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Memo

Chapin Spencer
DIRECTOR OF PUBLIC WORKS

Date: February 6, 2014

To: City Council

From: Nicole Losch, Transportation Planner

Subject: Authorization to Accept Grant Agreement for the Burlington Bicycle & Pedestrian Action Plan, Project No. STP BP13(12) – Contract No. CA0377

BACKGROUND & SCHEDULE

The Department of Public Works was recently awarded \$60,500 in grant funding through the Vermont Agency of Transportation's Bicycle & Pedestrian Program to conduct a scoping study of pedestrian and bicycle improvements. The Action Plan will help the city and residents identify preferred alternatives based on conceptual recommendations from adopted local plans (i.e. Burlington Transportation Plan and planBTV Downtown & Waterfront).

The scope of work is currently under development. Upon acceptance of this grant agreement, we will issue a Request for Proposals for a consulting team to lead this study. We anticipate the bulk of scoping to occur in 2014, with project completion in FY2015.

This is a reimbursable grant. The State will pay 90% of the total project cost, and our local match is 10% of the project cost. The full local match is \$6,050, currently budgeted within the Bicycle Set Aside line item of Street Capital, with 50% of the match allocated for each FY2014 and FY2015. Table 1 summarizes the project budget:

Table 1. Project Budget – Bicycle & Pedestrian Action Plan

TOTAL PROJECT BUDGET	\$ 60,500
FUNDING SOURCES IDENTIFIED	
Federal Amount	\$ 49,053
State Amount	\$ 5,397.00
Local Amount (Street Capital Bike Set Aside)	\$ 6,050

REQUEST

We request City Council accept this grant and authorize Chapin Spencer, Director of Public Works, to sign the Cooperative Agreement.