**8%** YES (OTHER)

## IT IS IMPORTANT TO PROVIDE A TRAIL CONNECTION BETWEEN THESE FOUR PARKS



**ABOUT 1%**  
Question the  
importance of the  
trail connection

**NEARLY 97%**  
Agree or strongly agree  
that a trail connection is  
important

## WHAT DO YOU LIKE ABOUT THE CENTRAL ROUTE?



- 1 Provides a Safe Route
- 2 Connects All the Parks
- 3 Direct Connection
- 4 Connects to Existing Trails
- 5 Easy and Efficient
- 6 Safe Crossing at US-23
- 7 Neighborhood Access
- 8 Avoids Expressway Roundabouts
- 9 Path Separated from Road
- 10 Option for Longer Rides/Trips
- 11 Location
- 12 More Nonmotorized Routes

TOP 12 ANSWERS

## WHAT DO YOU DISLIKE ABOUT THE CENTRAL ROUTE?



- 1 Nothing
- 2 Along Major Roadway with Traffic
- 3 Need Path Separated from Road
- 4 Maltby is a Busy Road
- 5 Need Connection to Brighton
- 6 Need Connection to Lakelands Trail
- 7 Route into Huron Meadows
- 8 It is Not Built Yet
- 9 Cost
- 10 Ends too soon at Brighton Rec Area
- 11 Expressway Roundabouts
- 12 Disrupt Rural Feel

TOP 12 ANSWERS

## WHAT WOULD YOU CHANGE ABOUT THE CENTRAL ROUTE?



- 1 Nothing
- 2 Separate Path from Road
- 3 Connect to Brighton
- 4 Connect to Lakelands Trail
- 5 Loop in Huron Meadows
- 6 Bike Lanes
- 7 Paved Pathway
- 8 Avoid Major Roadways
- 9 Connect to Bishop Lake
- 10 Build More Trails
- 11 More Trail Amenities
- 12 Loop Routes

TOP 12 ANSWERS

## TELL US ANYTHING ELSE YOU FEEL IS IMPORTANT:



- 1 We Love It
- 2 Please Built It
- 3 Safety is Key
- 4 Added Value to Community
- 5 Separate Path from Road
- 6 Build More Trails
- 7 Thank You
- 8 More Trail Amenities
- 9 Connect to Lakelands Trail
- 10 Signs and Wayfinding
- 11 Paved Trails
- 12 Wide Trails

TOP 12 ANSWERS





# 5 PLAN REFINEMENT AND IMPLEMENTATION STRATEGY

The purpose of this phase is to compile and refine all the materials previously developed, create an action plan for implementation, and take the plan through the approval process. The plan will be heavy on graphics and easy to understand by the general public. While analysis and public engagement will be summarized in the report, detailed information on the same will be available in a digital appendix for those who wish to dig into the subjects further.

## 5a. Refine Plan Elements Based on Input

- **Nonmotorized Network**
- **Corridor Concepts and implementation Tools**
- **Policy, Program, and Metric Recommendations**

## 5b. Implementation and Funding Strategy

- **Prepare Funding Strategy** for the Implementation Framework.
- **Outline the Rolls and Responsibilities** of key parties involved in the Implementation Framework.
- **Prepare Annual Maintenance and Operations Cost**, including recommendations for a maintenance plan.

## 5c. Finalize and Adoption Process

- **Prepare Draft Master Plan, Executive Summary, and Overview Map** for review by city staff and Walkable Novi Committee.
- **Revise Draft Materials** based on input.
- **Update the Project Website with Draft Master Plan, Executive Summary, and Overview Map.** Notify people who provided emails that a draft plan has been completed and encourage their involvement in the plan adoption process.
- **Present** to Planning Commission and City Council for final adoption.

## Deliverables:

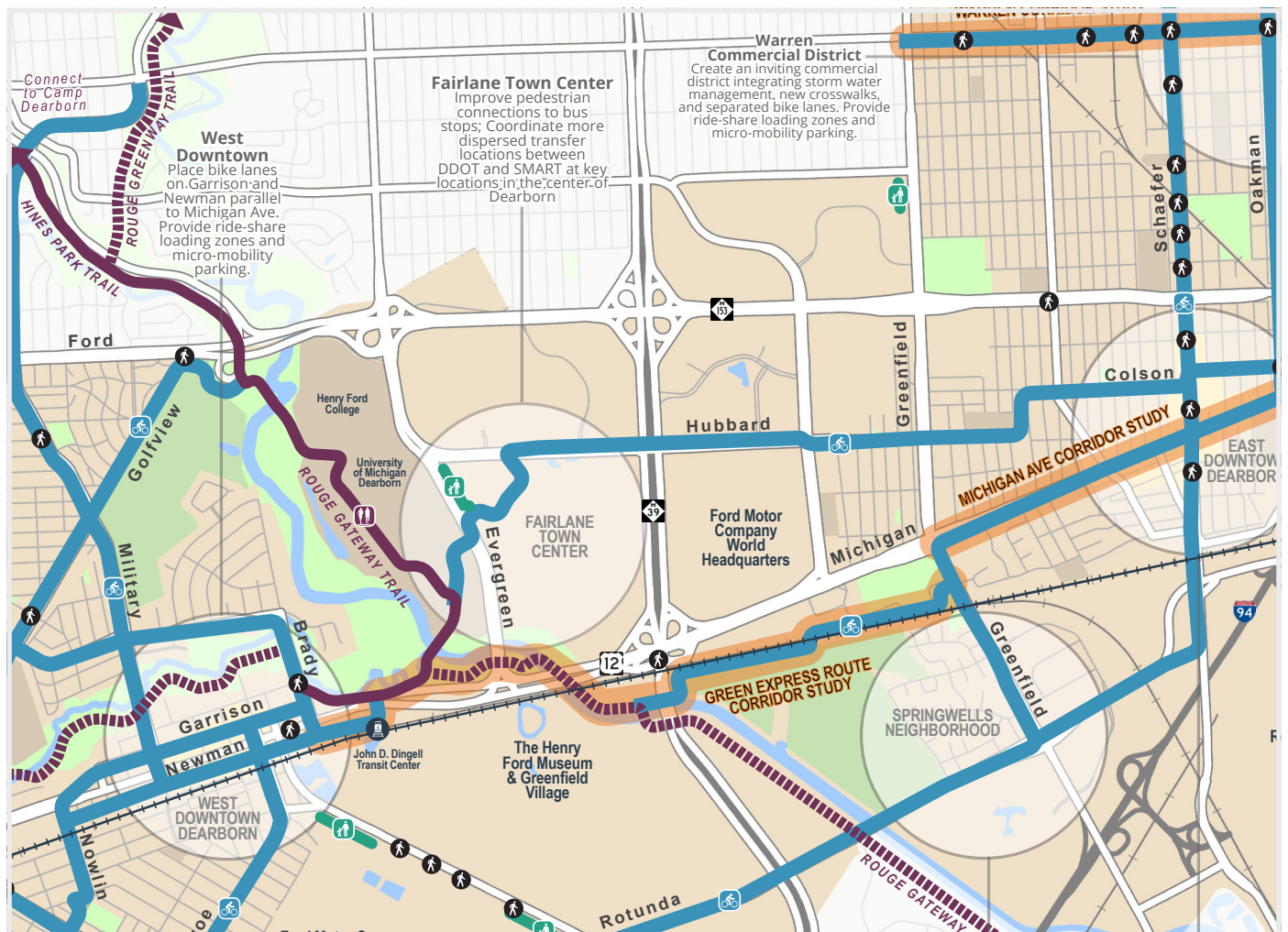
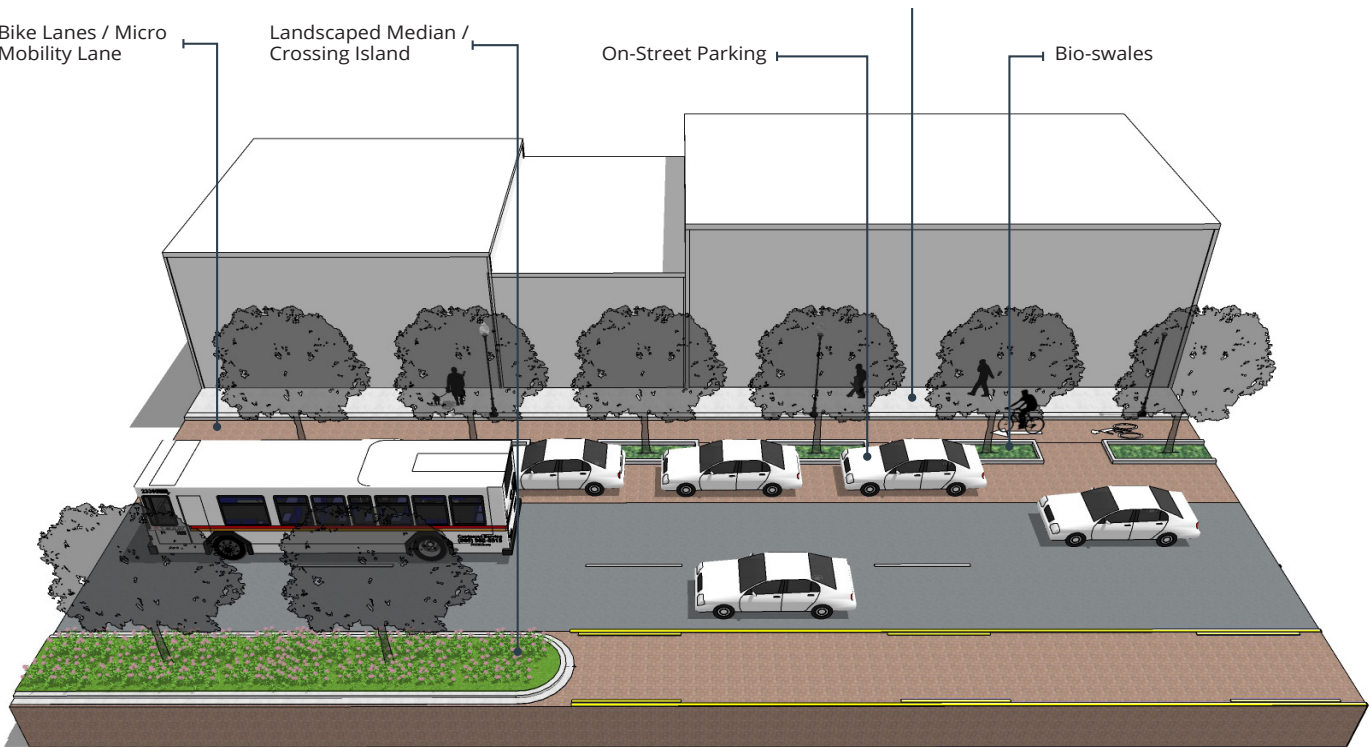
- Master Plan Report in Adobe PDF format and one unbound copy suitable for reproduction
- Executive Summary in Adobe PDF format and one unbound copy suitable for reproduction
- Non-motorized Overview Map in PDF format and one printed and mounted large format map for presentation use
- Updated Website
- Geographic Information System files in ArcGIS format
- Planning Commission Presentation
- City Commission Presentation
- Report source files in Adobe InDesign format
- Photograph database
- Meeting with Technical Advisory Committee
- Meeting with Walkable Novi Committee

Bike Lanes / Micro Mobility Lane

Landscaped Median / Crossing Island

On-Street Parking

Bio-swales



# COMMUNICATION AND COORDINATION

## Coordination

When a community puts its trust in us, we take that responsibility very seriously. The greatest complement we receive from the communities that we work with is, "You listened." We like to see ourselves as an extensions of your staff that help give form to your vision. The following list identifies tasks where city staff will be integral to the process.

- Kickoff meeting with city staff to refine schedule, discuss project goals and provide feedback on current nonmotorized plan.
- Three meetings with Walkable Novi Committee at key junctures of the project to provide feedback, guide the process, and help promote public engagement.
- Five meetings with the Technical Advisory Committee to keep the project on track.
- Identification of key stakeholders, city staff, and community representatives to participate on technical advisory committee and focus group meetings.
- Use of city contact lists, communication tools, and social media networks to promote public engagement opportunities.
- Assistance with scheduling and providing meeting space for in-person meetings
- Reviewing draft reports, maps, public engagement materials, and website postings.
- Collaborating on format/structure of final report to fit the needs of the City.

## Data Requests

- Status of current and upcoming CIP projects.
- Existing plans and studies that relate to the nonmotorized network.
- GIS data (existing and planned nonmotorized routes, crosswalk and intersections, road width/speed/traffic volume, park and open space, points of interest, unpaved roads, planning and zoning, natural features, etc.)
- Sidewalk and Nonmotorized Prioritization spreadsheets and GIS data.

## Primary Contact

Norman Cox, President  
The Greenway Collaborative, Inc  
102 Nickels Arcade,  
Ann Arbor, MI 48104  
734-668-8848 ex. 1  
norm@greenwaycollab.com

# PUBLIC PARTICIPATION AND TEAM MEETINGS

## Public Participation

As we head into the winter months and peoples comfort levels vary regarding indoor events, we think a series of virtual focus groups targeting specific stakeholder groups paired with online input will be most successful. We have found this to be a successful strategy over the past few years. This approach gathers more input and reaches a wider range of the population compared to traditional methods.

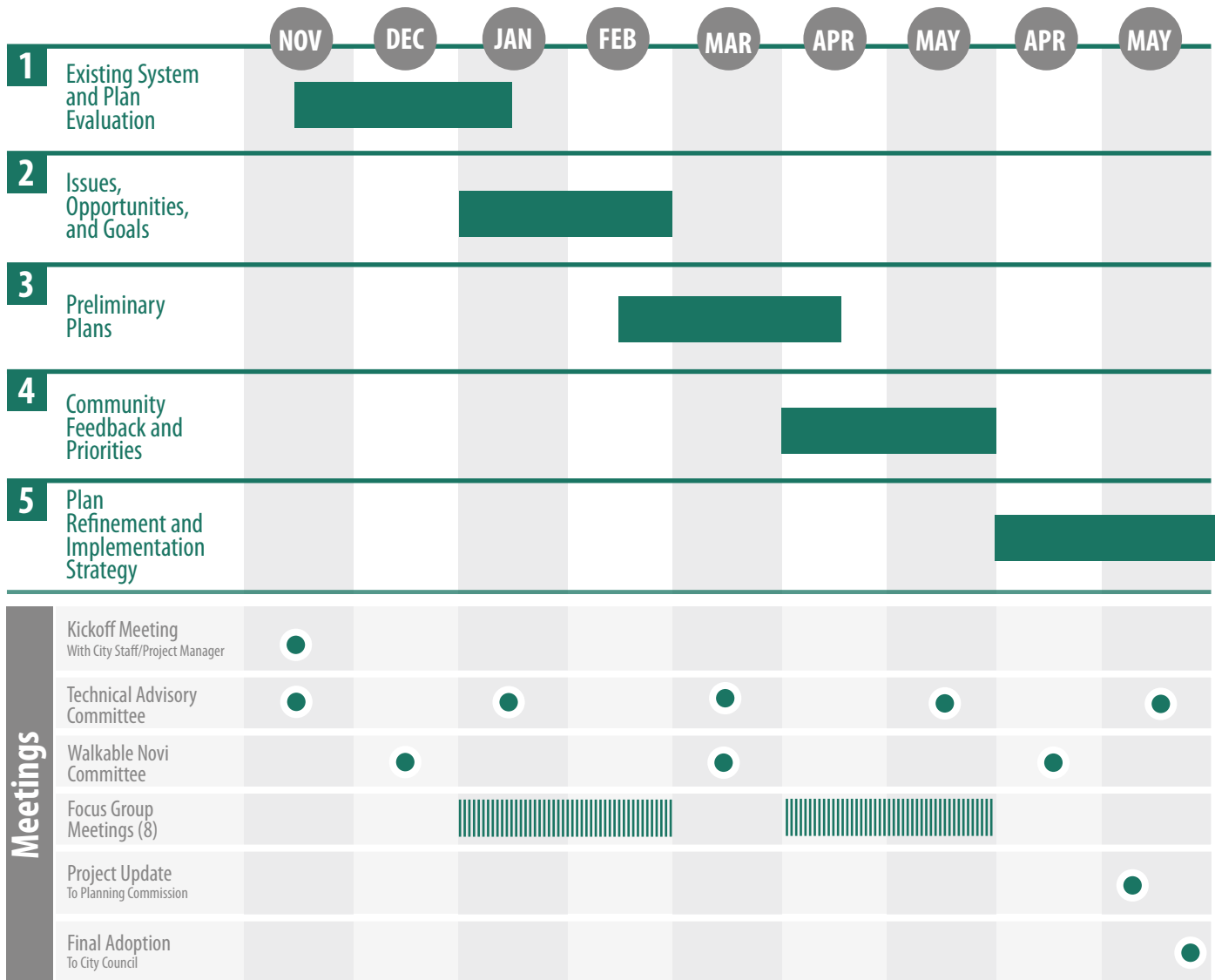
Public Outreach will focus on reaching a broad cross section of the community. Findings from the inventory and analysis stage will be used as a guide to reach out to underserved populations, such as those with limited mobility. The goal is to understand what is inhibiting nonmotorized trips, make sure proposed solutions will work for the users and build a constituency for the plan so that it gets implemented.

## Outreach and Tools

Below is an overview of tools that will be used to solicit public input.

- **The Project Website** will be hosted at WalkBike.Info/Novi. This site will serve as the information clearing house for the project and the landing page to promote web surveys and input maps.
- **Web Meetings** will be hosted on Google Meet, which offers collaborative tools, recordings, polling for real-time decision-making, and breakout rooms. Meeting will be 1-2 hours in length and will typically include a presentation and input session. Digital whiteboards and virtual sticky notes may be used to record input during web meetings.
- **A Web Survey** will be prepared for each input session using Survey Monkey. The survey will be brief, graphic rich, include multiple choice and open ended questions. We will work with you to craft a survey that can be quantified and used as a decision-making tool. A hard-copy version of the survey will also be prepared and all input will be combined.
- **A Web-based Input Map** will be prepared using Community Remarks. The web-based map is based on Google Maps which is familiar to many users. It allows for feedback on comments, use of various base maps and the ability to switch to street view. The focus of this application is to get place specific input that can be references as specific area and corridor plans are developed. The end product includes GIS compatible data and a PDF that documents all comments.

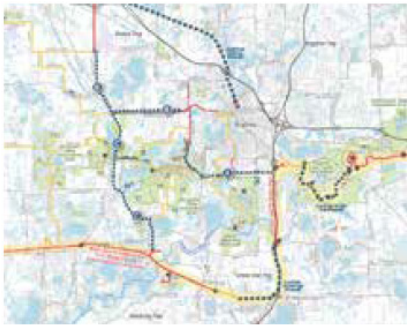
# PROPOSED SCHEDULE AND MAJOR MILESTONES



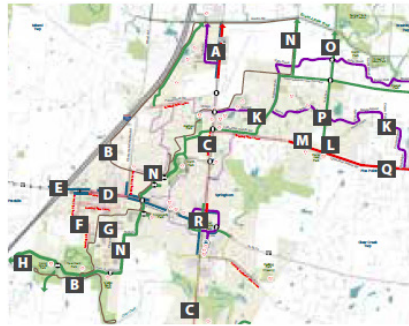
The Greenway Collaborative has available staff capacity to perform the scope of work in the presented time within normal working hours with additional capacity in reserve.

# PREVIOUS WORK SAMPLES

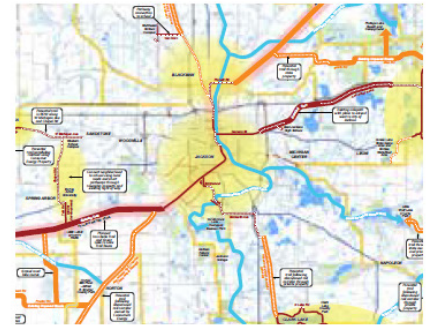
**Multimodal Experience.** The Greenway Collaborative, Inc has worked on over 30 multimodal transportations studies and plans in Michigan and Ohio. Visit our website at [www.greenwaycollab.com](http://www.greenwaycollab.com) to learn about our past projects and download reports.



*Livingston County Trails Plan*



*Springboro Bicycle + Pedestrian 2020 Plan Update*



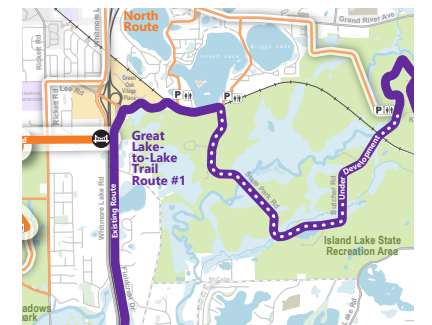
*Jackson City + County Nonmotorized Plan*



*Iron Belle Trail Routing & Feasibility Study*



*Dearborn Multimodal Plan*



*Metropark to State Park Connector Study*

Range of Clients	MDOT, Region, County, Large Community, Small Community, Universities, Nonprofits, Health Departments
Types of Work	Corridor, City, County, and Regional Level Planning
Fee Range	\$9,000 to \$200,000

The following pages highlight 3 previous work samples with similar scope.

# City of Dearborn Multimodal Plan

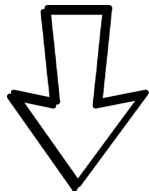
The City of Dearborn Multimodal Plan will help define current and future community needs and desires for people who walk, bike, ride, and drive. The plan will be used by the city to respond to the growing demand for alternative forms of travel and to promote safe and comfortable transportation options throughout the City.

The planning process was structured to create a transportation plan that puts people first. A robust public engagement plan was undertaken to reach out to minority groups across the community in different languages and cultures.

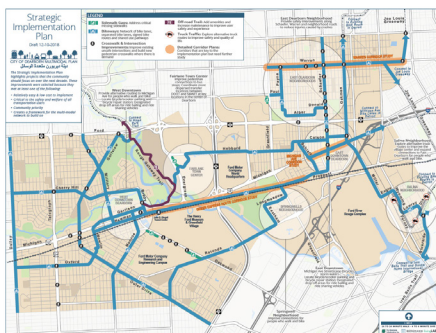
The plan is both visionary and pragmatic with both near-term recommendations and a long-term vision that reflects desires and priorities driven by stakeholder input. Flexibility is built into the plan given the rapidly changing nature of transportation.

Client	City of Dearborn 16901 Michigan Ave Dearborn, MI 48126
Contact	Mohamed Ayoub, Project Manager and former Senior Planner for City of Dearborn (734) 467-3210 (City of Westland, MI) ayoubmoh66@gmail.com  Kaileigh Bianchini (current contact) kbianchini@ci.dearborn.mi.us
Sub-Consultant	Bergman Associates (Timothy Likens and Brandon Hayes) & livingLab
Dates	2018 to 2019
Budget	\$179,835
Personnel	Norman Cox & Carolyn Prudhomme

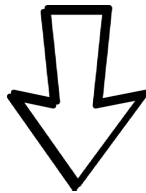
## Immediate Focus



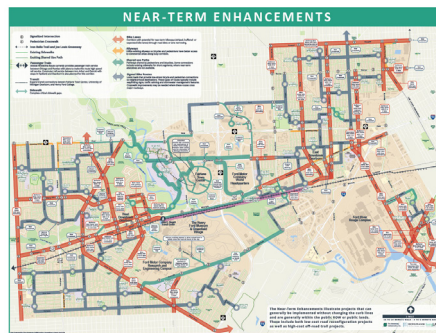
### 1 Strategic Implementation Plan



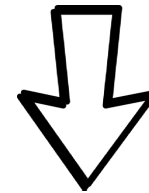
## Implement As Opportunities Present Themselves



### 2 Near-Term Enhancements



## Incorporate Into Major Construction Projects



### 3 Long-Term Vision



Project implementation phasing that establishes a functioning network quickly, identifies easy to implement projects with road resurfacing or restriping, and sets a long-term vision for road reconstruction projects

**Minimum**

Used on lower speed and volume roads where space is limited.

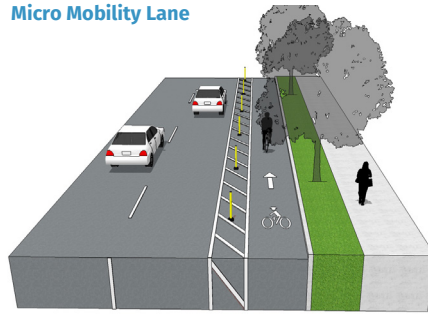
**Basic Bike Lane Or Micro Mobility Lane**



**Better**

Often implemented with a road re-striping or resurfacing project

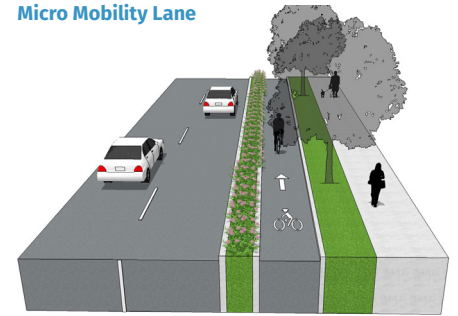
**Buffered Bike Lane Or Micro Mobility Lane**



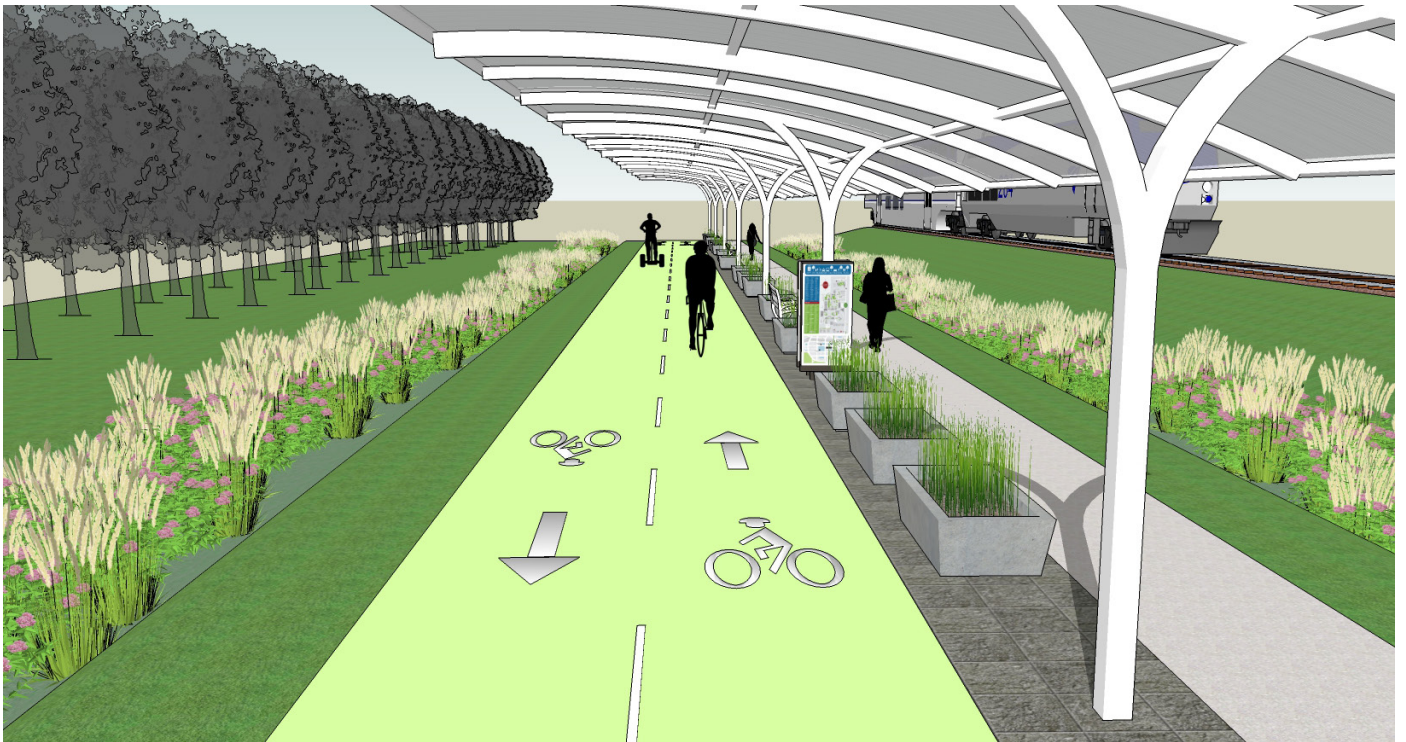
**Preferred**

Typically implemented as part of a road reconstruction project.

**Separated Bike Lane Or Micro Mobility Lane**



A goal of this plan is to remain flexible as the system and technology changes. Several of the recommended facilities can transition over time from relatively inexpensive and easy changes made with paint in the near-term to more expensive and complex changes that could be accomplished when done in concert with a more significant infrastructure project such as when a road is being completely rebuilt.



In response to the growing impacts of autonomous vehicles, an all-season community concourse for people who walk, bike or use micro mobility vehicles was proposed.

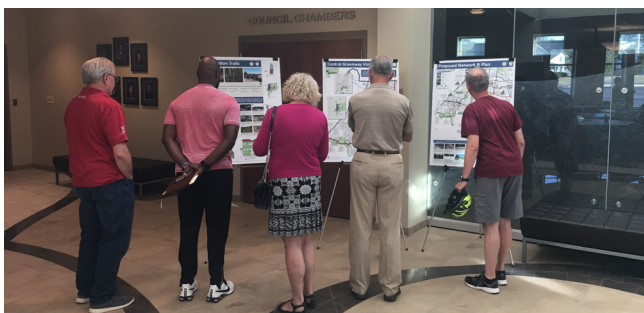


# Springboro 2020 Bicycle & Pedestrian Plan

Since the adoption of the 2013 Bicycle and Pedestrian Plan there were a lot of significant changes nationally, regionally, and locally that warranted revisiting the plan. The 2020 update of the plan identifies community priorities and provides detailed recommendations on where to focus future improvements.

The recommendations were based on input received from workshops, surveys, and online. The plan updates focused on expanding the existing bicycle and pedestrian network and providing more family-friendly routes and recreational opportunities. A central greenway was proposed to help connect the city's parks and provide a nonmotorized spine through the city. Additionally, specific park improvements, complete street improvements, and policy and programs updates were recommended.

The implementation plan breaks down the Central Greenway into 12 segments that include planning level cost estimates and detailed recommendations.



Client	City of Springboro 320 West Central Ave Springboro, OH 45066
Contact	Dan Boron danb@cityofspringboro.com 937-748-6183
Dates	2019 to 2020
Budget	\$49,595
Personnel	Norman Cox & Carolyn Prudhomme

TGC was also involved with the 2013 Bicycle and Pedestrian Plan and has been involved in continuing services every year which include:

- Sub-consultant on the City's Mater Plan
- Development and updates of the Biking in the Boro Pocket Guide
- Trail alignment and feasibility studies
- Cost estimates and implementation
- Bike route wayfinding and trail signage
- GIS and graphic support
- Trail marketing and branding
- Grant assistance

### Segment B: Clearcreek Park

Two options have been considered for the Greenway connection through Clearcreek Park. The preferred route recommends building a new 11' wide pathway through the middle of the park with a rectangular rapid flash beacon at W Lower Springboro Road to E Milo Beck Park and some minor road crossing at access roads within the park.

The alternative route would include widening the existing asphalt path that follows W Lower Springboro Road around the parks perimeter.

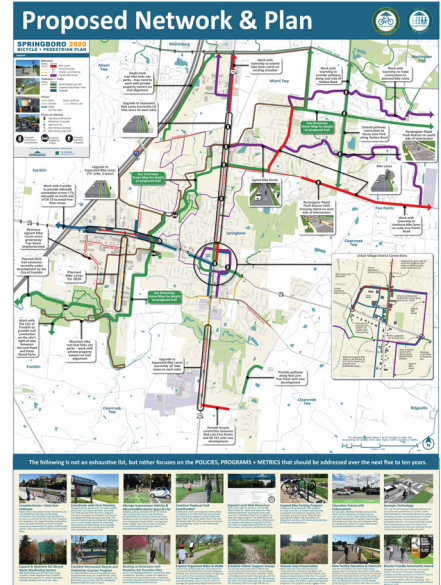
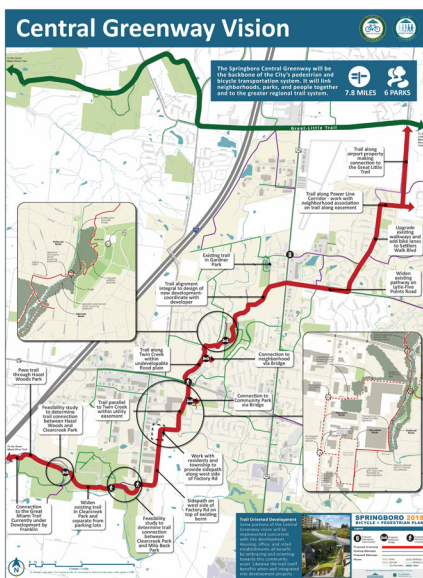
The advantage of the proposed routes is it would complement the existing walking path system giving the park users more walking and running options.



### Cost Estimate for Preferred Route

Item Description	Quantity	Unit	Unit Price	Cost
1 Site Clearing and Rough Grading	600	LF	\$10	\$6,000
2 11' Wide Asphalt Path, Base, and Grading	3,000	LF	\$75	\$225,000
3 Culvert Allowance	1	EA	\$5,000	\$5,000
4 Site Restoration and Landscaping	3,000	LF	\$10	\$30,000
5 Trail Amenities	3,000	LF	\$10	\$30,000
6 Crosswalk Markings & Signs	2	EA	\$2,500	\$5,000
<b>Subtotal of Construction Costs</b>				<b>\$301,000</b>
Contingency			20%	\$60,200
<b>Construction Total</b>				<b>\$361,200</b>
7 Engineering & Design			10%	\$36,120
8 Construction Administration			4%	\$14,448
9 Construction Observation			6%	\$21,672
<b>Subtotal of Total Soft Costs</b>				<b>\$72,240</b>
<b>Total Project Cost</b>				<b>\$433,440</b>

Trail segment pages structured to grant applications



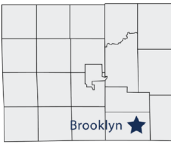
The infrastructure recommendations are organized into three areas; The Central Greenway Vision, Recreational Trails and Proposed Network

# Jackson City+County Nonmotorized Plan

Jackson City + County Nonmotorized Plan brings together many efforts that have taken place over the years and builds upon those plans to craft a compelling and implementable vision that reflects the community consensus.

The plan recommendations are based on the input received during two robust public engagement sessions that included workshops across the county, surveys, and online options. The plan focuses on the links that connect communities and major destinations within the County as well as communities in adjacent counties. The plan strives to be visionary and pragmatic, understanding that feasibility and cost are key to implementation.

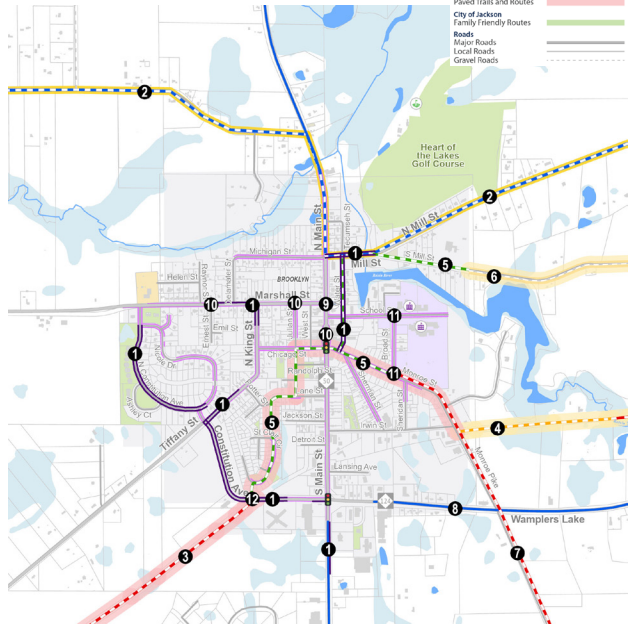
Client	Region 2 Planning 120 West Michigan Ave, 9th Floor Jackson, Michigan 49201
Contact	Grant Bauman GBauman@mijackson.org 517-786-6711
Sub-Consultant	livingLab (Leah Groya)
Dates	2019 to 2020
Budget	\$99,965
Personnel	Norman Cox & Carolyn Prudhomme



**Brooklyn**

The Brooklyn area is an important anchor in the Greater Irish Hills region with a walkable downtown. It is within biking distance to Watkins and Hayes State Parks, Columbia Central High School and MIS.

## Brooklyn Nonmotorized Network



**Nonmotorized Network**

- Trail (paved)
- Trail (unpaved/gravel)
- Bike Lane/Paved Shoulder
- Signed Bike Route
- Sidewalk
- Footpath/Hiking Trail

**Regional Connectors**

- Priority Paved Shoulders
- Unpaved Trails and Routes
- Paved Trails and Routes

**City of Jackson**

- Family Friendly Routes

**Roads**

- Major Roads
- Local Roads
- Gravel Roads

**Priorities**

- Complete sidewalk gaps
- Improved crosswalks so they are ADA compliant and provide safe routes to schools
- Provide trail connections to Watkins Lake State Park, Hayes State Park, Columbia Central High School/Columbia Lake, Clark Lake Spirit Trail and the Michigan International Speedway

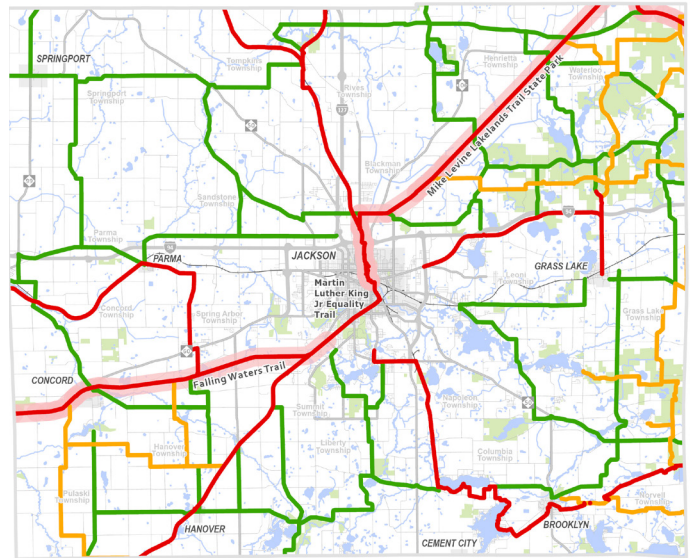
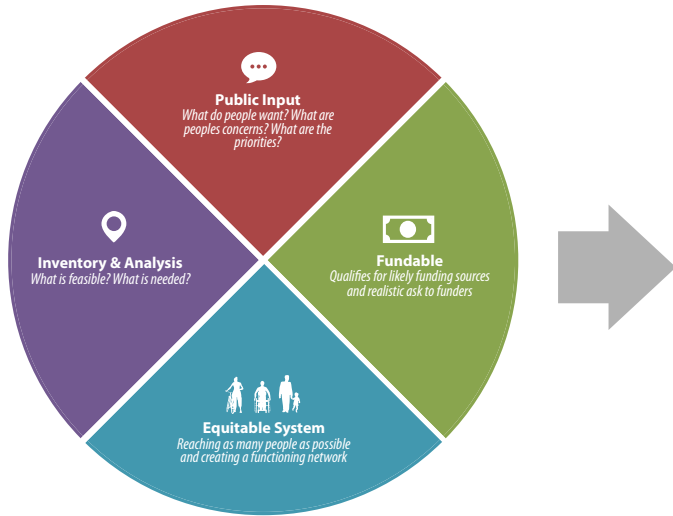
- 1 Complete sidewalk gaps on Mill, King, Marshall, Tiffany, Constitution, Water and S Main
- 2 Paved shoulder on Mill St/Case and Riverside
- 3 Trail following abandoned rail corridor, in private property, connecting to Columbia Central High School and Lake Columbia
- 4 Unpaved trail following abandoned rail corridor, in private property, connecting to Watkins Lake State Park
- 5 Bike route on local roads
- 6 Bike route on local roads
- 7 Sidepath along Monroe Pike connecting to the Michigan International Speedway
- 8 MDOT plans to provide enhanced paved shoulders on Wampiers Lake Road
- 9 Improve crosswalk - rectangular rapid flash beacon with in-road pedestrian signs
- 10 Improve crosswalk - detectable warning, curb ramps, high visibility markings, signs
- 11 Improve crosswalk - detectable warnings and in-road pedestrian signs
- 12 New crosswalk with in-road pedestrian signs



Main Street in Brooklyn

Report structured to have sections extracted and incorporated into local plans and support specific projects

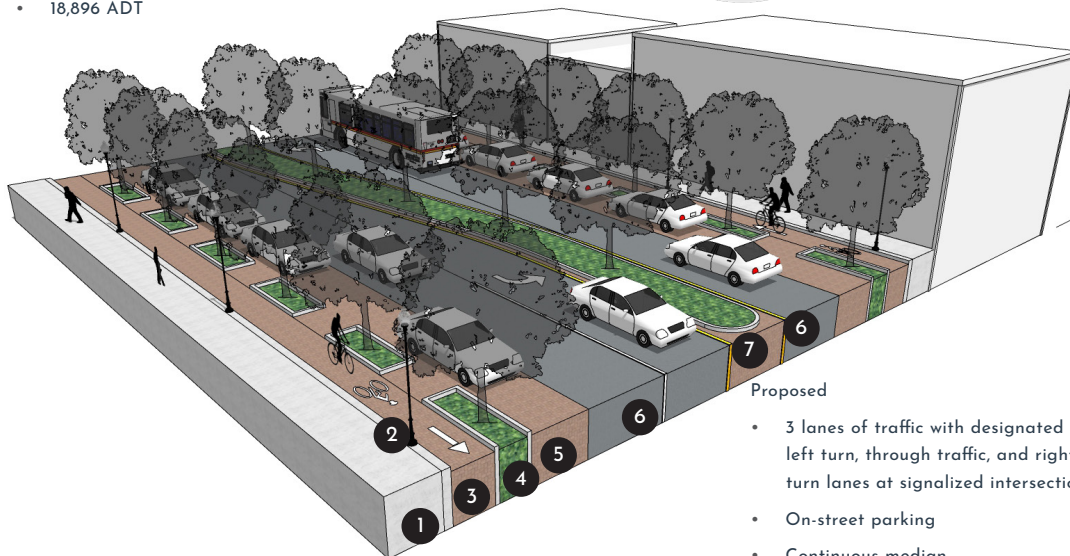
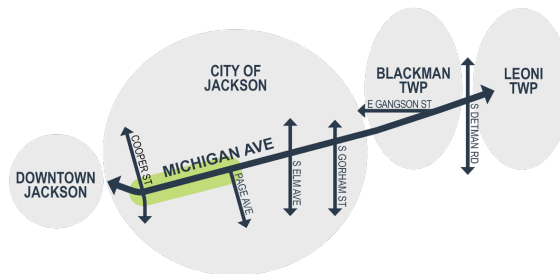
The Priority Routes and Trails are the result of a process that considered; the Public Input; the Inventory & Analysis; requirements of Funders; and the desire to create an Equitable System.



## Michigan Avenue Cooper Street to Page Ave

### Existing Conditions

- 100' wide right-of-way
- 5 lanes of traffic
- Some on street parking
- 18,896 ADT



### Proposed

- 3 lanes of traffic with designated left turn, through traffic, and right turn lanes at signalized intersections
- On-street parking
- Continuous median

The implementation plan includes Funding Strategy Overview; Priority Trail Implementation Strategy; and Priority Trail Cost Opinions. They are intended to be the foundation for preparing individual trail grant applications and an overall plan to building the system.

**RESOLUTION**

NOW, THEREFORE BE IT RESOLVED that the following Budget Amendment for the update to the Non-Motorized Master Plan is authorized:

	<b>INCREASE (DECREASE)</b>
<b>General Fund</b>	
<b>APPROPRIATIONS</b>	
<b>Community Development - Planning</b>	
Other Services and Charges	50,534
<b>TOTAL APPROPRIATIONS</b>	<u><b>\$ 50,534</b></u>
<b>Net Increase (Decrease) to Fund Balance</b>	<u><u><b>\$ (50,534)</b></u></u>

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi at a regular meeting held on November 14, 2022

---

Cortney Hanson  
City Clerk