



**City of Little Rock**

Mark Stodola  
Mayor

City Hall, Room 203  
500 W. Markham  
Little Rock, Arkansas 72201-1427  
Phone: (501) 371-4510  
Fax: (501) 371-4498  
www.littlerock.gov

January 12, 2018

Tab Townsell  
Executive Director  
Metroplan  
501 West Markham Street, Suite B  
Little Rock, AR 72201

RECEIVED  
1 / 12 / 18  
4:30 PM  
By: ET

Subject: **Master Complete Streets Plan** for Transportation Alternatives Program Grant  
2018-2019

Dear Mr. Townsell:

Please consider this application for the City of Little Rock's Transportation Alternatives Program grant proposal. Briefly, this project is to revise the City's Master Street Plan into a Master Complete Streets Plan. It will take many of the transportation concepts set forth in Metroplan's *Imagine Central Arkansas* and make them the City of Little Rock's actual policy. We need this because implementing complete streets without it integrated into the Master Street Plan is not effective and is very time consuming. When other cities have chosen to include complete streets into the Master Plan, they have experienced rapid implementation.

The City of Little Rock's Public Works Department determined the total cost of the project at \$240,000 and the City will provide the required 20% match of \$48,000. It will be tendered to Metroplan upon award of the contract.

In closing, I appreciate your consideration of this much needed project as it will yield a substantial return on investment.

Sincerely,

Mark Stodola  
Mayor

Cc: Jon Honeywell  
Caran Curry

CARTS  
Transportation Alternatives Program (TAP)  
2018 – 2019 Application

The Transportation Alternative Program (TAP) provides funding for programs and projects defined as transportation alternatives, including on- and off-road pedestrian and bicycle facilities; infrastructure projects for improving non-driver access to public transportation and enhanced mobility; community improvement activities and environmental mitigation; and safe routes to school projects. Metroplan receives a suballocation of state TAP funds, which member jurisdictions are eligible to apply for.

A local sponsor must provide at least 20% of the eligible project costs. Federal funds from other sources cannot be used to match these funds. This is a reimbursable program, which means once the sponsor receives an award from Metroplan and an official Notice to Proceed from the Arkansas Department of Transportation (ArDOT), up to 80% of the costs directly attributable to the construction of the project can be reimbursed. The local sponsor is responsible for maintaining records and proving that expenses are legitimate and directly related to the project. This may be in the form of receipts, time sheets, etc. Studies and construction projects will be considered.

### Submittal Requirements

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Following is checklist of the material to be included with the proposal.

1. Cover Letter:
  - Certifying that jurisdiction(s) has/have the required local match in hand and is/are prepared to deposit full local match amount upon award of contract.
  - Must be signed by chief elected official of applicant jurisdiction (mayor or county judge).
2. Completed application form.
3. Supporting Resolution from City Council/Quorum Court (upon selection)
4. **Deadline for this application is close of business day on Friday, January 12, 2018. Applications received after this deadline will not be reviewed.**

**Notice of Nondiscrimination**

Metroplan complies with all civil right provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, Metroplan does not discriminate on the basis of race, sex, color, age, national origin, religion, disability, or income status, in admission or access to and treatment in Metroplan's programs and activities, as well as Metroplan's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding Metroplan's nondiscrimination policies may be directed to Susan Markman, Title VI Coordinator, 501 West Markham Street, Suite B, Little Rock, AR 72201, (501) 372-3300, or the following e-mail address: [sdollar@metroplan.org](mailto:sdollar@metroplan.org). (Hearing and speech impaired may dial 711.)

This notice is available from the Title VI Coordinator in large print and on audiotape.

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**Project Category**

**Check all boxes that apply that best depict your project.**

**① Trails, Bicycles, and Scenic**

- Construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990
- Construction of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
- Construction of turnouts, overlooks and viewing areas

**② Community Improvement Activities**

- Inventory, control, or removal of outdoor advertising
- Historic preservation and rehabilitation of historic transportation facilities
- Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control
- Archeological activities relating to impacts from implementation of another eligible transportation project
- Streetscaping, corridor landscaping, or junkyard removal and screening
- Project Planning

**③ Environmental**

- Any environmental mitigation activity, including pollution prevention and pollution abatement activities
- Mitigation to address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff
- Mitigation to reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

**④ Safe Routes to School (SRTS) Eligible Projects**

- Infrastructure (Sidewalk improvements/ traffic calming and speed reduction improvements, pedestrian and bicycle crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, secure bicycle parking facilities, and traffic diversion improvements in the vicinity of schools)
- Non-infrastructure (anywhere) (public awareness campaigns and outreach to press and community leaders, student sessions on bicycle and pedestrian safety, health, and environment, and funding for training, volunteers, and managers of safe routes to school programs.)
- Non-infrastructure (close to school) (traffic education and enforcement within approximately two miles of a primary or middle school (grades K-8), walking school bus)

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**Project Description**

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Applicant jurisdiction: \_\_\_\_\_ City of Little Rock \_\_\_\_\_

Is this a multi-jurisdictional project?

YES  No

If YES, list all jurisdictions. *Each jurisdiction must submit a letter certifying its portion of local match and commitment for completing the project.*

Funding through Metroplan is available for federal fiscal years 2018 and 2019. Awards will be for specific years with the project sponsor committing to having the project ready for obligation in that fiscal year.

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**Project Name:** City of Little Rock Master Complete Streets Plan

**Type of Project (Construction or Planning):** Planning

**Project location:** The entire City of Little Rock jurisdiction

Project length (if applicable): \_\_\_\_\_ N/A \_\_\_\_\_

Termini: \_\_\_\_\_ N/A \_\_\_\_\_

Include a general location project map with this application.

If submitting more than one application, what priority is this project?   1  

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**Project Location Map(s)**

Applicants must submit legible maps of the project location with this application. The map(s) should be good enough quality to be easily-reproducible and should include the following:

- Project Path. The map should clearly show where the project will be located.
- North arrow
- Pertinent landmarks
- If appropriate, a legend identifying any other items on the map (i.e. existing paths or sidewalks, previous phases of the project, etc.)

**The Plan will span the City of Little Rock's entire jurisdiction. Maps of the existing Master Bike Plan and Master Trail Plan can be found at:**

**[http://maps.littlerock.state.ar.us/webapps/LR Transportation Plans Viewer/](http://maps.littlerock.state.ar.us/webapps/LR_Transportation_Plans_Viewer/). A core goal of the Plan is to better inform these proposed routes.**

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**Applications from jurisdictions with adopted pedestrian/bike plans will be considered:**

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Does applicant jurisdiction have an adopted pedestrian plan?       YES    No

Document Link: \_\_\_\_\_

Does jurisdiction have sidewalk policy for new developments?       YES    No

Document Link: <https://www.littlerock.gov/media/1375/master-street-plan-12-2015.pdf>

Does applicant jurisdiction have an adopted bike plan?       YES    No

Document Link: <https://www.littlerock.gov/media/1375/master-street-plan-12-2015.pdf> (Sections 4 and 5) \_\_\_\_\_

Is the proposed project part of the regional bike plan?       YES    No

Is proposed project consistent with the adopted plan(s)?       YES    No

## CARTS

### Transportation Alternatives Program (TAP)

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**In a brief narrative, describe the proposed project in detail and how the project benefits the affected community(ies). The narrative should include links to the goals and objectives of *Imagine Central Arkansas*. Projects with the greatest community benefits and supporting the regional vision will receive priority – 25 possible points. The narrative should not be lengthy; it should contain short, concise statements.**

**Note:** Within the text of the narrative, **(#)** refers to a Goal, **(#.#)** refers to an Objective, and **(pg. #)** refers to a page number in the *Imagine Central Arkansas* May 2016 revision.

**Summary:** Little Rock's street designs are governed by our Master Street Plan.<sup>1</sup> City codes, resolutions, and ordinances can inform revisions to the Master Street Plan, but in practice, every time a street is built, widened, or resurfaced, the master plan rules its design. Our Complete Streets Ordinance<sup>2</sup> mandates Complete Streets, but its impact is limited without changing our master plan. Rather than attempt piecemeal revisions to the master plan, we propose to replace it with a Master Complete Streets Plan (hereinafter Plan) created by an outside firm with expertise in Complete Streets design. Other communities have found this approach promotes rapid and informed implementation. *Imagine Central Arkansas (Imagine)* recognizes the importance of master plan revisions to promote change **(2.6 and 2.7 Notes, pg. 65)**.

**Benefits of Complete Streets:** As articulated in *Imagine* and more recently in ArDOT's Bicycle and Transportation Plan<sup>3</sup>, our community wants more transportation options, i.e. Complete Streets **(2, 4.3, 4.3.2, 5.3.2)**. Making Little Rock's street grid safer and more welcoming to walking, biking, transit, and freight **(1.2.1)** will promote independence and equity for an aging population who may forgo driving **(pg. 31)**, young residents who are not yet old enough to drive, residents whose disabilities do not allow them to drive, and low income families who cannot afford to own vehicle(s) **(pg. 56)**. It will also increase physical activity **(5.2)** and health **(5)**<sup>4</sup>, sustainability **(3, 3.1, 3.1.2, 3.4, 3.4.3, 5.6, 5.6.3, 6.3.1)**, and quality of life/livability **(1.3)**<sup>5</sup>. Finally, it will make our streets safer for all users **(5, 5.3.2, 5.4, 6.4.2)** and encourage economic investment and growth **(1, 1.2, 1.4)**<sup>4</sup>

**The Plan:** The contents of Complete Streets plans differ between municipalities because they serve community-specific functions and needs.<sup>6,7,8,9,10,11</sup> The City of Little Rock's Plan will serve as our street master plan. It must therefore accomplish all current Master Street Plan functions such as typology specification and new proposed street locations (the latter will be transferred verbatim). A leading design firm has helped us envision what additional elements a Master Complete Streets Plan would contain. The attached "Menu of Potential Scope Tasks" is helpful for understanding those elements

<sup>1</sup> <https://www.littlerock.gov/media/1375/master-street-plan-12-2015.pdf>

<sup>2</sup> [https://www.littlerock.gov/media/1374/complete\\_streets\\_ordinance\\_21029.pdf](https://www.littlerock.gov/media/1374/complete_streets_ordinance_21029.pdf)

<sup>3</sup> [http://arkansashighways.com/Trans\\_Plan\\_Policy/biking/Arkansas%20Bike-Ped%20Plan%20-%20FINAL%20-03312017.pdf](http://arkansashighways.com/Trans_Plan_Policy/biking/Arkansas%20Bike-Ped%20Plan%20-%20FINAL%20-03312017.pdf)

<sup>4</sup> <https://www.littlerock.gov/for-residents/bikeped-little-rock/why-bikeped/health/>

<sup>5</sup> <https://www.littlerock.gov/for-residents/bikeped-little-rock/why-bikeped/economic-investment/>

<sup>6</sup> [http://bostoncompletestreets.org/pdf/2013/BCS\\_Guidelines.pdf](http://bostoncompletestreets.org/pdf/2013/BCS_Guidelines.pdf)

<sup>7</sup> <https://bikepedmemphis.wordpress.com/plans-and-publications/complete-streets-project-delivery-manual/>

<sup>8</sup> <http://www.cityoflancasterca.org/home/showdocument?id=34921>

<sup>9</sup> <http://rtcwashoe.wpengine.com/wp-content/uploads/2017/04/Complete-Streets-Master-Plan.pdf>

<sup>10</sup> <https://www.ojb.com/project/peoria-complete-streets-master-plan>

<sup>11</sup> <http://urbanengineers.com/projects/master-plan-for-new-britain>

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and the remaining narrative. Some tasks are critical for any Complete Streets plan, such as public participation, outreach, evaluation of existing conditions, safety and quality of service analyses, Complete Street typologies, and network recommendations. Other elements are not critical for *all* Complete Streets plans but may be critical for the success of a plan in Little Rock. The selected consulting firm will use its expertise to target available resources to optimize Plan efficacy for our city. The following reflects our take on impactful Plan elements for our city but may be revised after consultation:

Network recommendations in our Plan will include both improvements to our proposed on-street bicycle routes<sup>12</sup> and incorporate and improve upon an envisioned off-street trail network.<sup>13</sup> We must allocate substantial resources to network recommendations. Even more so than other communities, we have a car-centric culture; success will depend on a significant investment in education of multiple stakeholder types, including site visits, during and after the Plan's creation. Our community is not familiar with many innovative bicycle, pedestrian, and transit designs; investment in communicating best practices will be required. Land use analysis will be essential for our Plan to meet the needs of different regions **(4.1)** and an equity analysis will ensure we target areas where people are least likely to have access to a car for transportation **(e.g. pg. 56)**. Design guidance is a core component of most Complete Streets plans and will be important for considering streets as public spaces as well as transportation corridors. Perhaps most importantly, our Plan needs elements that bridge planning and implementation, such as prioritization, identification of funding sources, an implementation plan, and evaluation criteria. We intend to create a Plan with the financial support provided, but **the level of support for will determine the breadth and depth of Plan tasks and ultimately the quality and impact of the Plan**. The following discussion of Plan benefits assumes full funding:

**Plan Benefits:** The Plan would be transformative, making Complete Streets implementation an integrated part of CLR policy. Processes in creating the Plan may be as important as its final product. It will guide implementation by including a timetable, benchmarks, and identification of internal and external funding sources to speed implementation **(6.2)**. The primary benefits are:

- 1) *Public Participation/Consensus-Building:* Like *Imagine*, the Plan will invite residents to envision transportation, but at a finer scale (e.g. considering individual streets). The process will involve all stakeholders to create immediately actionable consensuses.
- 2) *Expertise:* Complete Streets best practices are rapidly evolving. The Plan will be written by the experts *creating* evidence-based Complete Streets guidelines.
- 3) *Education:* Plan synthesis will create educational opportunities through both public forums **(5.4.4)** and peer-to-peer exchanges in which City staff and elected officials discuss Complete Streets implementation in their disciplines' vernaculars.
- 4) *Pedestrians:* the Plan will include our first pedestrian plan **(2.6, 5.2.1) (pg. 34)** and will give greater priority to the pedestrian modality (e.g. the Master Street Plan only requires sidewalks on one side of Collector and Residential streets) **(4.3.1)**.

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<sup>12</sup> [http://maps.littlerock.state.ar.us/webapps/LR\\_Transportation\\_Plans\\_Viewer/](http://maps.littlerock.state.ar.us/webapps/LR_Transportation_Plans_Viewer/)

<sup>13</sup> <https://www.littlerock.gov/media/1753/master-trail-plan-document-final.pdf>

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- 5) *Bicycle Route Planning*: Proposed routes in our Master Bike Plan were generated by advocates; several are considered impracticable by City staff. The Plan will propose a *feasible* network of bicycle facilities prioritizing routes that would only require resurfacing (vs. widening), resulting in more rapid implementation of an interconnected on-street bicycle network **(2.7, 5.2.2)**.
- 6) *Bike Lane Options for All Street Types*: The Plan will propose bike lane designs with the appropriate degree of traffic separation for each street type, promoting bicycle access to all properties, destinations, and adjacent streets in our city **(2.1)**.
- 7) *Transit*: The Plan will offer an opportunity for improved cooperation between CLR and Rock Region Metro to provide a better transit experience **(4.5.3, 4.7.3, 5.2.3)**.
- 8) *Prioritization*: Some areas would be given higher priority such as:
  - a. Safe Routes to Schools: Little Rock Public Schools will not transport students within 1-2 miles of schools. The Plan will prioritize implementation near schools.
  - b. Equity: Greater attention will be given to transportation options in low income areas and near child and senior attractions **(4.7)**.
  - c. Connections: Relatively short bicycle and pedestrian facilities that will bridge existing facilities will be prioritized to create intact corridors **(4.5.1)**.
- 9) *Place-Making and Typology*: Our Master Street Plan does not consider place-making. The Plan will better consider streets as public spaces **(1.3.2, 2.1, 2.2, 5.4.1)**.

**Impact/Need:** While *Imagine* creates a compelling vision, we have a long way to go to realize it. Among 52 metro areas, we have the worst walkability and the most vehicular miles traveled.<sup>14</sup> The Little Rock metro area is the 14<sup>th</sup> most dangerous metro area to walk in the country<sup>15</sup> and we only have bike lanes on 5% of our streets.<sup>16</sup> Given the scope of our challenges, perhaps more than individual project construction, municipalities need to manage their street assets differently. Enabling the largest city in Arkansas to implement Complete Streets would have a lasting effect on how the state manages street systems and would set an example for others. This project would have a substantial return on investment.

If funded, the Plan will take many of the transportation concepts discussed in *Imagine* and make them CLR policy not for a single project but indefinitely. If the intention of this grant is to implement guidance articulated in *Imagine*, the Plan may be the project most in line with that goal.

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<sup>14</sup> <http://www.metroplan.org/sites/default/files/media/longRangePlan/2014-12-ICA-AppendixI-LivabilityIndex.pdf>

<sup>15</sup> <https://www.littlerock.gov/media/2323/dangerous-by-design-2016.pdf>

<sup>16</sup> <https://www.littlerock.gov/media/1287/league-report-card-for-little-rock.jpg>



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**Projects that leverage or build upon existing infrastructure will receive priority – 15 possible points.**

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Has the project previously received federal funding?  
*Include appropriate documentation/description.*       YES    No

Does the project build upon an existing bike/sidewalk network?  
*Include appropriate documentation/description.*       YES    No

**A fully-funded Complete Streets Master Plan would include a comprehensive inventory of existing conditions through both existing GIS layers and on-site audits.<sup>17</sup> When prioritizing projects, the Plan will give preference to short bicycle and pedestrian facilities that will tie existing facilities into an interconnected network. Connections to the Arkansas River Trail and proposed Southwest Trail will be prioritized to enable residents to access these trails as both healthy recreational opportunities and transportation corridors.**

**Projects selected must be able to obligate funds in either FY2018 or FY2019. Projects closer to construction phase will receive priority – 10 possible points.**

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Please describe the status of each of the following project phases: **Design Status, Environmental Clearance, Right-of-way Acquisition, Utility Relocation.**

**Because this is a planning project rather than a construction project, these measures of project readiness are not directly applicable. There are no barriers to our using all of the available funds within the proposed timeframe.**

**If the project is awarded funds for 2018 - is the sponsor committed to having it ready for obligation by September 2018.**    YES    No

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<sup>17</sup> See also “Existing Conditions” in attached “Menu of Potential Scope Tasks”

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**Project Information:**

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If this is a Safe Routes to Schools eligibility project, what schools will benefit?

**The Master Complete Streets Plan will prioritize bicycle and pedestrian projects that are within one mile of any Little Rock public elementary school and two miles of any Little Rock public middle or high school.**

Who will be responsible for maintenance of the project?

**Like the Master Street Plan before it, periodic revisions will be required to reflect new development, update best practices, and facilitate innovation. Proposed updates will go first go through the CLR Planning Commission then be brought to a vote by the CLR Board of Directors.**

All TAP infrastructure projects will require design by a Registered Professional Engineer or Licensed Architect. Who will develop plans, specifications and cost estimates for the construction of this project?

**Because this is a planning project, this question is not directly relevant. If funded, we will likely ask applicants to submit RFQs specifically for this project.**

Is the sponsoring jurisdiction requesting the use of federal funds for engineering?

YES  No

If Yes, was the engineer/architect selected according to federal and state requirements?

YES  No

**Project Funding:**

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Anticipated cost: Total \$240,000

Funding Request: Federal \$192,000 Local \$48,000 Total \$240,000

Source of local match: CLR Public Works

If the entire requested amount of funding is not awarded, can the project scope be reduced and the project still remain practical?  YES  No

**Project Contact**

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The applicant must appoint one staff member as the primary point of contact for the project. This person is responsible for insuring that the project timeline is met.

Name John Landosky Title Bicycle & Pedestrian Coordinator

Phone 501-371-4430 Email jlandosky@littlerock.gov

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**Sponsor Authorization and Certification** (chief elected official of a City or County Judge)

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I attest that the information contained in this application is truthful and correct and that the provision of false or misleading information can lead to the withdrawal of Transportation Alternatives Program funding. By signing in the space provided, I do hereby certify that I will comply with Metroplan's deadline for submittal of plans and specifications at an estimated cost within the amount requested. Additionally, I certify that local matching funds are available for the project.

Printed Name: Wayne Szymora

Title: Mayor

Signature: Wayne Szymora

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

CARTS  
Transportation Alternatives Program (TAP)  
2018 – 2019 Application  
**RESOLUTION NO.** \_\_\_\_\_

**A RESOLUTION EXPRESSING THE WILLINGNESS OF**

**The City of Little Rock**

TO UTILIZE FEDERAL-AID TRANSPORTATION ALTERNATIVES PROGRAM FUNDS

WHEREAS (Sponsor's Governing Authority) understands Federal-aid Transportation Alternative Funds are available at 80% federal participation and 20% local match to develop or improve (insert project name), and

WHEREAS (insert sponsor's name) understands that Federal-aid Funds are available for this project on a reimbursable basis, requiring work to be accomplished and proof of payment prior to actual monetary reimbursement, and

WHEREAS this project, using federal funding, will be open and available for use by the general public and maintained by the applicant for the life of the project.

NOW, THEREFORE, BE IT RESOLVED BY (Sponsor's Governing Authority) THAT:

SECTION I: (insert sponsor's name) will participate in accordance with its designated responsibility, including maintenance of this project.

SECTION II: (insert title of sponsor's CEO/CAO) is hereby authorized and directed to execute all appropriate agreements and contracts necessary to expedite the construction of the above stated project.

SECTION III: (insert sponsor's governing authority) pledges its full support and hereby authorizes the (insert sponsor's name) to cooperate with Metroplan and the Arkansas Department of Transportation (ArDOT) to initiate action to implement this project.

THIS RESOLUTION adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**Signed:** \_\_\_\_\_  
(Insert sponsor's CEO/CAO)

**ATTEST:** \_\_\_\_\_

(SEAL)



## Arkansas Department of Health

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4815 West Markham Street • Little Rock, Arkansas 72205-3867 • Telephone (501) 661-2000

**Governor Asa Hutchinson**

**Nathaniel Smith, MD, MPH, Director and State Health Officer**

January 10, 2018

Metroplan CARTS 2018-2019 TAP Grant Review Committee  
501 West Markham Street  
Suite B  
Little Rock, AR 72201

Dear Metroplan CARTS 2018-2019 TAP Grant Review Committee,

It is our pleasure to strongly support the City of Little Rock's Master Complete Streets Plan, consistent with our mission to promote health and healthy environments in our state. As you may know, Arkansas is the most physically inactive state in the country, has the 3<sup>rd</sup> highest adult obesity rate, the 4<sup>th</sup> highest high school obesity rate, the 4<sup>th</sup> highest adult diabetes rate, and the 4<sup>th</sup> highest adult hypertension rate in the country.<sup>1</sup> The causes for these dire health statistics are likely complex, but physical inactivity certainly plays a role. The Arkansas Department of Health (ADH) agrees with the national consensus of health professionals that we must build or retrofit our environment in ways that promote physical activity. Recreational trails are an important asset to promote physical activity, also making our street system safe and welcoming to active transportation (i.e. walking, biking, and transit) is critical to building more physical activity in people's everyday lives. This is why ADH has taken the initiative to create a series of promotional videos featuring Complete Streets and their benefits (e.g. <https://www.youtube.com/watch?v=1xSD1PF1DEw>).

ADH has also collaborated to design and implement street improvements that promote active transportation. Through those processes, we have worked with communities across Arkansas and witnessed successful and unsuccessful efforts to adopt aspects of Complete Streets. It is our experience that having a resolution or ordinance for Complete Streets in municipalities is important, but not sufficient to implement Complete Streets. Municipalities need a plan and they need to identify how they will fund those changes to their street networks. We believe that the Master Complete Streets Plan proposed by the City of Little Rock will provide the necessary guidance to implement Complete Streets and will create an implementation plan including funding strategies within the overall plan. If funded, this plan and the processes used to create it will enact many of the transportation changes proposed in Imagine Central Arkansas.

Sincerely,

Appathurai Balamurugan MD, DrPH  
State Chronic Disease Director  
Medical Director, Chronic Disease Prevention and Control Branch



**DEPARTMENT OF  
PARKS & TOURISM**

1 Capitol Mall  
Little Rock, AR 72201  
501-682-7777

Central Administration  
Division  
501-682-2039

Great River Road Division  
870-295-2005  
Arkansas.com

Human Resources Section  
501-682-7742 (TDD)

Keep Arkansas  
Beautiful Division  
501-682-3507 (TDD)  
KeepArkansasBeautiful.com

State Parks Division  
501-682-1191 (TDD)  
ArkansasStateParks.com

Tourism Division  
501-682-7777 (TDD)  
Arkansas.com

**Asa Hutchinson  
GOVERNOR**

**Kane Webb  
EXECUTIVE DIRECTOR**

**DIVISION DIRECTORS**

Gynthia Dunlap  
ADMINISTRATION

Grady Spann  
STATE PARKS

Jim Dailey  
TOURISM

Kim Williams  
GREAT RIVER ROAD

Mark Camp  
KEEP ARKANSAS  
BEAUTIFUL

# Arkansas®

THE NATURAL STATE

January 11, 2018

Metroplan CARTS 2018-2019 TAP Grant Review Committee  
501 West Markham Street  
Suite B  
Little Rock, AR 72201

Metroplan CARTS 2018-2019 TAP Grant Review Committee,

I am writing to strongly recommend Little Rock's Master Complete Streets Plan be funded in this Metroplan TAP grant cycle. It is the responsibility of the Arkansas Governor's Advisory Council on Cycling to promote residential ridership and bicycle tourism in Arkansas to make Arkansas "the Cycling Hub of the South". In less than a year, we have had a lot of successes to that end, primarily in making our state a destination for mountain biking. The economics of having a more bicycle friendly city are evident in the explosion of people moving to Northwest Arkansas and other communities who have embraced a more bicycle-centric lifestyle.

We have a long way to go, however, in increasing the overall bike-friendliness of our state and living up to the vision of a destination for all types of bicyclists. In the League of American Bicyclists' most recent state rankings, we were ranked 35<sup>th</sup>, worse than most states and most southern states.<sup>1</sup> Out of all categories, our worst scores were in "Infrastructure and Funding" and "Evaluation and Planning".

Little Rock is Arkansas's capital and largest city. What we do here impacts a lot of people directly but also sets an example for the rest of our state. Little Rock's proposed Master Complete Streets Plan would address both of our state's biggest weaknesses, creating a bold planning document that would promote more and better bicycle facilities in Little Rock. Even though this is a City document, it will have important statewide repercussions.

Little Rock has strong bicycle assets, most notably the bridges that span the Arkansas and Maumelle Rivers. These assets have the potential to draw tourists from around the country and around the world, but they are not fully leveraged because the facilities surrounding them are unpleasant to ride. The Master Complete Streets Plan, in addition to planning better on-street facilities, has the potential to help identify a strategy to address our recreational trail issues as well.

Sincerely,

Joe Jacobs, Chair, Arkansas Governor's Advisory Council on Cycling

<https://bikeleague.org/content/ranking>

AN EQUAL  
OPPORTUNITY/  
AFFIRMATIVE ACTION/  
AMERICANS WITH  
DISABILITIES ACT  
EMPLOYER



January 10, 2018

TAP Committee  
Metroplan  
501 West Markham Street  
Little Rock, AR 72201

Dear Metroplan TAP Grant Committee,

StudioMAIN is a non-profit collective of local architects, landscape architects, engineers, developers and contractors, and has been involved in several projects within Little Rock, including Pop Up in the Rock, Envision Little Rock and assisting with visioning projects in the Cities of Little Rock and Jacksonville.

In 2015, StudioMAIN advocated for the Complete Streets Ordinance which was one step toward creating a safer and more equitable transportation network in Little Rock. Now, the City must coordinate this ordinance with the existing and outdated Master Street Plan and this grant will provide the resources to do so. This is an important step toward realizing the goals and objectives of Imagine Central Arkansas. By making our streets safer and more connected, Little Rock will become a more attractive place to live, work and play.

Creating Complete Streets means transportation agencies must change their approach to the planning and design of community streets and roads. By adopting a Complete Streets Ordinance, the City directed their transportation planners and engineers to routinely design and plan for streets that enable safe access for all users, regardless of age, ability, or mode of transportation. To accomplish this task, the Master Street Plan must be reconciled to better integrate the Complete Streets Ordinance.

It is for these reasons that studioMAIN supports the City of Little Rock's request for TAP grant funding to implement the update to the City of Little Rock's Master Street Plan to better coordinate with the Complete Streets Ordinance.

Sincerely,

A handwritten signature in black ink, appearing to read "Jordan Thomas".

Jordan Thomas, ASLA  
President, studioMAIN

January 9, 2018

Metroplan CARTS 2018-2019 TAP Grant Review Committee  
501 West Markham Street  
Suite B  
Little Rock, AR 72201

TAP Grant Review Committee,

The Little Rock Bike Friendly Community Committee (BFCC) was founded with the mission to develop and implement policies and take other actions to make Little Rock a Bicycle Friendly Community. We believe that replacing the current Master Streets Plan with a Master Complete Streets Plan that complies with the Complete Streets Ordinance is a necessity for accomplishing this mission.

The City of Little Rock passed the Complete Streets Ordinance 21,029 (Ordinance) in 2015 to “develop a safe, reliable, efficient, integrated, and connected multimodal transportation system that will promote access and mobility for all users. This includes motorists, pedestrians, bicyclists, users of public transportation, emergency responders, freight haulers, people of all ages and abilities, and adjacent land users.” However, the current Master Streets Plan was designed principally for vehicular traffic and has not been updated since the passing of the Ordinance. Therefore, the current Master Streets Plan lacks designs that would fulfill the goals of the Complete Streets Ordinance.

The Little Rock Bike Friendly Community Committee would like to fully support the City of Little Rock in its efforts of replacing the current Little Rock Master Streets Plan with a Master Complete Streets Plan that will comply with the Complete Streets Ordinance.

Sincerely,



Ed Levy  
LR BFCC Chair







January 11, 2018

Metroplan CARTS 2018-2019 TAP Grant Review Committee  
501 West Markham Street  
Suite B  
Little Rock, AR 72201

Metroplan CARTS 2018-2019 TAP Grant Review Committee,

Recycle Bikes for Kids would like to convey its support for the City of Little Rock's proposed Master Complete Streets Plan. Recycle Bikes for Kids is a non-profit organization whose mission is to provide one free bike to any kid and to offer adults the opportunity to earn a bike by volunteering. We have distributed over 14,000 bikes back into the community since our inception in 2008.

Our organization provides two-wheel transportation to children and adults who would not have access to it otherwise. Our bikes provide an active means of recreation, hopefully replacing the sedentary lifestyle and obesity we see too often. Bicycles earned by adults provide mobility, independence, and dignity for those who cannot afford a car for transportation.

Although we are not an advocacy organization we recognize that Little Rock's streets need to be more bike friendly for people of all ages. Therefore, we feel it is within the scope of our mission to show our support for the Master Complete Streets Plan. We applaud Little Rock for taking this initiative to make all bicyclists, but especially those who depend on a bike for transportation, safer on our streets.

Thank you,

A handwritten signature in blue ink, which appears to read "Donna Lombardi".

Recycle Bikes for Kids

Donna Lombardi / Board Member

Metroplan CARTS 2018-2019 TAP Grant Review Committee  
501 West Markham Street  
Suite B  
Little Rock, AR 72201

Metroplan CARTS 2018-2019 TAP Grant Review Committee,

The City of Little Rock Sustainability Office would like to express our wholehearted support for the development of a Master Complete Streets Plan for the City. As you may know, in 2015 Smart Growth America named Little Rock's Complete Streets ordinance as one of the top ten Complete Streets policies developed that year. While Little Rock does have a strong Complete Streets ordinance we are weak in implementation of that policy. This is due to the city having a Master Street Plan that is not integrated with Complete Streets design features. Our Master Street Plan serves as the primary technical document used by our engineers and planners during the design and development of new and existing roadways. All of the rules and best management practices for street development are condensed from city, state, and federal codes into our local Master Street Plan, but Little Rock's Complete Streets ordinance was passed after the development of our most recent Master Street Plan. This means that the best practices of Complete Streets are not found in the Master Street Plan and therefore Complete Streets has not been implemented as fully as might be expected given the language of the Complete Streets ordinance over the past two years. The only way to ensure that Complete Streets design features are implemented in tandem with other street improvements is to transform the City's current Master Street Plan into a Master Complete Streets Plan.

If the development of a Master Complete Streets Plan for the City of Little Rock is funded through this year's TAP grant cycle the positive impacts will influence much more than just city street planning. The public transit "last mile" problem plagues our city and the success of almost every sustainability project, from economic development to social equity, is stifled by the lack of bike and pedestrian accessibility in Little Rock. When the Little Rock Port Authority talks about becoming more sustainable and growing its businesses they almost always encounter the issue of bike and pedestrian accessibility to and through their 2,600-acre property. As the non-profit Our House seeks to expand its reentry and job placement services it struggles every day with the issue of alternative transportation for the citizens they serve. And when our residents want their children to walk to school they choose to drive them instead due to the lack of safe sidewalks and crosswalks in Little Rock. There are many amazing individuals, businesses, and non-profits in Little Rock working hard to improve everyone's quality of life and Complete Streets are the key their successes. For the City, the key to having successful Complete Streets is to develop a Master Complete Streets Plan.

Sincerely,



Tabitha Faith Mullins  
City of Little Rock  
Sustainability Educator



January 11, 2018

Metroplan CARTS 2018-2019 TAP Grant Review Committee  
501 West Markham Street  
Suite B  
Little Rock, AR 72201

Subject: Letter of Support for City of Little Rock's Master Complete Streets Plan

Dear Metroplan CARTS 2018-2019 TAP Grant Review Committee,

The Arkansas Coalition for Obesity Prevention (ArCOP) is focusing on making the healthy choice the first choice. The coalition's mission is to improve the health of all Arkansas communities by increasing physical activity and healthy eating to reduce and prevent obesity. Growing Healthy Communities (GHC), the Coalition's primary project, brings together individuals, companies and organizations across sector lines to recognize that a healthy community is a better community on virtually every measure of success.

ArCOP strongly supports the endorsement of the City of Little Rock's Master Complete Streets Plan, consistent with our goals to increase physical activity through the built environment. Little Rock is one of 117 GHC that we support in Arkansas to make complete streets policy and plan changes at the local level. ArCOP is joining forces with the City of Little Rock to support this sustainability complete streets model. As a partner organization, we will provide support and technical assistance to Little Rock in any capacity to make positive change.

Again, ArCOP endorse the efforts being made to ensure the City of Little Rock is a healthy and safe place to commute that is equitable for all modes of transportation.

Sincerely,

A handwritten signature in blue ink that reads "Katrina Betancourt".

Dr. Katrina Betancourt, AGM, CPM  
ArCOP President

Metroplan CARTS 2018-2019 TAP Grant Review Committee  
501 West Markham Street  
Suite B  
Little Rock, AR 72201

Metroplan CARTS 2018-2019 TAP Grant Committee,

On behalf of the Bicycle Advocacy of Central Arkansas (BACA), I would like to formally endorse the City of Little Rock's Master Complete Streets Plan, which is consistent with BACA's vision of a safe bicycle friendly community.

According to The League of American Bicyclists, in 2017, Arkansas ranked 37th in bicycle friendliness. But tragically, Arkansas ranked 48th in bicycle safety with the 3rd highest rank of bicycle fatalities per bicycle commuter. The League states, "In addition, between 2010-2015, bicycle fatalities have increased per capita [in Arkansas]." It is clear that Arkansas needs safer on and off street facilities for bicycles. Little Rock could create this safer bike environment with the much needed installation of the Master Complete Streets Plan.

In 2015, BACA made great strides and push for the adoption of a Complete Streets Ordinance. Although a plan was voted on and adopted by the city, BACA has been very disappointed that the ordinance has not resulted in more changes on projects, producing safer biking infrastructure. Moreover, the work of the bicycle advocate is being exhausted due to every Complete Street improvement being deliberated project by project. There is simply not enough time or resources for advocates to continuously fight for every project. With a Complete Streets Ordinance in place, one would assume that any time a street is built, widened, or resurfaced, the improvements to the street, which upholds the ordinance, would automatically be considered. However, it seems that Little Rock still remains focused on being car-centric and is not interested in working towards a bicycle friendly city. With the replacement of the Complete Streets Ordinance with the Master Complete Streets Plan, BACA feels confident that the City of Little Rock will better institute bike infrastructure in future projects.

According to BACA's mission, "we envision a future where Arkansans embrace bicycling as an integral part of our way of life; where bicycling is accepted as a safe, practical, and equitable means of travel; and where Arkansans recognize that bicycling creates cleaner, healthier, economically stronger and more liveable communities." The Bicycle Advocacy of Central Arkansas wholeheartedly agrees that the funding of Little Rock's Master Complete Streets Plan will ensure our vision will become a reality and the safety of our community's bike riders will be of importance.

Thank you for your time,  
Stacy Tierney



President  
Bicycle Advocacy of Central Arkansas



January 10, 2018

Metroplan CARTS 2018-2019 TAP Grant Review Committee  
501 West Markham Street  
Suite B  
Little Rock, AR 72201

Metroplan CARTS 2018-2019 TAP Grant Review Committee,

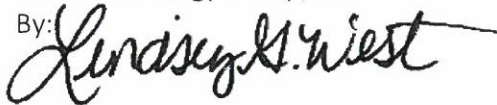
As the President and CEO for the Bantam Strategy Group, I write in support of the City of Little Rock's Master Complete Streets Plan Transportation Alternatives Program grant application to Metroplan. Bantam is the operations organization that will locally hire and operate the Little Rock and North Little Rock BikeShare system in 2018, so sound infrastructure and complete streets are imperative for a bike-friendly community and successful system.

Community leaders have been working together for quite some time to provide solutions to address our long-term transportation challenges. We believe this Complete Streets Plan will effectively and safely connect users to various transportation options and provide greater connectivity for citizens to access needed amenities. Making CLR's Street Master Plan reflect Complete Streets would have a lasting effect on how the street system is managed which would have a substantial return on Metroplan's investment.

For these reasons, among others, it is our pleasure to strongly endorse the City of Little Rock's Master Complete Streets Plan TAP proposal.

Thank you for your consideration of this request.

Sincerely,  
Bantam Strategy Group, LLC

By: 

Lindsey G. West, President & CEO



**DEPARTMENT OF  
PARKS & TOURISM**

1 Capitol Mall  
Little Rock, AR 72201  
501-682-7777

Central Administration  
Division  
501-682-2039

Great River Road Division  
870-295-2006  
Arkansas.com

Human Resources Section  
501-682-7742 (TDD)

Keep Arkansas  
Beautiful Division  
501-682-3507 (TDD)  
KeepArkansasBeautiful.com

State Parks Division  
501-682-1191 (TDD)  
ArkansasStateParks.com

Tourism Division  
501-682-7777 (TDD)  
Arkansas.com

**Asa Hutchinson  
GOVERNOR**

**Kane Webb  
EXECUTIVE DIRECTOR**

**DIVISION DIRECTORS**

Cynthia Dunlap  
ADMINISTRATION

Grady Spann  
STATE PARKS

Joe David Rice  
TOURISM

Kim Williams  
GREAT RIVER ROAD

Robert Phelps  
KEEP ARKANSAS  
BEAUTIFUL

**AN EQUAL  
OPPORTUNITY/  
AFFIRMATIVE ACTION/  
AMERICANS WITH  
DISABILITIES ACT  
EMPLOYER**

# Arkansas

THE NATURAL STATE

January 12, 2018

Metroplan CARTS 2018-2019 TAP Grant Review Committee  
501 West Markham Street  
Suite B  
Little Rock, AR 72201

Metroplan CARTS 2018-2019 TAP Grant Review Committee,

I am writing this letter in support of Little Rock's TAP Grant application for creating a Master Complete Streets Plan. As laid out in the application, Little Rock is in need of a plan that incorporates its Complete Streets Ordinance into its Master Streets Plan.

The benefits of having this multi-modal streets plan are tremendous for the city. It will allow for implementation of a transportation system that offers people choices of how to get around. Allowing for people to safely move by foot or bicycle gives people the opportunity to be healthier, more engaged with the larger community and happier. This, in turn, would benefit our region, potentially 1) lowering the cost of our street maintenance and the stress on our health care system 2) fostering better communication and engagement among neighbors and 3) catalyzing economic growth.

Walking or riding a bicycle to get to places improves people's health. The exercise improves physical health; however, it also gives folks the mental space to think through ideas and pressing thoughts, bettering their mental and emotional health.

Also, by traveling at a slower speed and without barriers between the traveler and the outside world, a more encompassing connection with the community opens up. Walkers and cyclists have more time to take in their surroundings to sense and access it. They also open themselves up to see others in their community that they would never engage with otherwise. Currently, people drive from their garage, or driveway, to work and back, never having to see anyone else, and in return, know little about others in their city and often make assumptions based on news and social media. Walking and cycling give people the opportunity to see and speak to others and start to break down barriers to understanding.

Being healthy and more engaged by walking and bicycling tends to make people happier. On a larger level, as mentioned before, getting people to walk and bike more often also has great benefits for the community. Walking and bicycling instead of driving lowers traffic levels; puts less wear and tear on the roads, decreasing the cost of maintenance; and lessens the need for larger roads. With a healthier population, riding and walking lowers the amount of health issues we as a community would need to address. With the increased communication walking and riding brings, as noted above, the larger the sense of community and connection people have with their neighbors. Also, because people are getting places in modes that make it easy to stop and go, it

means that they are more likely to stop in at local stores along the way, whether to just check them out or to purchase items. This kind of activity supports more businesses, especially small ones, which many times are locally owned, and also increases the property value.

These are only a few ways walking and cycling can benefit individuals and the community, and for Little Rock to be able to tap into this, we will need things like a Master Streets Plan that incorporates the Complete Streets Ordinance. I support this application, and I am asking you to award the City of Little Rock the funding to make this happen.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Sprague", with a long horizontal flourish extending to the right.

Mike Sprague  
Arkansas State Trails Coordinator

# MASTER COMPLETE STREETS PLAN

## Menu of Potential Scope Tasks

05JAN18

A firm has prepared the following menu of potential scope tasks to assist local governments, Metropolitan Planning Organizations, and State Departments of Transportation in determining the scope of work and required budget for a Master Complete Streets Plan. The menu provides each scope task, task elements, task justification and comments, and a cost range. This menu is for planning purposes only, as each task can be customized to fit the unique needs of an individual client. This information is considered confidential.

SCOPE TASK	TASK ELEMENTS	JUSTIFICATION AND COMMENTS	COST RANGE
Project Management	<ul style="list-style-type: none"> <li>• Development of a Project Management Plan, Project Schedule, and Quality Control Procedures</li> <li>• Outlines methods for ongoing coordination between the consultant, client, and other agencies as appropriate</li> <li>• Specifies the need for regular progress reports</li> </ul>	<ul style="list-style-type: none"> <li>• Critical to keeping the project on-time and within budget</li> </ul>	\$9,000-\$14,000
Kick-off Meeting	<ul style="list-style-type: none"> <li>• Meeting with client to review scope, schedule, budget and establish project expectations</li> </ul>	<ul style="list-style-type: none"> <li>• Can be combined with Project Management task</li> </ul>	\$3,000-\$5,000
Public Participation	<ul style="list-style-type: none"> <li>• Creation of a Public Participation Plan that clearly defines the process that will be used for engaging major stakeholders and the public</li> <li>• Specific elements of the public participation process can be left up to the consultant to define, or the client can require certain items</li> <li>• Potential activities include but are not limited to: steering committee; public meetings; workshops; media relations; stakeholder interviews; social media management; online presence; newsletters; online and/or paper surveys; and online interactive mapping platforms</li> </ul>	<ul style="list-style-type: none"> <li>• Essential to crafting a plan that is owned and embraced by stakeholders and the general public</li> <li>• Public participation typically is the largest task budget because it is the most important task for ensuring project success</li> <li>• Can be scaled based on available budget</li> </ul>	\$30,000-\$60,000



SCOPE TASK	TASK ELEMENTS	JUSTIFICATION AND COMMENTS	COST RANGE
Educational Inreach/Outreach	<ul style="list-style-type: none"> <li>Interactive educational sessions with internal staff to communicate logic and reasoning behind the various tools/elements of the Master Complete Streets Plan</li> <li>Partnering sessions with internal staff to understand needs/concerns and instill ownership</li> <li>Educational forums/presentations to the public to increase understanding of core principles of the plan</li> </ul>	<ul style="list-style-type: none"> <li>Essential to crafting a plan that will be valued by staff and for building internal and external support for the recommendations of the plan</li> <li>Can be combined with broader public participation program to achieve economies of scale</li> <li>Cost will vary depending on number of sessions and degree of "national expert" instruction desired</li> </ul>	\$2,500-\$8,000
Best Practices, Case Studies, and Emerging Trends	<ul style="list-style-type: none"> <li>Review of national/international best practices in placed-based street/network design</li> <li>Case studies of communities similar in size and character that are successfully implementing placed-based streets/networks</li> <li>Document emerging trends in transportation</li> </ul>	<ul style="list-style-type: none"> <li>Provides inspirational/aspirational goals</li> <li>Instills confidence that others have done this successfully</li> <li>Less expensive method to document success stories than site visits</li> </ul>	\$4,000-\$6,000
Site Visits	<ul style="list-style-type: none"> <li>Site visits to communities similar in size and character that are successfully implementing placed-based streets/networks</li> <li>If possible, it is best to have a single 2-3 day trip that allows for multiple site visits along the way</li> </ul>	<ul style="list-style-type: none"> <li>Not essential to plan success</li> <li>While this is a great way to show local leadership real-world examples in action, site visits require a large amount of time and resources to do properly</li> <li>No cost range is provided, as cost will be based on the number of site visits, number of people that participate, number of days of the trip, distance to site visit, and associated travel expenses</li> </ul>	To be determined
Existing Conditions	<ul style="list-style-type: none"> <li>Review of existing plans, policies, advocacy, and programs that influence multimodal transportation</li> <li>Documentation of existing facilities</li> <li>Incorporation of existing GIS data sets into base mapping</li> <li>Fieldwork to verify conditions</li> </ul>	<ul style="list-style-type: none"> <li>Essential to understanding the baseline on which new recommendations will be formulated</li> </ul>	\$10,000-\$15,000

SCOPE TASK	TASK ELEMENTS	JUSTIFICATION AND COMMENTS	COST RANGE
Land Use Context	<ul style="list-style-type: none"> <li>Review of existing land uses, development trends, and type/style of development</li> <li>Define land use contexts within the jurisdiction</li> <li>Recommend desired land use contexts moving forward and suggest how to regulate to encourage such contexts</li> </ul>	<ul style="list-style-type: none"> <li>Creating place-based streets/networks requires an understanding of existing and future land use contexts</li> </ul>	\$3,000-\$6,000
Multimodal Demand Analysis	<ul style="list-style-type: none"> <li>GIS analysis using various data sets to determine geographic areas where bicycling, walking, and transit usage will potentially have a higher demand/need</li> </ul>	<ul style="list-style-type: none"> <li>One of the more critical analyses</li> <li>Can be scaled based on available data</li> </ul>	\$4,000-\$6,000
Equity Analysis	<ul style="list-style-type: none"> <li>GIS analysis that considers underserved and vulnerable populations, including low income, minorities, seniors, and children</li> </ul>	<ul style="list-style-type: none"> <li>Not essential but highly valuable</li> <li>Can be scaled based on available data</li> </ul>	\$2,000-\$4,000
Safety Analysis	<ul style="list-style-type: none"> <li>GIS analysis of available crash data</li> </ul>	<ul style="list-style-type: none"> <li>One of the more critical analyses</li> <li>Can be scaled based on available data</li> </ul>	\$3,000-\$5,000
Multimodal Quality of Service Analysis	<ul style="list-style-type: none"> <li>Provides a balanced approach to transportation supply/demand by weighing a variety of factors into a comprehensive analysis, including but not limited to:               <ul style="list-style-type: none"> <li>Average traffic volumes on major corridors</li> <li>Level of service at key intersections</li> <li>Level of stress bicyclists and pedestrians experience on major streets</li> <li>Quality of service experienced by transit users</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>One of the more critical analyses</li> <li>Essential to determining the most appropriate recommendations for a balanced transportation network</li> <li>Can be scaled based on available data</li> </ul>	\$25,000-\$40,000
Street Typologies Identification	<ul style="list-style-type: none"> <li>Define street types from a placed-based perspective</li> <li>Design street cross sections based on land use context and desired multimodal elements</li> </ul>	<ul style="list-style-type: none"> <li>Essential outcome element of planning process</li> </ul>	\$3,500-\$6,500

SCOPE TASK	TASK ELEMENTS	JUSTIFICATION AND COMMENTS	COST RANGE
Design Guidance	<ul style="list-style-type: none"> <li>• Design guidelines for the type, style, character, and treatment of the public realm</li> <li>• Includes guidance for streets, crossings, bicycle facilities, sidewalks, bus stops/shelters, street furniture, wayfinding, lighting, and other public realm elements</li> </ul>	<ul style="list-style-type: none"> <li>• Nice element to have, but certainly not essential</li> <li>• Provides clear expectations and requirements for the type, style, and character of the public realm</li> <li>• Wide cost range is reflective of the spectrum of referencing design guidelines from other documents to creating all new guidelines specific to jurisdiction</li> </ul>	\$6,000-\$40,000
Network Recommendations	<ul style="list-style-type: none"> <li>• Recommendation of a network of integrated multimodal transportation facilities</li> <li>• Includes mapping, project lists, and description of methods for achieving recommendations</li> </ul>	<ul style="list-style-type: none"> <li>• Essential outcome element of planning process</li> </ul>	\$12,000-\$16,000
Project Prioritization	<ul style="list-style-type: none"> <li>• Development of prioritization criteria</li> <li>• Prioritization of recommendations (i.e., project ranking)</li> <li>• Can be done as hierarchal list or as tiers</li> </ul>	<ul style="list-style-type: none"> <li>• Provides understanding of priorities</li> <li>• Potential to be political if criteria is not formulated carefully</li> <li>• While not essential, greatly assists with successful implementation</li> </ul>	\$7,000-\$9,000
Implementation Plan	<ul style="list-style-type: none"> <li>• Plan for implementing projects, including timing, phasing, responsible parties, project costs, and key considerations</li> </ul>	<ul style="list-style-type: none"> <li>• While not essential, provides valuable roadmap for implementation</li> </ul>	\$7,000-\$10,000
Funding Sources	<ul style="list-style-type: none"> <li>• Identification of available funding sources and applicability to recommendations</li> </ul>	<ul style="list-style-type: none"> <li>• While not essential, provides understanding of how projects may be achieved from a financial perspective</li> </ul>	\$4,000-\$6,000
Performance Measures	<ul style="list-style-type: none"> <li>• Development of performance measures that can be used to evaluate and monitor progress of plan implementation</li> </ul>	<ul style="list-style-type: none"> <li>• While not essential, provides method for determining progress and success</li> <li>• Will help to position projects for MPO/federal funding</li> </ul>	\$3,000-\$5,000

SCOPE TASK	TASK ELEMENTS	JUSTIFICATION AND COMMENTS	COST RANGE
Demonstration Project Planning	<ul style="list-style-type: none"> <li>• Identification of a project(s) that can be temporarily installed to demonstrate the need/value of specific recommendations</li> <li>• Provide critical considerations for implementing the demonstration project and resources/supplies that will be needed</li> <li>• Does not include implementation</li> </ul>	<ul style="list-style-type: none"> <li>• Not essential to plan success, but necessary if demonstration projects are to be implemented</li> <li>• Cost is to plan one (1) moderately sized demonstration project</li> <li>• Implementation would be funded separately</li> </ul>	\$2,500-\$6,000
Demonstration Project Implementation	<ul style="list-style-type: none"> <li>• Implementation of a demonstration project as outlined above, including logistics, staffing, setup, teardown, and cleanup</li> </ul>	<ul style="list-style-type: none"> <li>• Not essential to plan success</li> <li>• Demonstration projects can be very successful in generating support for recommendations, if done well; if done poorly, they will amplify critics</li> <li>• Cost is to implement one (1) moderately sized demonstration project</li> <li>• Cost can be reduced if City staff and volunteers provide implementation services</li> </ul>	\$20,000-\$30,000
Draft and Final Plan Report	<ul style="list-style-type: none"> <li>• Compilation of all previous elements into concise report document</li> <li>• Draft version for review/comment</li> <li>• Final version for publication and dissemination</li> </ul>	<ul style="list-style-type: none"> <li>• Essential to document and memorialize the planning process, as well as provide a ready reference for staff and partners</li> <li>• Format and size of final document can be scaled</li> <li>• A more graphically rich document will take more time/money to assemble</li> <li>• PDF-only version will reduce cost</li> <li>• Publishing as paperback, hardback, and/or interactive online will impact cost</li> </ul>	\$8,000-\$20,000