



**TOWN OF NEDERLAND
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS
REGULAR MEETING AGENDA**

**NEDERLAND COMMUNITY CENTER
750 Hwy 72 Nederland, CO 80466
December 12, 2018, 6:00 p.m.**

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENT

D. CONSENT AGENDA

- Approval of Warrants - Amanda Kneer/Treasurer
- Approval of the November 14, 2018 Meeting Minutes – Cindy Downing/Secretary

E. INFORMATIONAL ITEMS

- Treasurers Report - Amanda Kneer/Treasurer
- Town of Nederland Administrator Report - Karen Gerrity/Town Administrator
- Chair Report – Susan Schneider/Chair
- Executive Director Report - Josiah Masingale/Executive Director

F. ACTION ITEMS

- Parking, Pedestrian, and Traffic Study and Plan RFP Responses
- 2019 Beautification RFP Release

G. DISCUSSION ITEMS

- NDDA Staff/Board Attendance at DCI 2019 Conference
- 2019 Fireworks Show

H. OTHER BUSINESS – N/A

I. ADJOURNMENT

NEXT REGULAR MEETING: January 9, 2019 6:00 pm at the Nederland Community Center Multi Purpose

The NDDA Board encourages citizen participation. Public Comment period allows an opportunity to address the Board. Discussion is limited to 3 minutes and please address your comments to the Board. Thank you for your cooperation. The NDDA Board may take action on any item included on this agenda, regardless of the heading under which such item appears. Discussion items may become action items if the Board determines that deferring final action on an item to a subsequent meeting is unnecessary or unwarranted and that taking immediate action does not compromise any third-party's rights. Copies of the agendas and meeting packet are available at no cost via email from josiah@nederlanddowntown.org. The information is reviewed and studied by the Board members, eliminating lengthy discussions to gain basic understanding. Short discussion on agenda items does not reflect lack of thought or analysis.

Nederland Downtown Development Authority
Warrant Report

Invoice Number	Date	Vendor	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	Budget Remaini
2018-43	11/15/2018	Ooh La La Catering	\$ 285.00	\$ 285.00	70-75-6000	2018/2019 P2PED Grant Expenses	11,475.00	9,703.67
1870	11/9/2018	Business Victories	\$ 420.00	\$ 420.00	70-75-6000	2018/2019 P2PED Grant Expenses	11,475.00	9,418.67
2018-44	11/13/2018	Elizabeth Allen	\$ 2,560.00	\$ 2,560.00	70-75-5270	Downtown Area/Beautification	10,000.00	1,662.00
2018-45	11/28/2018	Eileen Purdy	\$ 17.31	\$ 17.31	70-75-6000	2018/2019 P2PED Grant Expenses	11,475.00	8,998.67
2018-46	10/31/2018	Cindy Downing	\$ 80.00	\$ 80.00	70-75-5129	DDA Secretary & Personnel	12,600.00	2,829.52
175	11/20/2018	Johanna Walker	\$ 750.00	\$ 750.00	70-75-6000	2018/2019 P2PED Grant Expenses	11,475.00	8,981.36
3388	10/27/2018	The Mountain-Ear	\$ 600.00	\$ 600.00	70-75-6000	2018/2019 P2PED Grant Expenses	11,475.00	8,231.36
135	12/4/2018	Peak Ecological Services	\$ 1,200.00	\$ 1,200.00	70-75-6500	Infrastructure/Noxious Weeds	1,900.00	429.83
2018-47	11/30/2018	Cindy Downing	\$ 168.00	\$ 168.00	70-75-5129	DDA Secretary & Personnel	12,600.00	2,749.52
2018-48	11/30/2018	Cindy Downing	\$ 48.00	\$ 48.00	70-75-6000	2018/2019 P2PED Grant Expenses	11,475.00	7,631.36
	11/30/2018	Town of Nederland	\$ 3,156.56	\$ 1,951.30	70-75-6500	Infrastructure/Visitor Center	30,000.00	4,206.60
				\$ 635.28	70-75-5129	DDA Secretary & Personnel	12,600.00	2,581.52
				\$ 569.98	70-75-6000	2018/2019 P2PED Grant Expenses	11,475.00	7,583.36

Town Of Nederland
NEDERLAND DOWNTOWN DEVELOPMENT AUTHORITY
NEDERLAND COMMUNITY CENTER 750 Hwy 72 Nederland, CO 80466
Multi-Purpose Room
November 14, 2018 @ 6:00 pm
MEETING MINUTES

A. CALL TO ORDER

Chair Susan Schneider called the meeting to order at 6:05 pm

B. ROLL CALL

Board present: Steve Karowe, Mark Stringfellow, Claudia Schaufler, Amanda Kneer, Brent Tregaskis.
Susan Schneider

Quorum: 6 of 8 Board members in attendance

Staff Present: Josiah Masingale (Executive Director), Cindy Downing (Board Secretary)

Guests Present: Karen Gerrity, Town of Nederland Administrator

C. PUBLIC COMMENT

Atashnaa Medicine Shield from the greater Nederland area. Atashnaa asked that the Board consider 3 items:

1. Mural: Reach out to the artists who have their artwork displayed in the Community Center lobby to do the mural.
2. Chipeta Park: Display informational plaques in Chipeta Park. One plaque with the biography of the tribal leader Chipeta, and also a plaque for the pavilion, which is named after Buckskin Charlie.
3. Town wide internet: The DDA should invest in town wide internet.

Jack Bestall, Bestall Collaborative Limited. Jack is the project manager for the Sundance Cafe and represents the Schuler family who currently own the cafe. They currently have the status of non-conforming use so they cannot obtain permits to get the building up to code and open for business. They have a hearing on December 6 to change the status from non-conforming use to use of community significance. They have reached out to the Town of Nederland about forming a partnership and would like the DDA to consider writing letters in favor of their status change to present at the hearing.

Elizabeth Allen, Coloring Colorado. Elizabeth thanked the DDA for the 2018 Beautification Project. She noted there has been great feedback on it and the round-about. She noted that in 2019 she would like to address the empty garden space across from the Mountain Forum Peace Sculpture on 3rd Street. She also noted that the water in the round-about has been cut-off and the shrubs will need to be watered a few times over the winter.

D. CONSENT AGENDA

1. Approval of Warrants-Amanda Kneer/Treasurer

Motion to approve the October Warrants; 2nd. Motion was approved unanimously

2. Approval of the October 10, 2018 Meeting Minutes – Josiah Masingale/Executive Director

Motion to approve the October 10, 2018 Meeting Minutes: 2nd. Motion was approved unanimously

3. Approval of the October 31, 2018 CDOT Meeting Minutes-Josiah Masingale/Executive Director

Motion to approve the October 10, 2018 CDOT Meeting Minutes; 2nd Motion was approved unanimously

E. INFORMATIONAL ITEMS

1. Treasurers Report-Amanda Kneer/Treasurer

They are on budget for revenues on operating funds. They collected collected \$60,000 more in the TIF fund that they had budgeted, so she will have a re determination of what the revenues will be for 2019. They borrowed funds for projects that they didn't spend, so she is going to Town Treasurer about how to get it refunded. The DDA has paid all balances due to the Town.

2. Town of Nederland Administrator Report-Karen Gerrity/Town Administrator

2019 Budget. They posted the draft budget on the Town website on October 15 and are taking public comments. They had their first public hearing for the budget on November 5, the second on November 20, and the final hearing with BOT decisions will be on December 4.

The Great Outdoors Colorado Grant: The application was approved by the BOT at their last meeting in October. This grant was initiated by Chris Pelletier and was brought to the BOT by The Parks and Recreation Open Space Advisory Board. The BOT approved them to apply \$350,000 for the Barker Meadow Park. This plan is still a concept plan and they have formed a Design Advisory Team who will meet on November 15 at 7pm in the conference room at the Community Center. The public is welcome to attend and give input.

Accessory dwelling units. The BOT passed an ordinance on November 5, which is a temporary moratorium on the ordinance that they passed in May. This ordinance was to take effect on November 17, but the BOT decided there were a couple of items in the ordinance that they needed to continue to discuss. They also felt it was important to look at the ADU ordinance in conjunction with the short-term rentals. Trustee Masters is working with Town staff to to tweak the code that is in existence to simplify the process.

Child care in the Town code: Town staff discovered that the code didn't allow in-home childcare so they took the issue to the BOT after presenting it to the Planning Commission. The BOT supported to change the code slightly to include the use of in-home daycare to what they already allow for child care centers in educational institutions. This will not affect child care with 4 or less children. They had to add this to the usage table so it was allowed. They are hoping to get a grant in 2019 to get an expert to look at the code. This evaluation by an expert will cost around \$25,000 and the DDA board members expressed a desire to help fund that expense if possible.

Mark Stringfellow noticed the Central Business District was not included in the code and asked Karen Gerrity how that could be included. Karen said the DDA can bring up this item to the Planning Commission and see if they recommend to the BOT the inclusion of the CBD into the code.

Town lighting ceremony: The ceremony will be on December 7 at Town Hall at 5:00 pm

3. Chair Report- Susan Schneider/Chair

There was no Chair report Presented

4. Executive Director Report-Josiah Masingale/Executive Director

Staff Update: They are on track with the budget for 2018, however TARP needs to be prioritized through the end of the year.

TARP: Josiah will be going along the Peak to Peak to drum up interest in upcoming workshops. He and Steve Karowe met with Scott Bruntjen of the Tourism and Recreation Program (TARP) to gain background and information on the Boulder County Economic Vitality Grant, which TARP has been the lead agency. Transition from TARP to the DDA has been recommended to Boulder County, and the DDA is taking the lead on the 2019 application. TARP will be re-branded Peak 2 Peak Economic Development Program (P2PED Program). Working on additional workshops to offer through the program, with basic website design being one of the targeted topics.

CDOT meeting: Josiah has been in contact with Dan Marcucci/CDOT who is the primary engineer for the region. Dan and his team will provide specific points around the RFP and what kind of language should be in the contract for DDA consideration. Mark Stringfellow asked that Josiah check in with Dan about the Construction and Modification Order for the curb and gutter around the traffic circle.

Attorney services update: Josiah has been communicating with the attorney about language for the 2019 Mill Levy extension spring vote and will bring DRAFT ballot language to the December meeting.

F. ACTION ITEMS

1. DDA Board Member to attend regular PROSAB meetings

Mark Stringfellow volunteered to attend the meetings

G. DISCUSSION ITEMS

1. Public Art Project-Call for Artists and Call for Property Owners

There have not been any additional responses after the re-release. Still have several properties submitted, including several Ron Mitchell properties, and on the alley-side of the Salto building. Currently there is one artist that has submitted a proposal. Salto mentioned interest in some-type of interactive mural on their building. It was noted that the DDA may consider future responses outside of the Call for Artist process. It was suggested that the Arts and Culture Committee move forward with negotiations with the artist that submitted a proposal and match to a submitted property.

H. OTHER BUSINESS

Light on bridge: Mark Stringfellow said many people are requesting a fix for broken sidewalk lights on the west-side of the 119 Bridge on west-facing wall lighting the sidewalk in town because it is extremely dark and dangerous. The Board is going to find out if it is on CDOT or Town property and will proceed from there.

Wayfinding for the shopping center: Claudia Schaffler said people are concerned about the poster board signs advertising businesses and would like to DDA to consider funding wayfinding signs. Claudia is going to get more information on this and present it to the Board.

I. ADJOURNMENT

Motion to adjourn; 2nd. Meeting adjourned at 7:15 pm

NEXT REGULAR MEETING:

December 12 at 6pm in the Nederland Community Center Multi-Purpose room

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Nederland Downtown Development Authority
Balance Sheet
As of November 30, 2018

	<u>Nov 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
70-1002 · DDA Cash Accounts	283,104.85
80-1002 · DDA Cash Accounts (TIF)	330,559.58
Total Checking/Savings	613,664.43
Accounts Receivable	
70-1100 · Taxes Receivable	1,449.16
80-1100 · Taxes Receivable (TIF)	10,961.13
Total Accounts Receivable	12,410.29
Total Current Assets	626,074.72
TOTAL ASSETS	<u>626,074.72</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
70-2000 · Accounts Payable	1,455.35
Total Accounts Payable	1,455.35
Other Current Liabilities	
Payable to Town	4,774.50
70-2100 · Accrued Payables	259,467.81
Total Other Current Liabilities	264,242.31
Total Current Liabilities	265,697.66
Total Liabilities	265,697.66
Equity	360,377.06
TOTAL LIABILITIES & EQUITY	<u>626,074.72</u>

	Jan 2018	Feb 2018	Mar 2018	Apr-18	May-18	Jun-18
DDA (70):						
Revenues						
70-75-4000 Property Taxes	5,043.58	5,263.41	1,441.11	6,298.91	2,623.27	3,407.05
70-75-4002 Specific Ownership Taxes	152.85	173.59	154.37	175.53	159.07	170.08
70-75-4900 Interest	132.15	149.05	210.58	256.03	279.78	297.64
70-75-4915 Donations	0.00	0.00	0.00	0.00	0.00	0.00
70-75-4916 In-Kind Donations	0.00	0.00	0.00	124.99	18.46	0.00
70-75-XXXX Loan Proceeds	0.00	0.00	0.00	0.00	0.00	40,000.00
70-75-8402 TARP	0.00	0.00	0.00	525.00	0.00	0.00
	<u>5,328.58</u>	<u>5,586.05</u>	<u>1,806.06</u>	<u>7,380.46</u>	<u>3,080.58</u>	<u>43,874.77</u>
Expenditures						
Downtown Area/Beautification	0.00	0.00	150.00	23.88	3,268.00	2,360.00
Office Rent	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5100 Legal	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5110 IT	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5115 Website	0.00	0.00	0.00	0.00	0.00	110.00
70-75-5125 Accounting	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5129 Personnel	104.00	144.00	144.00	1,569.00	1,626.31	955.24
70-75-5175 Elections	0.00	7,050.00	0.00	(7,050.00)	0.00	0.00
70-75-5410 Office Supplies	30.00	0.00	0.00	124.99	18.46	0.00
70-75-5710 Postage/Shipping	0.00	0.00	10.00	0.00	0.00	0.00
70-75-5735 Boulder County Tax Collection	75.65	78.95	21.62	94.49	39.34	51.10
70-75-5740 Bank Fees	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5750 Advertising	14.99	125.00	0.00	0.00	250.00	50.00
70-75-5770 Printing/Copying	0.00	2.50	10.27	4.95	0.00	0.00
70-75-5810 Conference/Training	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5830 Meals	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5850 Annual Membership/Dues	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5999 Admin & Finance Allocation	0.00	0.00	0.00	0.00	0.00	0.00
70-75-6000 TARP grant expenses	996.87	3,399.64	1,538.13	3,595.94	5.97	58.98
70-75-6500 Infrastructure	0.00	0.00	135.65	10,854.38	10,075.00	3,383.39
	<u>1,221.51</u>	<u>10,800.09</u>	<u>2,009.67</u>	<u>9,217.63</u>	<u>15,283.08</u>	<u>6,968.71</u>
Net Income	<u>4,107.07</u>	<u>(5,214.04)</u>	<u>(203.61)</u>	<u>(1,837.17)</u>	<u>(12,202.50)</u>	<u>36,906.06</u>

Department Authority

	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	YTD Actual
DDA (70):						
Revenues						
70-75-4000 Property Taxes	255.96	2,038.11	109.84	33.90	1,263.44	27,778.58
70-75-4002 Specific Ownership Taxes	159.29	183.40	173.12	177.44	204.67	1,883.41
70-75-4900 Interest	397.04	444.83	398.80	434.04	420.59	3,420.53
70-75-4915 Donations	600.00	0.00	0.00	0.00	0.00	600.00
70-75-4916 In-Kind Donations	0.00	0.00	0.00	0.00	0.00	143.45
70-75-XXXX Loan Proceeds	0.00	0.00	7,955.65	0.00	0.00	47,955.65
70-75-8402 TARP	0.00	0.00	11,475.00	0.00	0.00	12,000.00
	<u>1,412.29</u>	<u>2,666.34</u>	<u>20,112.41</u>	<u>645.38</u>	<u>1,888.70</u>	<u>93,781.62</u>
Expenditures						
Downtown Area/Beautification	0.00	(880.00)	0.00	0.00	2,560.00	7,481.88
Office Rent	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5100 Legal	0.00	0.00	1,080.00	750.00	0.00	1,830.00
70-75-5110 IT	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5115 Website	0.00	0.00	0.00	0.00	0.00	110.00
70-75-5125 Accounting	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5129 Personnel	1,690.18	1,648.69	874.62	459.16	803.28	10,018.48
70-75-5175 Elections	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5410 Office Supplies	0.00	0.00	0.00	0.00	0.00	173.45
70-75-5710 Postage/Shipping	10.00	0.00	0.00	0.00	0.00	20.00
70-75-5735 Boulder County Tax Collection	3.84	30.57	1.65	0.51	18.95	416.67
70-75-5740 Bank Fees	0.00	0.00	10.00	0.00	0.00	10.00
70-75-5750 Advertising	0.00	0.00	0.00	0.00	0.00	439.99
70-75-5770 Printing/Copying	0.00	0.00	0.00	0.00	0.00	17.72
70-75-5810 Conference/Training	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5830 Meals	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5850 Annual Membership/Dues	0.00	0.00	0.00	0.00	0.00	0.00
70-75-5999 Admin & Finance Allocation	0.00	0.00	0.00	0.00	0.00	0.00
70-75-6000 TARP grant expenses	46.76	145.04	104.88	1,053.38	2,345.29	13,290.88
70-75-6500 Infrastructure	2,196.99	928.53	48.00	0.00	1,951.30	29,573.24
	<u>3,947.77</u>	<u>1,872.83</u>	<u>2,119.15</u>	<u>2,263.05</u>	<u>7,678.82</u>	<u>63,382.31</u>
Net Income	<u>(2,535.48)</u>	<u>793.51</u>	<u>17,993.26</u>	<u>(1,617.67)</u>	<u>(5,790.12)</u>	<u>30,399.31</u>

	2018 Budget	Actual vs. Budget
DDA (70):		
Revenues		
70-75-4000 Property Taxes	28,673.00	(894.42)
70-75-4002 Specific Ownership Taxes	1,600.00	283.41
70-75-4900 Interest	600.00	2,820.53
70-75-4915 Donations	0.00	600.00
70-75-4916 In-Kind Donations	0.00	143.45
70-75-XXXX Loan Proceeds	0.00	47,955.65
70-75-8402 TARP	0.00	12,000.00
	<u>30,873.00</u>	<u>62,908.62</u>
Expenditures		
Downtown Area/Beautification	10,000.00	(2,518.12)
Office Rent	600.00	(600.00)
70-75-5100 Legal	0.00	1,830.00
70-75-5110 IT	250.00	(250.00)
70-75-5115 Website	1,200.00	(1,090.00)
70-75-5125 Accounting	600.00	(600.00)
70-75-5129 Personnel	12,600.00	(2,581.52)
70-75-5175 Elections	10,000.00	(10,000.00)
70-75-5410 Office Supplies	100.00	73.45
70-75-5710 Postage/Shipping	100.00	(80.00)
70-75-5735 Boulder County Tax Collection	450.00	(33.33)
70-75-5740 Bank Fees	50.00	(40.00)
70-75-5750 Advertising	500.00	(60.01)
70-75-5770 Printing/Copying	250.00	(232.28)
70-75-5810 Conference/Training	2,000.00	(2,000.00)
70-75-5830 Meals	500.00	(500.00)
70-75-5850 Annual Membership/Dues	300.00	(300.00)
70-75-5999 Admin & Finance Allocation	1,200.00	(1,200.00)
70-75-6000 TARP grant expenses	8,547.71	4,743.17
70-75-6500 Infrastructure	0.00	29,573.24
	<u>38,647.71</u>	<u>24,734.60</u>
Net Income	<u>(7,774.71)</u>	<u>38,174.02</u>

	Jan 2018	Feb 2018	Mar 2018	Apr-18	May-18
DDA TIF (80):					
Revenues					
80-75-4005 TIF Taxes	48,104.52	50,201.16	13,744.30	59,965.41	24,937.01
80-75-4998 Fund Reserve - Transfer In	0.00	0.00	0.00	0.00	0.00
	<u>48,104.52</u>	<u>50,201.16</u>	<u>13,744.30</u>	<u>59,965.41</u>	<u>24,937.01</u>
Expenditures					
80-75-5735 Boulder County Tax Collection	721.59	753.00	206.16	899.48	374.06
80-75-7100 Loan Principal	0.00	0.00	0.00	7,000.00	0.00
80-75-7200 Loan Interest	0.00	0.00	0.00	50.00	0.00
	<u>721.59</u>	<u>753.00</u>	<u>206.16</u>	<u>7,949.48</u>	<u>374.06</u>
Net Income	<u><u>47,382.93</u></u>	<u><u>49,448.16</u></u>	<u><u>13,538.14</u></u>	<u><u>52,015.93</u></u>	<u><u>24,562.95</u></u>

Downtown Development Authority

	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18
DDA TIF (80):					
Revenues					
80-75-4005 TIF Taxes	32,487.78	2,338.99	18,400.62	987.02	314.86
80-75-4998 Fund Reserve - Transfer In	0.00	0.00	0.00	0.00	0.00
	<u>32,487.78</u>	<u>2,338.99</u>	<u>18,400.62</u>	<u>987.02</u>	<u>314.86</u>
Expenditures					
80-75-5735 Boulder County Tax Collection	487.30	35.07	276.01	14.82	4.72
80-75-7100 Loan Principal	0.00	0.00	0.00	47,955.65	0.00
80-75-7200 Loan Interest	0.00	0.00	0.00	150.00	0.00
	<u>487.30</u>	<u>35.07</u>	<u>276.01</u>	<u>48,120.47</u>	<u>4.72</u>
Net Income	<u><u>32,000.48</u></u>	<u><u>2,303.92</u></u>	<u><u>18,124.61</u></u>	<u><u>(47,133.45)</u></u>	<u><u>310.14</u></u>

	Nov-18	YTD Actual	2018 Budget	Actual vs. Budget
DDA TIF (80):				
Revenues				
80-75-4005 TIF Taxes	11,128.05	262,609.72	190,000.00	72,609.72
80-75-4998 Fund Reserve - Transfer In	0.00	0.00	0.00	0.00
	<u>11,128.05</u>	<u>262,609.72</u>	<u>190,000.00</u>	<u>72,609.72</u>
Expenditures				
80-75-5735 Boulder County Tax Collection	166.92	3,939.13	2,900.00	1,039.13
80-75-7100 Loan Principal	0.00	54,955.65	0.00	54,955.65
80-75-7200 Loan Interest	0.00	200.00	0.00	200.00
	<u>166.92</u>	<u>59,094.78</u>	<u>2,900.00</u>	<u>56,194.78</u>
Net Income	<u>10,961.13</u>	<u>203,514.94</u>	<u>187,100.00</u>	<u>16,414.94</u>

	<u>Exec Director</u>	<u>Secretary</u>
Jan		104.00
Feb		144.00
Mar		144.00
Apr	1409	160.00
May	1546.31	80.00
June	955.24	-
July	1570.18	120.00
August	1504.69	144.00
September	738.62	136.00
October	379.16	80.00
November	635.28	168.00
December		
	8,738.48	1,280.00
Budget	9,000.00	3,600.00
Remaining to Spend	261.52	2,320.00

Nederland Downtown Development Authority
Transaction Detail By Account
 January through July 2018

	Type	Date	Num	Name	Memo	Amount		Loan Proceeds/Budget Borrowed from Town	Remaining to Spend
70-6500 - Infrastructure									
	Bill	06/05/2018	001289	City Floral	hanging baskets	880.00			
	Bill	06/26/2018	001294	City Floral	hanging baskets	330.00			
						1,210.00	YTD Spent	1,800.00	590.00
							Hanging Baskets		
	General Journal	04/30/2018		Town of Nederland	January - April visitors center upgrade	10,854.38			
	General Journal	06/30/2018		Town of Nederland	June visitors center upgrade	937.37			
	General Journal	05/31/2018		Town of Nederland	May visitors center upgrade	10,075.00			
	General Journal	07/31/2018		Town of Nederland	Visitor Center July 2018	1,975.35			
	General Journal	11/30/2018		Town of Nederland	Visitor Center November 2018	1,601.30			
	General Journal	11/30/2018		Town of Nederland	Visitor Center November 2018	350.00			
						25,793.40	YTD Spent	30,000.00	4,206.60
							Visitor Center		
	Bill	07/02/2018	3153	The Mountain-Ear	noxious weeds	150.00			
	General Journal	07/31/2018		Town of Nederland	Noxious Weeds project 3 hours Josiah Masingale July 2	71.64			
	General Journal	08/31/2018		Town of Nederland	Noxious Weeds project 1.5 hours Josiah Masingale Aug	48.53			
	Bill	12/04/2018		Peak Ecological Services		1,200.00			
						1,470.17	YTD Spent	1,900.00	429.83
							Noxious Weeds		
	Bill	03/12/2018	2018-22	Ronald Mitchell	roundabout	135.65			
	Bill	06/04/2018	DDA 2018-01	Mark Stringfellow	roundabout	1,267.02			
	Bill	06/19/2018	2018-27	Elizabeth Allen	roundabout	849.00			
						2,251.67	YTD Spent	1,755.65	(496.02)
							Roundabout		
	Bill	9/30/2018	2018-36	Cindy Downing	public art project	\$ 48.00	YTD Spent	2,500.00	2,452.00
							Public Art		
					70-6500 Infrastructure TOTAL	30,773.24		37,955.65	7,182.41



AGENDA INFORMATION MEMORANDUM DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: December 12, 2018

Prepared By: Karen Gerrity, Town Administrator

Dept: Admin

Consent Information Action Discussion

STAFF REPORT FROM TOWN ADMINISTRATOR



TOWN HOLIDAY LIGHTING CEREMONY

Thank you to Cindy, the Nederland Downtown Development Authority, local musicians and Girl Scout carolers for partnering with the Town for another successful Holiday Lighting Event. Dozens of attendees enjoyed holiday music, hot cocoa and tasty treats. The Mayor led the crowd in a countdown before the lights were turned on. New this year is the Gingerbread House.

2019 BUDGET

The Board of Trustees held two work sessions with Town Staff to discuss and build the 2019 budget. These works sessions were publicly noticed and open to the public. The DRAFT 2019 Budget was posted on the Town website on October 15 and public input was encouraged. The first public hearing for the DRAFT 2019 Budget was held on November 5 in the Community Center. The second public hearing took place during the November 20 Board of Trustees meeting at the Community Center. The Final 2019 Budget was adopted at the December 4 Board of Trustee meeting.

SHORT TERM RENTALS AND ACCESSORY DWELLING UNITS

The Board of Trustees discussed recommended modifications to the Nederland Municipal Code to address short term rental and accessory dwelling units. The BOT appointed an advisory committee comprised of town staff, trustees and planning

commissioners to further research modifications to the code and then present their findings at the first BOT meeting in February.

DENVER REGIONAL COUNCIL OF GOVERNMENTS

Chris Pelletier and Karen Gerrity continue to attend DRCOG meetings regarding Sub-regional Transportation Improvement Project (TIP) funding. Grants will be due in February 2019. Staff has identified Jefferson Street leading into the Visitor Center parking lot as a project that meets some of the criteria for the funding. One page abstracts are due to the TIP technical committee by December 31, 2018. Staff is analyzing potential financial resources to meet the grant match.

COMMUNITY DEVELOPMENT UPDATE (mid-October to mid-November 2018)

The seasonal downturn for construction has slowed down the number of issued permits. A total of 3 building permits have been issued to include: 2 miscellaneous permits, and 1 residential remodel. The building plans for the new Biosolids building is in the plan review phase by SAFEbuilt. Staff processed 4 excavation/ROW permits, and 3 banner permits during this time.

ECO PASS PROGRAM

The Nederland Eco Pass District Board is working with Town Staff to address the number of ineligible users of Eco Pass. The board has offered to pay the hourly wage for staff to work additional hours to audit the system and identify passes that need to be suspended. This process began a month ago.



AGENDA INFORMATION MEMORANDUM DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: December 12, 2018

Prepared By: Josiah Masingale, Executive Director

Consent Information Action Discussion

AGENDA ITEM: Executive Director's Report for December 2018

SUMMARY:

- Staffing Report: Staff costs under budget for fiscal year 2018. Cindy Downing was NDDA lead for Town Lighting Ceremony. Cindy to lead the Food Truck Committee on first steps. Josiah Masingale to lead additional attorney services work through December. Peak 2 Peak Economic Development 2018 will continue to have operating and project-specific staff costs through early 2019.
- Peak 2 Peak Economic Development 2018 Update: Currently coordinating one workshop (Instagram Analytics – December 13th) and working on some other potential workshops for early 2019. Working with The Old Gallery/Allenspark for supportive items geared towards tourism impact and sustainability. Collecting data via the business needs survey <https://www.surveymonkey.com/r/6Y8L3BJ> that is being distributed to businesses in the Peak to Peak region, and through post-workshop online evaluations. Working with Boulder County on spend-down plan for 2018, reporting for 2018, and 2019 application/grant.
- Public Art Mural Project Update: Working with potential first property location and artist for concepts and agreements between parties.
- Succession Planning: DRAFT Succession Plan drafted for Executive Committee.
- Attorney Services: Process and budget for election work with attorney for early 2019 board presentation.
- Board Meeting Items/Process: Please work with DDA Chair to place items on the monthly agenda; potential agenda items need to be submitted to Chair by 1st Monday of the month. Board Meeting Packet materials should be prepared and submitted to the Executive Director by the 2nd Monday of the month. Thank You!

RECOMMENDATIONS: N/A

FINANCIAL CONSIDERATIONS: N/A

ATTACHMENTS: N/A



AGENDA INFORMATION MEMORANDUM DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: December 12, 2018

Prepared By: Josiah Masingale, Executive Director

Consent Information Action Discussion

AGENDA ITEM: Parking, Pedestrian, and Traffic Study and Plan RFP Responses

SUMMARY:

Through the 2018 DDA Prioritization Meeting (August 2018) the DDA Board of Directors prioritized an RFP to select a firm to conduct a study and provide a plan regarding parking, pedestrian mobility, and traffic flow in Nederland and specific to the Downtown District and DDA 2017 Master Plan priorities. A DRAFT RFP was presented to the NDDA Board at the September 2018 meeting and with several revisions incorporated and approved at the October 2018 meeting the final RFP was released in mid-October 2018 with a submission deadline of November 30, 2018. Work is expected to commence by early 2019 and end by October 30, 2019 with final Study and Plan presented to the NDDA Board by late November 2019.

Proposals will be evaluated using the following criteria, without limitation, in determining the recommendation of the firm by the Nederland Downtown Development Authority Board of Directors to submit a recommendation to the Nederland Town Board of Trustees for final approval.

- Completeness and responsiveness to the requirements of the RFP
- Demonstrated qualifications, professional experience and competency in the analysis associated with the scope of work
- Proposed fee to the DDA and the viability of the firm or team to complete the scope of services in a timely fashion.
- Innovative nature and extent of creativity in addressing various aspects of the RFP, including presentation methods and materials.

Two firms (Walker Consultants, and Traffic Engineers, Inc) submitted proposals.

RECOMMENDATIONS:

Schedule presentations on proposals by firms at a future DDA Board Meeting, including requesting specific responses from the firms that ensures the proposals meet a CDOT Feasibility Study Standard, and responses from the firms certifying that “the Plan and Study shall identify potential short- and long-term impacts to the state highway system from any proposed changes. It will be required to show

that any proposed changes to State Highway facilities will not adversely affect the safety, operations, nor the cost of maintenance of the system into the foreseeable future.”

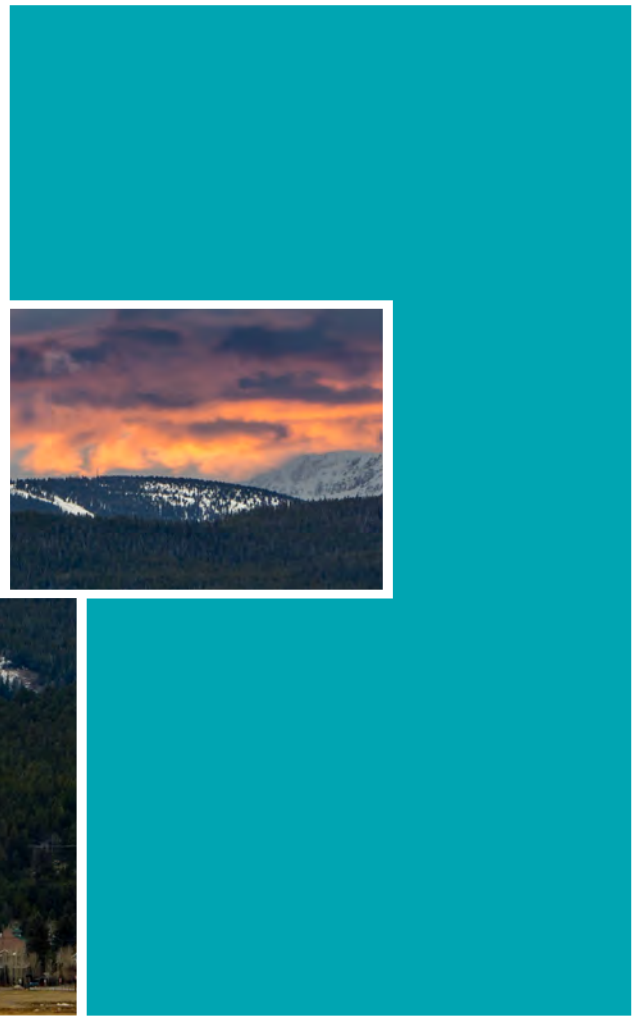
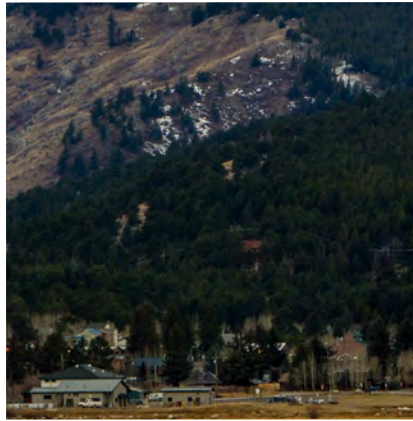
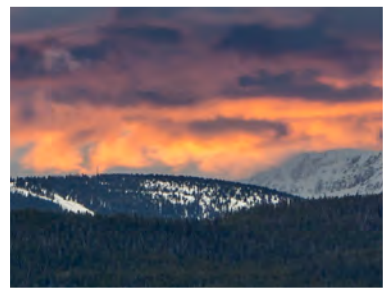
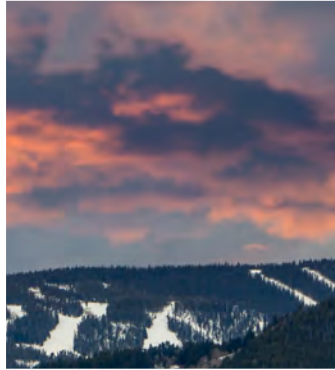
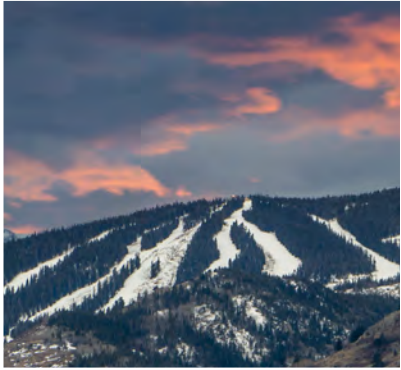
Or, provide other guidance to staff on next steps.

FINANCIAL CONSIDERATIONS:

It is anticipated that TIF funds will be used to fund some or all of this Study and Plan. The DDA has earmarked \$40,000.00 in its 2019 TIF budget with final budget contingent on chosen firm/proposal and Town Board of Trustees approval.

ATTACHMENTS:

- 1) Walker Consultants Proposal
- 2) Traffic Engineers, Inc Proposal



Proposal for:

PARKING, PEDESTRIAN AND TRAFFIC STUDY AND COMPREHENSIVE PLAN

Prepared for the Nederland Downtown Development Authority
Nederland, Colorado

November 26, 2018



WALKER
CONSULTANTS



DAVID EVANS
ASSOCIATES INC.



November 26, 2018

Mr. Josiah Masingale
Executive Director
Nederland Downtown Development Authority
P.O. Box 396
Nederland, CO 80466

Re: Proposal for Parking, Pedestrian and Traffic Study and Comprehensive Plan
Nederland Downtown Development Authority, Nederland, Colorado

Thank you for the opportunity to submit our proposal for the Parking, Pedestrian and Traffic Study and Comprehensive Plan for the Nederland Downtown Development Authority (NDDA) in Nederland, Colorado. We have assembled the best team to help unique, forward-thinking downtown Nederland reach its mobility goals for the following reasons:

Strong relationships with key partners, developed over decades of service. As part of this Request for Proposals, the NDDA has specifically sought firms with close working relationships with key implementation partners. Our core team members from Walker Consultants and David Evans and Associates (DEA) have been serving the Denver Metro region and the State of Colorado for decades. While Walker has recently completed engagements with the Regional Transportation District and has worked directly with and alongside DRCOG and CDOT over the years, DEA is presently working on the Boulder County Transportation Master Plan (TMP). Because of these relationships, we have intimate knowledge of what is implementable and feasible for these organizations and have data readily available as a resource for the NDDA Parking, Pedestrian and Traffic Study and Comprehensive Plan, from major intersection counts to station ridership statistics.

Holistic approach in recognition of Nederland's core ideals. The Town of Nederland is dedicated to sustainability, self-sufficiency, and an awareness of individual and collective impacts on the local, regional, and global environment. Our team's philosophy emphasizes management and maintenance of existing assets before adding new ones and a comprehensive, data-based approach to assessing and improving mobility in all its forms. In addition, we understand that for many communities, the need for close-in parking is cultural and ingrained. We have the experience to meet people where they are, while offering realistic solutions for changing behaviors, maintaining high levels of service, and supporting economic vitality.

Focus on implementation. We want our plans to be well-used and dog-eared, not sitting on a shelf. Like the NDDA, we want this plan to serve as an engine for change. We don't just stop at recommendations—we develop implementation plans in concert with capital spending goals, and in keeping with existing visionary objectives. We also "benchmark" our recommended solutions, ensuring that policies, strategies, and frameworks are innovative and tailor-made yet tried-and-true in communities of similar size and demographics.

Our proposal includes details on our project vision and approach, our team's qualifications and successes, and more. Please do not hesitate to contact us directly if you have any questions on the information presented.

Our project manager, and primary point of contact for this engagement, is Mallory Baker. She can be reached by phone at 720.458.1629 or by e-mail at mbaker@walkerconsultants.com.

We appreciate the opportunity to submit this proposal and are eager to speak further with you about how we can serve the NDDA.

Sincerely,

WALKER CONSULTANTS

Mallory A. Baker
Consultant and Project Manager

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01 PROJECT VISION & APPROACH



PROJECT APPROACH

ANALYTIC. ENGAGING. IMPLEMENTABLE. CUSTOMIZABLE.

WE’VE FOCUSED ON THESE FOUR SIMPLE CONCEPTS TO CREATE A PLAN THAT WILL STAY OFF THE SHELF, AND ON THE DESK—DOG-EARED AND READY FOR ACTION.



ANALYTIC

In a 2015 Economic Development survey, traffic flow and parking were identified as the “greatest barriers to a vibrant and welcoming downtown.” Our proposed scope focuses on rigorous quantitative and qualitative analysis to identify these barriers with precision so that remedies can be sought and accomplished.

ENGAGING

The NDDA seeks to be a supportive partner and advocate for its constituents—and as a consultant for the NDDA, the Walker team will do the same. Our innovative engagement strategies will not be empty lectures or listening sessions. Rather, they will glean valuable and real feedback that will directly influence the planning process.

IMPLEMENTABLE

The NDDA seeks to be an engine for change and implementation of plans—not merely a creator of plans. As such, our scope focuses on implementable and politically, economically, and socially feasible recommendations, and clear, actionable steps towards a more equitable, effective, and efficient parking and transportation system.

CUSTOMIZABLE

While our base scope has the rigor needed to get the job done, we know that flexibility and customization are essential to creating a process that can meet the unique (and sometimes changing) needs of communities. We’ve included several alternative approaches for NDDA’s consideration—from expanded data collection and analyses, to more comprehensive public engagement, to on-the-ground implementation strategies and plans.

WE BELIEVE IN...

RIGOROUS, GRANULAR DATA COLLECTION

We truly believe that data is the foundation to great outcomes. Our data collection practices combine tried-and-true, on-the-ground methods with high-tech interventions. With these techniques, we can determine with great precision and granularity what is happening in the Nederland mobility system.

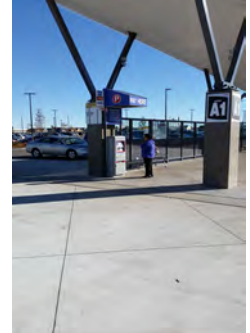
PUBLIC ENGAGEMENT, NOT PUBLIC PROCESS

The term “process” connotes requirement and obligation. We’d rather look to engagement to shape our efforts to share and glean information and input from Nederland’s invaluable stakeholders and citizenry. We don’t believe in explaining technical terms and concepts ad nauseum in a PowerPoint. We believe in interactive in-person and online outreach methods that get people moving, thinking, learning and—most importantly—contributing valuable insight on the project. We know that people—from local residents to savvy tourists—love Nederland, and we want to take advantage of the time they spend there and the ways they interact with the mobility system.

PROJECT APPROACH

EXCELLENT WORKING RELATIONSHIPS WITH MANY KEY STAKEHOLDERS

Over more than 20 years of service to the Denver Metro area, Walker has developed a long-standing, strong relationship with RTD, DRCOG, and CDOT through many prior projects either as a consultant for these institutions or in coordination with them. DEA is currently working on the Boulder County TMP and is well-versed in the opportunities and challenges in Boulder County and its communities; the firm also has developed data for the TMP that can be leveraged for this project. In addition, Hannah Polow, the lead team member from DEA, worked as a transportation planner for Boulder County for nearly three years. These relationships will play an integral role in mutually establishing a vision for the project, developing a stakeholder outreach plan, and identifying partners, key milestones, and timelines for phased implementation of solutions.



PAY KIOSKS AT RTD CENTRAL STATION—ONE OF THE 85 PARK-N-RIDE STATIONS INCLUDED IN A TECHNICAL ASSESSMENT OF UNIVERSAL PAID PARKING IMPLEMENTATION WALKER COMPLETED IN 2016

SEAMLESS PROJECT MANAGEMENT AND COORDINATION

The team's lead firm, Walker, has strived to perfect project management and coordination practices to deliver projects on time, on task, and on budget.

- Web-Based Project Management Technology:** Walker employs a web-based project management platform, Deltek Vision, which helps us build a project budget up-front based on anticipated hours by task, subconsultant, and internal resources. Widely used by the Architecture/Engineering industry and professional services firms, this tool is structured around providing real-time reports to track progress on each key task, based on hours allocated, spent, and projected. Walker has built upon Deltek's base capabilities to successfully execute projects from start to finish for over 10 years, keeping complex tasks and processes on time, on target, and on budget for our clients.
- Standardized Internal Communications:** Walker has a strong track record of both internal teaming and building successful working relationships with a wide range of subconsultants, leveraging the unique skills of a multidisciplinary team to get the best results possible for our clients. Team members receive an Action Items list each week, which includes task description and status update, responsible party(ies), and internal deadlines. In addition, a recurring weekly check-in is scheduled through the duration of the project, offering ample time to discuss complex issues and determine the best way forward.

No.	Action	Status	Person(s) Responsible	Due to	Date Due/Completed
1	Determine scoping and staffing needs for walk/bike audit	Complete	Chris	Jeremiah	3/13/17 by EOD
2	Draft Existing Conditions Memo	Complete	Chris	Jeremiah	3/13/17 by EOD
3	Project Framework Grid	In Progress	Jeremiah/Mallory	Steering Committee	3/13/17 at 11:00 AM
4	Presentation Framework for Public Meeting #2	In Progress	Chris V	Steering Committee	3/13/17 at 11:00 AM
5	TDM Interactive Preferences Exercise Framework	In Progress	Ann/Allison	Steering Committee	3/13/17 at 11:00 AM
6	Revised draft TDM Memo	In Progress	Ann/Allison	Jeremiah	3/24/17 by EOD

ACTION ITEMS LIST FOR CONSULTANT TEAM FOR NATIONAL WESTERN CENTER PARKING AND TRANSPORTATION MANAGEMENT PLAN

- Regular Progress Updates and Formal/Informal Opportunities for Input:** We strongly believe in regularized formal and informal communication with the client and key stakeholders throughout the duration of the project, providing ample opportunity for input at key decision points, ensure mutual understanding of outcomes and conclusions, and monitor project progress.
- Unified Messaging:** Walker knows that messaging is crucial for our clients as they communicate decisions and share updates with a wide variety of stakeholders and the general public. In partnership with the Nederland DDA and its partners, the Walker team will develop a standardized template to use for all outward-facing deliverables, from presentations to the public, to memorandums, reports, maps, and graphics.



DETAILED SCOPE OF WORK

FROM BEGINNING TO END: PROJECT MANAGEMENT AND COORDINATION

We propose a streamlined combination of both informal and formal opportunities for the “core team” (consultant staff and client/partner representatives) to meet and discuss next steps. Whether in person, over the phone, or via video conference, we see these meetings as essential check points that accomplish the following, among others:

- Make sure the project outcome is in keeping with desired goals and outcomes.
- Keep abreast of relevant external projects, updates, and disruptors.
- Apply local context and institutional knowledge to potential management practices, technology tools, financing options, and others.

At our project kickoff, we will establish this “core team” and identify potential future meeting dates and mediums. For our base scope, we’ve budgeted for three (3) in-person meetings: one as the project kickoff, one following the existing conditions assessment in preparation for stakeholder engagement, and one following issuance of the draft report and implementation plans.

TASK 1: EXISTING CONDITIONS ASSESSMENT

As we’ve said before, our team is all about the data—the bedrock for analysis, strategy, and implementation. Our existing conditions assessment will be two-fold. The first component will include parking and vehicular infrastructure. The second component will include multimodal infrastructure, with a primary focus on bicycle and pedestrian amenities.

PARKING AND VEHICULAR INFRASTRUCTURE

This task entails collecting inventory, usage, and characteristic data for all existing public and private parking facilities and/or locations within the defined study area. This effort is designed to provide a clear understanding of current community parking and vehicular access conditions. It will establish a baseline of how parking is currently used in the study area, confirm current parking management and operational strategies, and identify challenges and opportunities.

It is necessary to understand the existing conditions in order to evaluate any shortcomings—localized or systemic. We will collect parking supply and demand information within the study area to identify shortfalls, surpluses, and user characteristics to help understand needs and likely impacts of proposed policy adjustments.

The information collected during this task will include quantifying public on-street and off-street supply, as well as all private off-street supply where we are granted access for the purpose of this study. We will also note characteristics of the parking supply such as any restrictions (time or user group), pricing, and general condition and description of the supply.

As part of this task, we will inventory all publicly-available parking within the study area (including privately-owned surface lots that are generally available to the public). Following, we will conduct hourly parking occupancy counts on two separate days for a 10-hour window each day—Walker suggests a typical weekday from 8 a.m. to 6 p.m. and a typical Saturday from 10 a.m. to 8 p.m., although these timeframes will be discussed with the core team during the kickoff meeting. Parking occupancy data will be captured to match the detailed inventory breakdowns recorded within the parking supply inventory. These occupancy counts will provide a “snapshot” of current parking conditions.



DETAILED SCOPE OF WORK

The occupancy counts will then be compared to the effective parking supply (actual supply less 10% to 15%) to determine the estimated parking adequacy by study area zone or neighborhood and on a block-by- block basis.

In addition to parking occupancy counts, we will identify, observe, and inventory existing parking management and operational strategies and infrastructure in play, such as signage and wayfinding, time limits, reserved parking, pick-up and drop-off locations, and others.

Finally, the team will conduct morning, noon, and evening turning movement counts at three major intersections in the study area, and general observe vehicular infrastructure conditions and potential for vehicle-to-vehicle conflict.

MULTIMODAL INFRASTRUCTURE

Our team will complete the foundation of the multimodal existing conditions analysis based on a walking tour with the project team. The tour will also offer an additional opportunity to observe parking conditions and behaviors. During this walking tour, we will identify major concerns, observations, ease of access, and conflicts between different modes, with a particular focus on pedestrian and bicycle infrastructure, accessibility, and amenities.

DELIVERABLE: Existing Conditions Assessment Memorandum, Graphics, and Maps

TASK 2: FUTURE NEEDS ASSESSMENT

Nederland’s future parking and access needs don’t simply depend on the ability of existing parking infrastructure to absorb demand. They also depend on the community’s (and the DDA’s) ability to leverage mobility interventions, transportation demand management, and multimodal infrastructure—and of course, they depend on the impact of disruptors, like TNCs, AVs, and the sharing economy, on the parking environment.

Using data from Task 1 as our starting point, we will project short-range (1-2 year), mid-range (5-7 year), and long-range (10-15 year) demand and supply needs based on phasing of planned and conceptual development, as determined from information provided by the Core Team and other partners. Note that successful execution of this task will require active participation from the NDDA and its partners to provide information and projections necessary to estimate future transportation demand.

Team Lead Walker will also evaluate the influence of disruptive technologies, such as TNCs, on parking supply needs.

DELIVERABLE: Future Needs Assessment Memorandum, Graphics, and Maps



EMPLOYEES INSTALL WALKER'S LICENSE PLATE RECOGNITION (LPR) CAMERA BEFORE A TURNOVER ANALYSIS SESSION



IMAGE SOURCE: CARROTINSURANCE.COM

DETAILED SCOPE OF WORK

TASK 3: DDA STAKEHOLDER ENGAGEMENT

The Nederland DDA wants to focus on implementation—the “engine” bringing Nederland’s plans to reality. Engaging stakeholders, sharing information, inviting transparency, and incorporating feedback are all essential to developing a plan that will be politically supported and community supported.

Our base scope includes coordination and execution of one (1) invitation-based downtown stakeholder meeting, where the project scope and schedule and key findings to date will be shared, and feedback will be gathered. For a full description of our stakeholder engagement philosophy and proposed activities, please see the Public Engagement and Outreach Section on page 30. Note that successful execution of this task will require participation from the NDDA and its partners to assist in planning/securing meeting logistics, creating invitation lists, and reviewing meeting materials.

Our deliverable for this plan will summarize feedback and clearly discuss how this feedback will be implemented in the plan—including any barriers to realizing stated goals and desires of Nederland’s downtown stakeholders.

DELIVERABLE: Downtown Stakeholder Feedback Summary and Next Steps

TASK 4: DEVELOP PARKING PEDESTRIAN, AND TRAFFIC STUDY REPORT AND COMPREHENSIVE PLAN

Task 4 comprises the development of management and policy recommendations from the quantitative and qualitative data collected in Tasks 1, 2, and 3, as well as best practice strategies from local, regional, and national communities.

PARKING MANAGEMENT

The parking management component will include strategies for the following:

- Maximizing the spatial efficiency of the parking system, including dynamic signage and wayfinding options;
- Improving balance of the parking system among key user groups (residents, employees, visitors, etc.);
- Increasing or adjusting the parking supply as necessary;
- Incorporating shared parking and payment technologies, to include parking wayfinding and reservation systems, pay-by-phone applications, multi-space meters, and other alternatives to single-space meters;
- Improving and enhancing parking restrictions to achieve goals, as well as enforcement and parking ambassadorship;
- Incorporating shared parking opportunities, valet programs, and other management and operations methods;
- Addressing the financial viability of the parking system, including traditional and non-traditional revenue generation methods;
- Incorporating TNC infrastructure, such as designated pick-up, drop-off, and pool locations, into the parking system;
- Identifying potential for future flexibility in the parking supply to accommodate car share, autonomous vehicles, and other vehicular disruptors;
- And more.

Strategies will be discussed narratively and prioritized in an implementation matrix, including timelines, responsible parties, and opinion of cost.

DETAILED SCOPE OF WORK

CIRCULATION AND MULTIMODAL INFRASTRUCTURE

The circulation/traffic flow and multimodal infrastructure component will include strategies for the following:

- Improving traffic flow and minimizing vehicle-to-vehicle, vehicle-to-bicycle and other, and vehicle-to-pedestrian conflicts on both a district-wide and location-specific basis, including conceptual intersection striping plans for one key intersection.
- Enhancing multimodal infrastructure and options for residents, visitors, and employees.
- Addressing environmental protection and appropriate stormwater management as related to traffic flow, circulation, and multimodal infrastructure.

Strategies will be discussed narratively and prioritized in an implementation matrix, including timeline, responsible parties, and cost.

DELIVERABLE: Town of Nederland Parking, Pedestrian, and Traffic Study and Comprehensive Plan, Plan Implementation Matrix

BID ALTERNATES: EXISTING CONDITIONS ANALYSIS, PUBLIC ENGAGEMENT, AND IMPLEMENTATION

We understand that needs change and priorities shift as planning processes move forward. As such, we have developed a number of bid alternate possibilities above and beyond our base scope to address additional needs as they arise.

EXISTING CONDITIONS AND DATA ANALYSIS

Special Event Counts:

Additional occupancy counts during special events, such as Frozen Dead Guy Days.

Additional Traffic Counts:

Traffic movement assessment for all modes at three additional intersections.

StreetLight Data:

To provide more detailed traffic analysis based on GPS-location services data, our team proposes an additional service of purchasing a subscription from StreetLight Data, a company that provides a platform to get information about traffic movements. Our team is familiar with the platform and is currently using it for the Boulder County TMP Update.

Turnover Analysis:

Using Walker's vehicle-mounted License Plate Recognition (LPR) camera, conduct turnover surveys in select areas in Nederland's downtown core.



LICENSE PLATE INVENTORY TOOL

Walker Consultants utilizes an advanced portable vehicle mounted License Plate Recognition (LPR) system by Genetec. The system operates AutoVu Patroller software typically used in parking enforcement applications. Two specially designed magnetic mounted high speed cameras utilizing infrared lighting allow the system to effectively capture plate numbers while moving along the roadway or within a parking lot or garage. Plate images are captured on one or both sides of the equipped vehicle. The images are recorded and the license plate characters are recorded using optical recognition software, in addition to an overall image of the vehicle, close-up of the plate, GPS coordinates, and date/time of the observation.

The system can automatically identify vehicles parking beyond a set time limit, check for specific plates, or simply record the data for further analysis using Excel or similar data analysis tool. The unit is completely portable, allowing the unit to be installed, calibrated, and in use within about 30 minutes.

DETAILED SCOPE OF WORK

PUBLIC ENGAGEMENT

Digital Survey:

Develop, execute, and analyze results for a publicly-available online survey, gauging user experience with the parking and transportation system, assessing appetite for new technologies, services, policies, and more.

Public Open House:

Interactive open house for the general public, where study objectives and key findings can be shared and feedback gathered.

Additional Stakeholder Meetings:

Additional meetings for the downtown stakeholder group to discuss specific issues, vet draft plans and implementation matrices, and more

IMPLEMENTATION

Board of Trustees/Planning Commission Work Sessions:

Work sessions with elected and appointed bodies to discuss the plan, pursue adoption, and further develop plans for implementation.

Special Event Management Plan:

Plan for parking and transportation initiatives and needs specific to Nederland's unique special events, including remote parking locations, operational considerations, and management policies.

Additional Concept Striping Plans:

Conceptual striping plans for up to two additional intersections.



*BUSINESS OWNERS, PROPERTY OWNERS,
AND EMPLOYEES MEET TO DISCUSS PARKING
MANAGEMENT STRATEGIES IN BRIGHTON'S
DOWNTOWN CORE*

PROJECT SCHEDULE

PROJECT SCHEDULE

THE FOLLOWING SHOWS THE PROPOSED PROJECT SCHEDULE FOR THE BASE SCOPE, INCLUDING MEETINGS, COORDINATION CALLS, AND DELIVERABLES. NOTE THAT THIS PROPOSED SCHEDULE ASSUMES AN EARLY JANUARY PROJECT START DATE. THE SCHEDULE MAY BE ADJUSTED TO ACCOMMODATE BID ALTERNATES, SUCH AS PUBLIC OPEN HOUSES OR WORK SESSIONS.

<h1 style="font-size: 2em; margin: 0;">SCHEDULE</h1>	2019					
	JAN	FEB	MAR	APR	MAY	JUN
ONGOING: PROJECT MANAGEMENT AND COORDINATION	KM		CC1			
TASK 1: EXISTING CONDITIONS ASSESSMENT		TD1				
TASK 2: FUTURE NEEDS ASSESSMENT			TD2			
TASK 3: DDA STAKEHOLDER ENGAGEMENT				SM, TD3		
TASK 4: MANAGEMENT AND POLICY					DR	FR

DELIVERABLES KEY:

- KM: KICK OFF MEETING
- CC1, 2: CORE TEAM COORDINATION CALLS
- TD1: EXISTING CONDITIONS ASSESSMENT (TASK DELIVERABLE 1)
- TD2: FUTURE NEEDS ASSESSMENT (TASK DELIVERABLE 2)
- TD3: DOWNTOWN STAKEHOLDER FEEDBACK SUMMARY AND NEXT STEPS (TASK DELIVERABLE 3)
- DR: DRAFT REPORT
- FR: FINAL REPORT

TEAM MEMBER TASK HOURS AND AVAILABILITY

TEAM MEMBER TASK HOURS AND AVAILABILITY

THE NEXT SECTION INCLUDES DETAILED INFORMATION ABOUT OUR TEAM ORGANIZATION, STAFF BIOGRAPHIES AND RESUMES, AND RELEVANT PROJECT EXPERIENCE. THE FOLLOWING SHOWS STAFF AVAILABILITY AND HOURS BY TASK FOR THE BASE SCOPE:

Scope Item/Task	WALKER			David Evans and Associates			All Traffic Data
	Project Manager	Traffic and Circulation Specialist	PIC	Team Lead	Sr. Engineer	Engineer	Team Lead
	Baker 50% Availability	Weckstein 50% Availability	Dorsett 5% Availability	Polow 30% Availability	Gade 30% Availability	Scott 30% Availability	Boivin 10% Availability
Staff Hours: Project Management and Coordination	14	4	0	2	0	0	1
Staff Hours-Task 1: Existing Conditions Assessment	26	20	0	16	6	4	8
Staff Hours-Task 2: Future Needs Assessment	10	18	0	8	4	0	0
Staff Hours-Task 3: DDA Stakeholder Engagement	22	2	1	8	0	4	0
Staff Hours-Task 4: Report and Comprehensive Plan	24	16	2	12	5	3	4
TOTAL PROFESSIONAL LABOR HOURS:	96	60	3	46	15	11	13



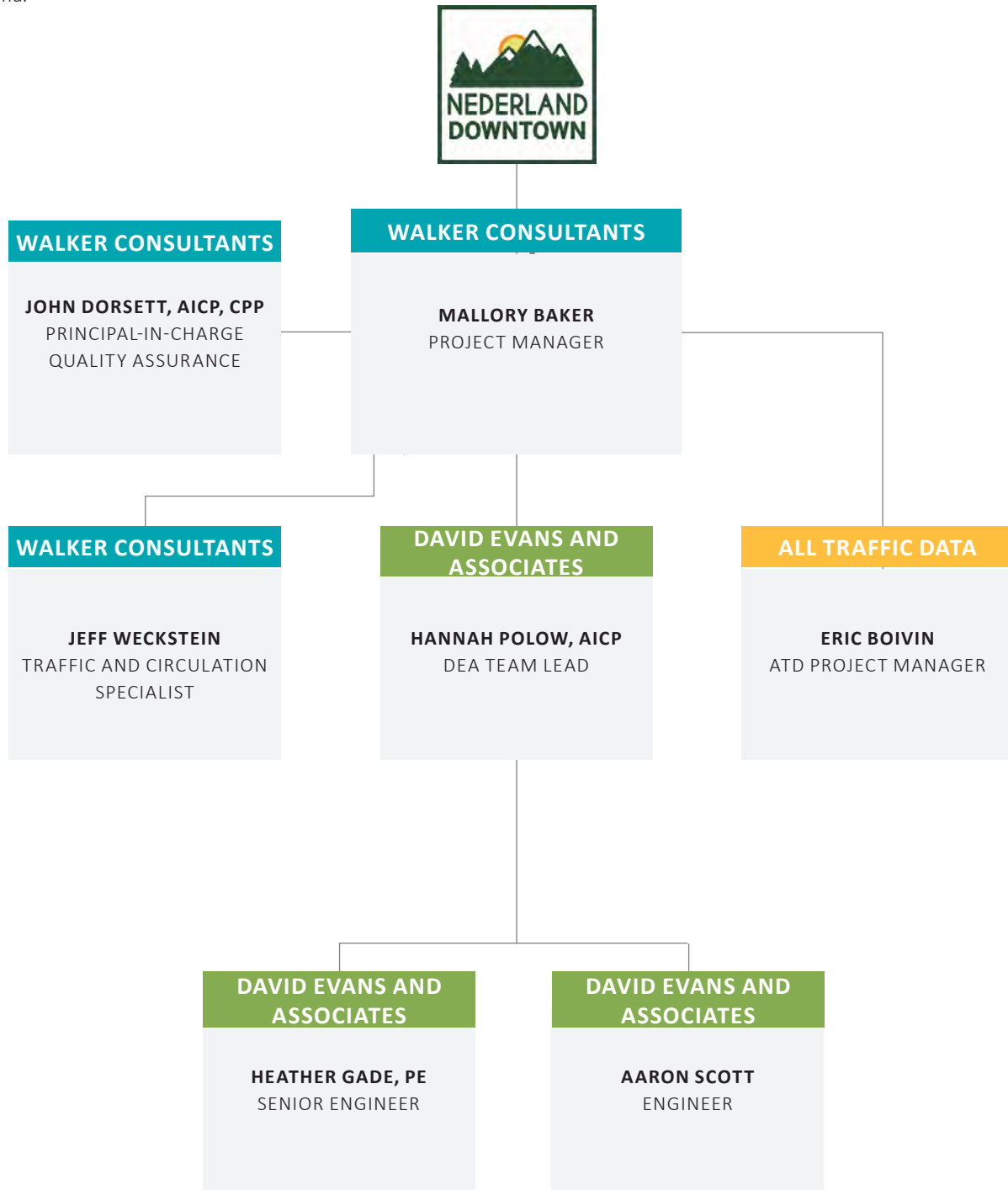
TOWN OF NEDERLAND FROZEN DEAD GUY DAYS 2018



02 QUALIFICATIONS & EXPERIENCE

PROJECT TEAM ORGANIZATIONAL CHART

We've drawn upon the best and brightest to assemble a team able to meet Nederland's diverse needs and desire for progress in all areas of mobility. This section is dedicated to the experiences of our team members—including philosophies and missions, biographies, and project-specific qualifications. All key team members are based in Denver and Boulder, Colorado—easily accessible, and just a short trip from Nederland.





WALKER FIRM PROFILE






Established in 1965 as a structural engineering firm, Walker rapidly grew into a transportation, design and consulting firm, and by the 1980s led the industry as the most experienced parking consulting firm in the United States.

TODAY, WALKER CONSULTANTS IS A GLOBAL CONSULTING FIRM WITH 20 DOMESTIC OFFICES AND 1 INTERNATIONAL OFFICE. OUR STAFF OF OVER 300 HAS EXPERIENCE WORKING IN ALL 50 STATES.

Walker has spent over 50 years developing its reputation as the global leader in providing parking consulting and parking design services—founded in 1965, we were the original pioneers in the field of parking consulting. Today, the firm has over 300 employees delivering an exhaustive range of parking planning, technology, and design services. Our individual expertise runs the gamut from adaptive reuse in parking structure design to avoiding cyberattacks in parking payment applications. Outside of our technical expertise, we approach each parking and mobility study with the utmost concern for quality and due diligence. Our goal is to provide a service and product that meets your needs and then some; anything less is unacceptable.

Walker has been a leader in the consulting area, being one of the first firms to demonstrate how strategic parking planning can help cities and towns promote economic development and improve the quality of life for residents. Walker served as the consultant for the first privatization of a municipal parking asset and has assisted with dozens of public/private partnership projects.

Looking forward to the future, Walker is well positioned to address the challenges posed by the advent of autonomous vehicles and to aid our clients with planning consulting for TNCs, such as Uber and Lyft. Our professional staff is working on improving the sustainability of our designs by using materials and building techniques that will extend the useful life of a facility and reduce the impact on the environment. We are working within the industry to examine opportunities for adaptive reuse of existing and future parking facilities and from a consulting standpoint, have developed a holistic planning approach that integrates parking into the overall master mobility solution for communities, institutions and the private sector. Walker has been a premier transportation consultant for more than 50 years and we will continue to focus on developing solutions that are realistic, implementable and cost-effective by utilizing cutting edge technology and the creativity of our outstanding people.

-  DOMESTIC OFFICES
-  INTERNATIONAL OFFICE
-  STAFF
-  STATES
-  COUNTRIES

- PARKING AUDITING
- PARKING OPERATIONS
- BUILDING ENVELOPE CONSULTING
- FORENSIC RESTORATION
- PARKING DESIGN
- PLANNING

THE WALKER CORE TEAM



MALLORY BAKER PROJECT MANAGER

Mallory has a track record of success working with a wide range of municipalities—from small towns like Eagle, Colorado to big cities like Denver, Colorado and Dallas, Texas—to achieve parking and mobility goals that meet fiscal, economic, and community goals. She specializes in projects with extensive public engagement needs, and has a keen eye for developing meeting formats and activities that generate valuable feedback from stakeholders and the general public that helps, rather than hinders, the implementation process. Her transparent communication style and ability to build meaningful consensus make her a strong project manager for every project—from month-long supply and demand studies to multi-year efforts.



JEFF WECKSTEIN TRAFFIC AND CIRCULATION SPECIALIST

Jeff has over ten years of experience assisting clients with parking and circulation issues. At Walker, he is a major resource for traffic flow, trip generation, and transportation demand management plans, and has completed several for the City of Boulder as part of site development plan review and approval processes. He and Mallory have worked together on a variety of projects—from the very big to the very small—bringing innovative and feasible solutions to their clients with complementary working and communication styles.



JOHN DORSETT, AICP, CPP PRINCIPAL-IN-CHARGE / QUALITY ASSURANCE

As Senior Vice President and Director of Consulting Resources, John guides a parking consulting and study services group responsible for leadership in functional design, operations consulting, planning and financial studies, and parking access and revenue control systems consulting and design. He provides leadership and the necessary resources to successfully deliver 250+ engagements annually. John also heads up Walker's P3 practice.

PLANNING

TOWN OF EAGLE PARKING PLANNING STUDY

Eagle, Colorado



PHOTO COURTESY OF GOOGLE IMAGES

PROJECT DESCRIPTION

- The Town of Eagle engaged Walker to complete a Downtown Parking Study to evaluate current supply and demand conditions within the downtown core.
- Walker was also tasked with developing recommendations for parking policy and management in Eagle.

SOLUTION

- Walker provided an implementation plan focused on community outreach, public support, and funding opportunities - particularly focused on eliminating a trend of long-term vehicle storage in the public right-of-way that was damaging economic vitality and degrading the community fabric.

BENEFIT

- The Town of Eagle is now able to better manage their right-of-way parking through the parking management recommendations developed from this project.
- The Town of Eagle has used Walker's public engagement strategy to begin a culture shift and ensure integrity of the public right-of-way for years to come.

PLANNING

CITY OF GOLDEN

Golden, Colorado



PROJECT DESCRIPTION

- The City was interested in studying the “in lieu of parking” fee program to determine how much in-fill development could occur by utilizing existing excess public parking in their downtown area.
- Walker was asked to help refine the parking-management policies, such as the assignment of short and long-term parking, on-street enforcement methods, and management of the two residential permit zones in the adjacent neighborhood of the School of Mines.
- The study included extensive data collection efforts in the mixed-use civic and residential zone adjacent to Clear Creek to document supply and demand conditions during the spring, summer, and early fall and also to study turn-over and length of stay for visitor parking.

SOLUTION

- Several creative solutions have already been implemented from the study including a new incentive program for employee parkers, implementation of a new downtown car share program, and increased collaboration with School of Mines to handle parking management in campus-adjacent areas.
- Per the Walker study, the City is also planning to realign some blocks from parallel to angled parking and will likely take advantage of the “in lieu” fee program by approving two downtown infill projects.
- The City is considering funding and adopting technology to allow for license plate recognition, which will allow for virtual parking permits, zone-based time restrictions, and tracking repeat versus first time violators.

BENEFIT

- By utilizing the existing parking downtown and fine-tuning the parking-management policies, the City of Golden will be able to provide better parking for all employees and visitors.



PLANNING

**NATIONAL WESTERN CENTER PARKING AND
TRANSPORTATION MANAGEMENT PLAN**

Denver, Colorado



PROJECT DESCRIPTION

- In 2016, Walker Consultants was engaged to lead a multi-disciplinary team to develop a holistic parking and transportation demand management (TDM) solution for a 250-acre site in downtown Denver.
- The site is currently the home of the National Western Stock Show—one of the most heralded Stock Shows in the country and a point of nostalgia and pride for many Denverites—and is slated for an ambitious transformation into a year-round center of activity focused on agrarian living.

SOLUTION

- Walker managed a complex and diverse range of stakeholders—from the Stock Show itself to Colorado State University, the City, and a host of other organizations and institutions—and provided supply and demand analysis, access needs analysis, TDM strategies, alternatives impacts analysis, parking infrastructure massing and design strategy, and parking management and operations analysis.

BENEFIT

- The end result was an implementable set of recommendations to ensure a functional parking and transportation system for a diverse range of users—from rodeo cowboys to urban families—throughout the lifecycle of the 15- to 20-year project.

PLANNING

GLENWOOD HOT SPRINGS RESORT / CITY OF GLENWOOD SPRINGS

Glenwood Springs, Colorado



PHOTO COURTESY OF GOOGLE IMAGES

PROJECT DESCRIPTION

- Attracting 560,000 visitors per year, the Glenwood Hot Springs in downtown Glenwood Springs, Colorado offers a wide range of amenities including a spa, athletic club, restaurant, pool, and lodge.
- With this volume of guests, the Glenwood Hot Springs requires considerable parking facilities to fulfill demand, but the resort was poised to lose its main 170-space parking lot during CDOT construction along a nearby highway bridge and off-ramp.
- An alternative parking solution was needed to ensure that the resort could maintain typical operations while CDOT completed their project.
- The City itself was looking for an evaluation of current and future parking resource efficiency, as well as parking management solutions related to marketing, enforcement, and general operation of the City's public parking facilities.

SOLUTION

- WALKER started the project by evaluating existing peak and average parking demand at the resort; this effort minimized cost and maximized impact for the resort by determining an accurate number of off-site parking spaces needed to fulfill maximum demand.
- As a second phase for this project, WALKER projected the approximate investment required to improve and operate an off-site lot as well as the shuttle service to the off-site location; this comprehensive cost estimate included shuttle service ridership volumes, headways, operating costs, and marketing/promotional expenses.
- Looking to the future, WALKER also provided Parking Access and Revenue Control Systems (PARCS) solutions for the resort.
- For the City, WALKER provided a comprehensive package of solutions to improve the efficiency of the parking system, particularly during the busy winter and summer months.

BENEFIT

- Provided a comprehensive cost estimate of \$1.5 million per annum for off-site parking lot and shuttle operation, which the resort is leveraging in negotiations with CDOT regarding proper compensation.
- Improved the long-term sustainability of Glenwood Hot Springs' parking system by providing implementable operations and PARCS solutions for on-site parking lots.
- Armed the City with short-term and long-term methods to improve parking system utilization and maximize efficiency.

DAVID EVANS AND ASSOCIATES: MOBILITY INFRASTRUCTURE LEAD

FIRM PROFILE

David Evans and Associates (DEA) is a multi-disciplinary, employee-owned firm that combines the talents of engineers, planners, surveyors, scientists, and landscape architects, and is currently working with Boulder County on its Transportation Master Plan (TMP). DEA is headquartered in Portland, Oregon and has provided services throughout the Western US since 1976. Our Denver office is composed of over 60 highly-committed professionals who specialize in the delivery of transportation projects for agencies across Colorado. Our technical and managerial staff provide technical depth, professional maturity, and the dedication required to evaluate problems and develop solutions in complex multimodal transportation planning and design environments.

THE DAVID EVANS AND ASSOCIATES CORE TEAM



HANNAH POLOW, AICP DEA TEAM LEAD

Hannah, a Boulder resident, has over seven years of experience as a transportation planner in both the public and private sectors, making her well equipped to solve multimodal planning challenges. In all her work, Hannah balances realistic optimism with ideals learned through her master's program. She works towards multimodal systems for the everyday user—people who want to focus on living instead of navigating transportation systems—and aims to overcome challenges associated with reliable multimodal opportunities. The goals of a project may be multifaceted, but always focus on reducing congestion, improving safety, and increasing multimodal access. Examples of integrated multimodal system project work include: bus rapid transit (BRT) station access planning, corridor planning for transit and bicycle connections, intersection improvement projects, interchange/corridor studies, station area master planning, first/final mile solutions for a regional bus corridor, and others.



HEATHER GADE, PE SENIOR ENGINEER

Heather has 10 years of experience in traffic engineering. She is responsible for tasks related to data collection, traffic impact analysis, roadway signing and striping, and traffic signal and roadway design. Additionally, her experience includes the use of traffic simulation and analysis programs for intersections and corridors.

DAVID EVANS AND ASSOCIATES RELEVANT PROJECTS



BOULDER COUNTY TRANSPORTATION MASTER PLAN (TMP) UPDATE (BOULDER COUNTY)

DEA, with Hannah Polow as Project Manager, is currently leading the update effort for the transportation master plan project for Boulder County. The plan will update data, analysis, and implementation actions for the five strategies. New analysis will also occur for safety, bicycle level of traffic stress, and school travel patterns. The analysis will lead to implementation actions as recommendations moving forward.

As part of this project, the project team is identifying current travel patterns using GPS-location services through a vendor called StreetLight Data. This information provides insights on travel patterns that supplement traffic count information.



120TH / SOUTH BOULDER ROAD MASTER PLAN AND FINAL DESIGN LAFAYETTE, CO (BOULDER COUNTY)

DEA is currently assisting Boulder County and the City of Lafayette with preliminary and final design for the widening of South Boulder Road west of 120th Street, including multimodal facility improvements with bicycle and pedestrian facilities. Prior to this final design project, DEA completed a master plan and concept development for the South Boulder Road and 120th Street corridors to identify the need for long-term improvements with project recommendations. Property issues, multimodal needs, and functional improvements to the roadway and bridge were explored to identify the type and extent of improvements for preliminary design and project phasing.



ALICIA SANCHEZ INTERNATIONAL SCHOOL PARKING AND TRAFFIC STUDY LAFAYETTE, CO (BOULDER VALLEY SCHOOL DISTRICT)

DEA, with Hannah Polow as Project Manager, completed a traffic and parking study to identify any potential issues as part of a larger site improvement project as well as identify short-term recommendations to improve school circulation and parking operations.



ALL TRAFFIC DATA FIRM PROFILE

FIRM PROFILE

All Traffic Data Services, Inc. (ATD) has been in business since 2001 and is headquartered at 9660 W. 44th Avenue, Wheat Ridge, Colorado, 80033. Other office locations include California, Florida, Georgia, Oregon and Washington. DBE certification is held in Arizona, California, Colorado, Florida, Georgia, Idaho, Iowa, Montana, Nevada, Nebraska, Oregon, South Carolina, Tennessee, Utah, Virginia and Washington. ATD has the capability to run several large projects simultaneously and has developed a great ability to share work tasks between offices in order to complete all projects on time and often ahead of schedule. ATD offers to collect any type of data and is constantly modifying standard procedures to collect data required for specific and unique projects.

ALL TRAFFIC DATA CORE TEAM



ERIC BOIVIN

ALL TRAFFIC DATA TEAM LEAD

Eric has 18 years of data collection experience, including manual counts, marketing, and project management. Data Collection experience covers all forms of data collection, including: turning movement counts, average daily traffic counts, origin destination studies (manual and license plate recognition system methods), travel time studies, and radar data collection. He has served on projects for many government agencies and consultants across the United States

RELEVANT PROJECTS

City of Denver, Colorado Bike and Pedestrian, 2014-2015

Performed bicycle and pedestrian counts and inventory along 5 corridors for 14 hours during the week and weekend to be analyzed for utilization. Counts included bicycle use in the roadway and sidewalk as well as pedestrian and vehicle counts. Inventory of location of bike racks and occupancy of bikes was also collected during the analysis time.

Colorado State-Wide Bridge Counts, 2008-present

2000-24 hour, volume counts placed at bridge locations to use in assistance for bridge inspections across the state of Colorado. This project rotates between three different regions of the state to accomplish safety evaluations on every bridge. The current project is in the horizontal north section of Colorado.

CDOT Region 4 Traffic Signal Timing Projects, 2016

Traffic data collection during AM, midday, PM and weekend peak hours on US 85, US 34, 10th Street, SH 119 and I-25 North.

City of Greeley, Colorado Signal Timing, 2016

Collected 150 am, noon, pm and weekend turning movement counts for traffic signal timing.

City of Denver, Colorado Signal Timing, 2016

Collected 400 am, noon, and pm turning movement counts for traffic signal timing updates.



MALLORY BAKER

Consultant / Project Manager



Mallory is an innovative thinker with a track record of successes working with both public agencies and private developers to get projects completed quickly and efficiently. She has spent much of her career leading high-profile, complex development and infrastructure projects through entitlement and regulatory processes in various communities throughout the East, West, and Midwest United States. Passionate about using a realistic and holistic approach to planning while embracing change and disruption, she thrives on contention-projects where differing opinions come together to shape incredible and unexpected outcomes. Mallory is at her best when leading interdisciplinary teams—from engineers, architects and specialists, to stakeholders and elected officials—and leveraging the unique experience of each team member.

EDUCATION

M.A., Urban Planning, City University of New York, Hunter College

B.A., University of New Hampshire

AFFILIATIONS

Urban Land Institute (ULI) Building Healthy Places Committee Member

American Planning Association (APA)

SPEAKING ENGAGEMENTS

“Frenemies: Millennials and the Future of Parking Planning” Southwest Parking and Transportation Association (SWPTA)

February 2018

Downtown Colorado, Inc. May 2018

REPRESENTATIVE PROJECTS

North Central Texas Council of Governments Parking Garage and Transportation Facility Interface Study

Project Manager

Parking and multimodal management, operations, and design (including automated transportation system analysis) for four unique study areas in the North Central Texas region; extensive stakeholder engagement and collaboration with Dallas City Council, TXDOT, and other partners. 2018

City of Loveland

Loveland, CO

Project Manager

Parking and multimodal right-sizing and management strategies; public and downtown stakeholder engagement and education, and implementation planning alongside City Council. 2018

City of Brighton Downtown Parking Management Plan

Brighton, CO

Assistant Project Manager/Production Lead/Public Engagement Lead

Transportation infrastructure right-sizing and access strategies, community and stakeholder engagement, parking management and operational strategies, technology, and policy recommendations, and financial impact/implementation analysis for Brighton’s downtown. 2018

Town of Eagle

Eagle, CO

Project Manager

Parking and multimodal right-sizing and management strategies; public engagement and education, and implementation planning for a small mountain community experiencing a downtown transformation. 2017

National Western Center Parking and Transportation Demand Management Plan

Denver, CO

Assistant Project Manager/Production Lead

Transportation infrastructure right-sizing, parking management and operational strategies, technology recommendations, and infrastructure design criteria for a 250-acre redevelopment site. 2017

City of Rapid City Downtown Parking Study and Strategic Plan

Assistant Project Manager/Public

Engagement Lead

Transportation infrastructure right-sizing and access strategies, community and stakeholder engagement, parking management and operational strategies, technology, and policy recommendations for Rapid City’s downtown. 2017

Regional Transportation District (RTD) Parking Pricing Technical Assessment

Colorado (Various Locations)

Technical feasibility study and financial analysis for implementing paid parking

throughout the RTD system. 2016

NDDA Board of Directors Meeting Packet

JEFF A. WECKSTEIN

Consultant



Jeff Weckstein is a member of the firm’s Consulting Resources Group. His responsibilities include researching, analyzing and providing recommendations and guidance on parking-related issues for public sector, private sector and institutional clients. His work covers a variety of areas including market and financial analysis, shared parking analysis, supply/demand analysis, parking management, parking technology, parking operations and transportation planning.

Jeff holds a Master of Arts in Urban Planning from the University of California, Irvine, with a specific interest in the intersection of transportation and land use. Prior to joining Walker, Jeff worked as a Transportation Planner for multiple consultants conducting traffic and parking studies.

EDUCATION

Master of Arts in Urban Planning, University of California, Irvine

Bachelor of Arts in Economics,

Bachelor of Arts in Asian Studies,

Case Western Reserve University

AFFILIATIONS

American Planning Association-California Chapter

American Planning Association

REPRESENTATIVE PROJECTS

Civic San Diego, CA

San Diego, CA

Comprehensive Downtown Parking Plan Update

City of Del Mar - Downtown

Del Mar ,CA

Supply/Demand Study amd Parking Management Strategy

City and County of Honolulu

Honolulu, HI

Downtown Parking Rate Study

City and County of Honolulu

Honolulu, HI

Waikiki Parking Meter Study and Pricing Plan

City of Sacramento - Downtown

Sacramento, CA

Financial Analysis

City of Novato

Novato, CA

Parking Study and Strategic Plan

VA West Los Angeles

Los Angeles, CA

Master Planning Study

City of Healdsburg - Downtown

Healdsburg, CA

Parking Plan with an In Lieu Fee Component

City of San Luis Obispo

San Luis Obispo, CA

Parking Division Assessment

City of Conway

Conway, AR

Parking Planning Study

Port of Everett

Everett, WA

Shared Parking Analysis and Parking Management Strategy

City of Huntington Beach

Huntington Beach, CA

Feasibility Study

Harris County Texas

North Downtown Houston, TX

Downtown Parking Planning Study and Alternatives Analysis

City of Hope National Medical Center

Duarte, CA

Master Planning Study

JOHN W. DORSETT, AICP, CPP

Senior Vice President



As Senior Vice President and Director of Consulting Resources, John guides a parking consulting and study services group responsible for leadership in functional design, operations consulting, planning and financial studies, and parking access and revenue control systems consulting and design. He provides leadership and the necessary resources to successfully deliver over 2,500+ parking and transportation engagements in his career, 400+ engagements annually, and has performed or led 40+ university studies. John also heads up Walker's P3 practice. John serves as a board member and maintains a significant firm-ownership interest.

As a working manager and a planner certified by the American Institute of Certified Planners ("AICP"), John also from time-to-time consults on complex parking and transportation consulting projects requiring specialized expertise. John's leadership and project consultation is based on his involvement with hundreds of parking and transportation study engagements for architects, airports, hospitals, municipalities, real estate developers, and universities located in all 50 U.S. states and several foreign countries. The scope of these engagements has included parking supply and demand modeling, parking planning and concept design, due diligence, market and financial analysis, shared parking, parking management, parking access and revenue control, and traffic and transportation studies.

EDUCATION

Master of Business Administration,
Butler University, 1991

Bachelor of Science, Indiana University
Kelley School of Business, 1985

REGISTRATIONS

ACEC's Senior Executive Institute

American Institute of Certified Planners
National Parking Association

American Planning Association
Indiana Chapter

International Parking Institute

National Association of College and
University Business Officers

The Urban Land Institute

PUBLICATIONS

"Take the five-year approach to maximize the value of your parking", Colorado Real Estate Journal, April 2015, pp 20-21

"Colleges and Universities Are Taking a Fresh Look at Campus Parking," Planning for Higher Education Journal, January-March, 2014.

"Dollars & Sense: Using Parking Pricing to Promote Local Business," Chicago Architect, December 12, 2013.

REPRESENTATIVE PROJECTS

- Allegheny Conference on Community Development
- Allentown Parking Authority
- Birmingham Parking Authority
- Borough of Red Lion, PA
- Buncombe County, Asheville, NC
- Capitol South Community Urban Redevelopment Corp., Columbus, OH
- Central Oklahoma Transportation and Parking Authority
- Centre City Development Corporation, San Diego, CA
- Chicago Parks District, Chicago, IL
- Cincinnati Center City Development Corporation, Cincinnati, OH
- City of Allentown, PA
- City of Aurora, IL
- City of Bloomington, IN
- City of Calabasas, CA
- City of Cheyenne, WY
- City of Cincinnati, OH
- City of Columbus, OH – Mid-Ohio Regional Planning Commission
- City of Detroit, MI
- City of Grand Junction, CO
- City of Hermosa Beach, CA
- City and County of Honolulu, HI
- City of Houston, TX, Houston Convention Center
- City of Huntington, WV
- City of Indianapolis, IN
- City of Kansas City, MO
- City of Memphis, TN
- City of Mesa, AZ
- City of Norfolk, VA
- City of Normal, IL
- City of Peoria, IL
- City of Pueblo, CO
- City of Rockville, MD
- City of Sacramento, CA
- City of San Antonio, TX



HANNAH POLOW, AICP

Transportation Planner

Hannah brings a comprehensive multimodal perspective to planning projects given her experience as project manager, task leader, and planner. She has experience working on multimodal considerations as part of larger transportation master/system planning efforts as well as projects focused on a discrete location or area. Her multimodal planning experience is supported by project work on design projects. This experience gives Hannah an additional perspective to think about how projects move into implementation. She supplements her planning for design and eventual implementation with data analysis experience to support the alternatives analysis and recommendation process. Her experience spans across Colorado and Oregon, working in a variety of communities with varied concerns and challenges.

EDUCATION

MURP, 2012, University of California at Los Angeles

BA, Environmental Science and Political Science, 2009, University of Colorado at Boulder (summa cum laude)

REGISTRATION

American Institute of Certified Planners (AICP), (027101), 2014

AWARDS

Dwight Eisenhower Transportation Graduate & Richard G. Newman AECOM Scholarship Winner, University of California at Los Angeles, 2010

CONFERENCES

Rail~Volution Conference Speaker, 2017
Colorado APA Conference Speaker, 2015-2017

Denver Annual Transportation Symposium Speaker, 2015 & 2016

Association of Bicycle and Pedestrian Professionals

Conference Speaker, 2015
WTS International Conference Poster Presenter, 2012

AFFILIATIONS

WTS Colorado

American Planning Association

American Institute of Certified Planners

Association of Pedestrian & Bicycle Professionals

WTS Colorado Boulder Area Committee Co-Chair

REPRESENTATIVE PROJECTS

Boulder County Transportation Master Plan (TMP) Update

Boulder County, Colorado

As the project manager, Hannah is leading the update effort for the transportation master plan project for Boulder County. In addition to updating previous analysis completed as part of the original plan from 2012, new analysis will also occur for safety, bicycle level of traffic stress, and school travel patterns. The analysis will lead to implementation actions as recommendations moving forward.

Alicia Sanchez International Elementary School Traffic and Parking Study

Boulder Valley School District, Colorado

As Project Manager, Hannah completed a traffic and parking study at an elementary school located in Lafayette, Colorado. There were concerns about students and parents crossing two travel lanes at drop-off/pick-up times as well as perceived parking shortage. After completing observations during drop-off/pick-up times and parking counts (5/day over the course of two separate days), Hannah coordinated with traffic staff to develop alternatives. The preferred alternative was displayed with striping details with the following cross section (west to east): bus lane, drop-off/pick-up zone, travel lane, on-street parking for visitors.

Grants Pass Transportation System Plan (TSP) Update and IAMP 55/58,

Grants Pass, Oregon

As part of the existing conditions analysis for the transportation system plan for a small community, Hannah led analysis efforts for pedestrian and bicycle experience. This included network density, route directness, network completeness, level of traffic stress, streetlight coverage, safety, and access to destinations.

Colfax Multimodal Access Study (CMLAS), for City and County of Denver, Colorado

Denver, CO

As part of the larger bus rapid transit (BRT) study, the project team was hired to identify near term improvements for bicyclists and pedestrians to access the BRT stations. Hannah led the effort for "at the station" improvements while working closely with the sub-consultant (who focused on the "to/from the station" improvements) to develop a list of possible treatments.



03 PUBLIC ENGAGEMENT & OUTREACH

PUBLIC ENGAGEMENT AND PHILOSOPHY

Excitement and innovation are key tenets to the Walker team’s approach to stakeholder engagement. We use a comprehensive strategy to get the public truly involved in decision-making—no matter what their demographic. Our range of strategies and outreach tools will ensure that unique voices have a place in the process to add meaningful input.



HOW DO WE ENGAGE?

We don’t believe in explaining technical terms and concepts ad nauseam in a PowerPoint—we believe in engaging, interactive in-person and online outreach methods that get people moving, thinking, learning, and—most importantly—contributing valuable insight on the project. We use keypad polling and station-by-station activities, as well as targeted brainstorming sessions, mapping games, and other unique techniques for our smaller meetings and break-out groups. These tools help to make even the most esoteric of topics—from Automated Parking Guidance Systems (APGS) to Transportation Demand Management (TDM)—digestible and fun for the average person.

Most of all, we work with our clients to develop unique, customized engagement strategies that work best for the constituents they know best. Developing meeting and logistics plans through an iterative process with our clients is an essential component of our engagement process.



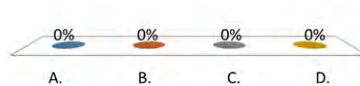
MEETING PLAN EXAMPLE

PUBLIC ENGAGEMENT EXAMPLES


BELOW ARE A FEW EXAMPLES OF HOW WE'VE ENGAGED DIVERSE GROUPS OF STAKEHOLDERS—FROM PROPERTY OWNERS TO TOWN BOARD MEMBERS TO THE GENERAL PUBLIC—IN DEVELOPING MEANINGFUL INPUT AND BUILDING CONSENSUS.

You are a couple in your 40's attending a Neil Young concert on the NWC campus in June 2020. You live in the Highlands neighborhood of Denver. Parking is not included in your concert ticket. How would you get to the concert?

- A. We would take the N Line because an RTD pass is included with our concert tickets.
- B. We would drive the car because we have money to burn.
- C. We would take an Uber or Lyft to the concert because the new drop off area is hassle-free.
- D. We would bike because it is a warm summer evening on the Front Range, and we want to check out the new cycle track along Brighton Boulevard.



Option	Percentage
A.	0%
B.	0%
C.	0%
D.	0%


National Western Center | 21

As lead consultant for the National Western Center Parking and Transportation Demand Management Plan, Walker used keypad polling and fun, situational questions to get people thinking about the impacts of various management and policy strategies on their transportation choices.

MOBILITY MAP

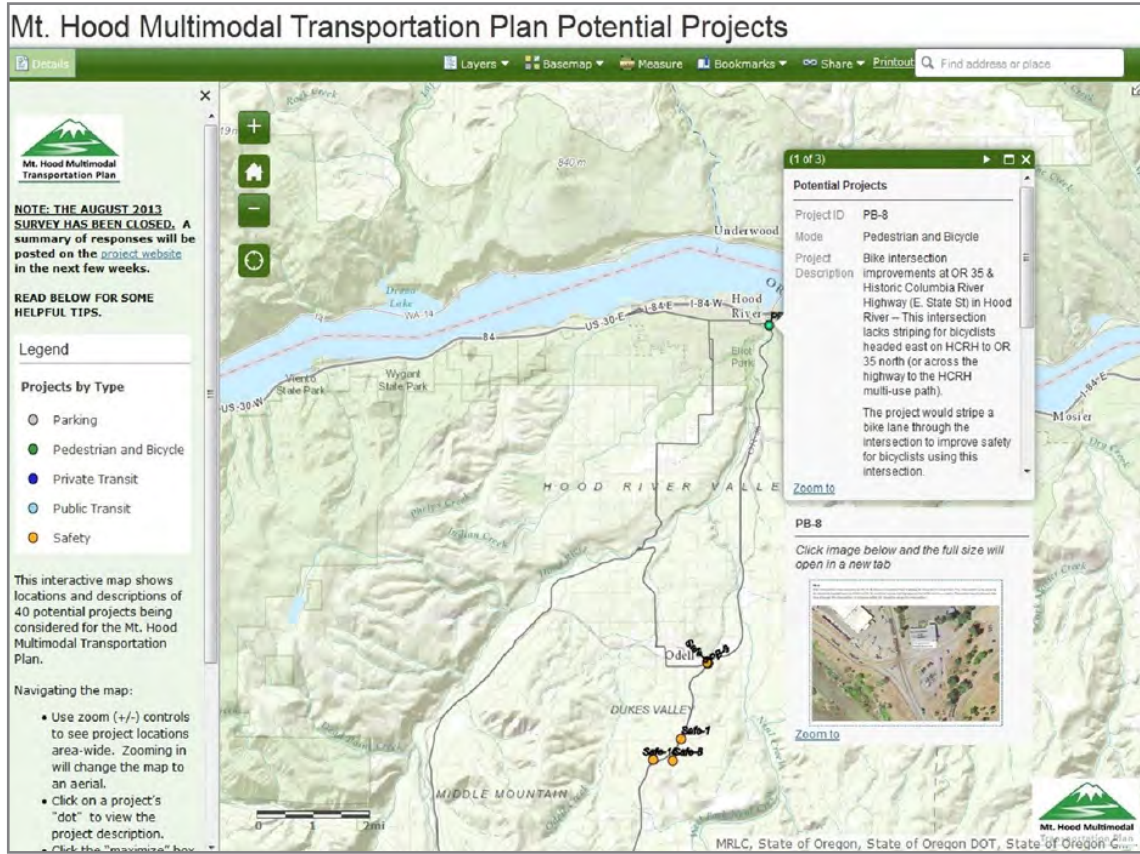
- **Green Sticker** = Place a green sticker where you'd like to see public transit improvements.
- **Orange Sticker** = Place an orange sticker where you'd like to see improvements related to walking - like sidewalks, lighting, enhanced street crossings.
- **Red Sticker** = Place a red sticker where you'd like to see improved conditions for bicycling - like bike lanes or paths; bike parking; repair stations; or bike share stations.

PARKING MAP

- **Green Sticker** = Place a green sticker where you'd like to see additional parking.
- **Orange Sticker** = Place an orange sticker where you'd like to see increased enforcement and/or policy changes to reduce parking durations and increase the amount of available open parking spaces.
- **Red Sticker** = Place a red sticker where you'd like to see less surface parking to make way for other uses like retail, housing, or office space.

As lead consultant for the City of Wichita Parking and Multimodal Plan, Walker used maps and visual aids to generate meaningful input on multimodal infrastructure and parking management decisions.

PUBLIC ENGAGEMENT EXAMPLES



As lead consultant for the [multiple award-winning] Mt. Hood Multimodal Transportation Plan, DEA developed an interactive GIS web tool for garnering informed public input on proposed projects.



04 BUDGET



BASE SCOPE BUDGET

Hourly Labor Budget Scope Item / Task*	WALKER				David Evans and Associates			All Traffic Data		Professional Fees
	Project Manager Baker	Traffic and Circulation Specialist Weckstein	PIC Dorsett	Team Lead Polow	Sr. Engineer Gade	Engineer Scott	Team Lead Bolwin	Team Lead		
Ongoing: Project Management and Coordination										
General Project Management and Team Coordination	8	2		2				1		
Core Team Meetings/Calls (3)	6	2								
<i>Project Management and Coordination</i>	14	4	0	2			1		\$ 4,120.00	
TASK 1: EXISTING CONDITIONS ASSESSMENT										
1.1: Parking and Vehicular Infrastructure Inventory, Mapping, Observe	10									
1.2: Occupancy Surveys	10	10								
1.3: Multimodal Walkthrough/Observations				8	4			8		
1.4: Intersection Analysis	6	8		8	2	4				
1.5: Existing Conditions Assessment Memo	26	20	0	16	6	4	8		\$ 15,930.00	
<i>Existing Conditions Assessment</i>										
TASK 2: FUTURE NEEDS ASSESSMENT										
2.1: Project future needs	6	8		4	2					
2.3: Future Needs Assessment Memo	4	10		4	2					
<i>Future Needs Assessment</i>	10	18	0	8	4	0	0		\$ 8,890.00	
TASK 3: DDA STAKEHOLDER ENGAGEMENT										
3.1: Produce and finalize meeting materials, concepts, and logistics	10			4						
3.2: Downtown Stakeholder Meeting	6									
3.3: Feedback Summary and Next Steps	6	2		4	2					
<i>DDA Stakeholder Engagement</i>	22	2	1	8	0	4	0		\$ 6,520.00	
TASK 4: REPORT AND COMPREHENSIVE PLAN										
4.1: Develop parking, circulation, and multimodal recommendations	12	12		8	3	3				
4.2: Develop draft report/plan and implementation matrix	8			2	2			2		
4.3: Finalize draft report/plan and implementation matrix in concert with NDDA	4	4	2	2				2		
<i>Report and Comprehensive Plan</i>	24	16	2	12	5	3	4		\$ 11,915.00	
PROFESSIONAL LABOR HRS:	96	60	3	46	15	11	13		\$47,375	
Projected Expenses:										
Meals and transportation		\$300			\$200			\$100	\$600	
Reproductions / Misc.		\$600			\$100			\$100	\$800	
TOTAL LUMP SUM:									\$48,775	

BID ALTERNATE OPTIONS



THE ALICIA SANCHEZ INTERNATIONAL SCHOOL IN LAFAYETTE, CO, WHERE DEA RECENTLY COMPLETED A PARKING AND TRAFFIC STUDY

Add Service Item	WALKER				David Evans and Associates		All Traffic Data		Professional Fees
	Project Manager Baker	Traffic and Circulation Specialist Weckstein	PIC Dorsett	Team Lead Polow	Sr. Engineer Gade	Engineer Scott	Team Lead Boivin		
TASK 1: EXISTING CONDITIONS ASSESSMENT									
Add Service 1: Special Event Occupancy Counts (including expenses)	10	10						\$	4,300.00
Add Service 2: Additional Traffic Counts (including expenses)							10	\$	2,200.00
Add Service 3: Streetlight Data (includes \$5,000 subscription fee)				16	0			\$	6,840.00
Add Service 4: Turnover Analysis (including expenses)	8	12					10	\$	6,300.00
TASK 3: DDA STAKEHOLDER ENGAGEMENT									
Add Service 1: Digital Survey	12			4				\$	3,110.00
Add Service 2: Public Open House (including expenses)	16	4		4	2			\$	5,420.00
Add Service 3: Additional Stakeholder Meetings (per meeting, including expenses)	10	2		2	2			\$	3,480.00
TASK 4: REPORT AND COMPREHENSIVE PLAN (IMPLEMENTATION)									
Add Service 1: Board of Trustees/ Planning Commission Worksession (per session, including expenses)	8			2	2			\$	2,070.00
Add Service 2: Special Event Management Plan	2	8		2	2		2	\$	2,940.00
Add Service 3: Additional Concept Striping Plans				4	4		2	\$	2,140.00





NEDERLAND

DOWNTOWN DEVELOPMENT AUTHORITY

Submitted by:

Traffic Engineers, Inc.

2590 Walnut Street
Denver, CO 80205

Geoff Carleton, AICP

Principal
(713) 884-9055
geoff@trafficengineers.com

Submitted to:

Nederland DDA

PO Box 396
Nederland, CO 80466

Josiah Masingale, NCRT, CCAP

Executive Director
303-258-3266
josiah@nederlanddowntown.org



November 2018 RFP:

Parking, Pedestrian and Traffic Study & Comprehensive Plan

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TRAFFIC ENGINEERS, INC.

INNOVATIVE TRANSPORTATION SOLUTIONS

TEI Denver office:
2590 Walnut Street
Denver, Colorado 80205
(720) 386-5801

TEI Houston office:
801 Congress Street #325
Houston, Texas 77002
(713) 270-8145

November 30, 2018

Mr. Josiah Masingale, NCRT, CCAP
Executive Director
Nederland Downtown Development Authority
PO Box 396
Nederland, CO 80466-0396

RE: Parking, Pedestrian and Traffic Study and Comprehensive Plan

Dear Mr. Masingale:

Traffic Engineers, Inc. (TEI) is delighted to submit our proposal to develop a Parking, Pedestrian and Traffic Study and Comprehensive Plan (Plan) to the Nederland Downtown Development Authority (DDA). TEI is an award-winning transportation planning and traffic engineering firm known for providing high-quality, context-sensitive, and implementable solutions to our clients' most important transportation challenges. From our Houston office, TEI has successfully supported clients across Texas for more than 45 years. In 2017, two of TEI's valued team members moved home to Colorado, and we now offer our services from our Denver office. We are excited to bring a fresh perspective to local mobility issues.

TEI has aligned our firm's mission to help develop transportation projects to improve quality of life in our clients' communities. The perspective offered by TEI team members comes from our professional expertise integrating leading transportation solutions with land use strategies as well as from our daily experiences as people who walk, bike, and ride transit. We are proud that more than half of our firm's commute trips are done by transit, biking and walking. As a firm that literally "walks our talk," TEI brings multimodal expertise combined with a unique, first-hand perspective. We believe thoughtful planning and design can improve safety, minimize conflicts, provide equitable access, reduce emissions, and improve overall transportation conditions within our communities. We practice developing our plans and designs in ways that leverage the transportation network to encourage economic development and support the surrounding built environment. With our holistic approach, TEI plans and designs transportation infrastructure that works well for people using all modes of transportation.

Our Team

Principal-in-Charge Geoff Carleton, AICP brings extensive experience developing integrated mobility plans for all modes of transportation in growing communities. He believes the DDA's effort will be most successful if it takes an integrated, data-driven view across all travel modes and land use issues to prioritize investments that links with the goals of the community to create prioritized investments supporting strong, implementable projects and private investments.

Shaida Libhart, AICP will be the Project Manager. Shaida brings 11 years of transportation planning experience, including multimodal planning and project development at local and regional scales. Shaida also has a strong history of public sector project management leading to a clear grasp of client processes and needs, and how to develop and prioritize projects amongst multiple stakeholders and agencies in support of implementation.

THE TEAM YOU CAN DEPEND ON

Alex Weinheimer, EI will be the Planning and Design Lead. A Boulder native, Alex is a Senior Associate with significant transportation planning and engineering experience, including bicycle and transit network design, livable centers planning, GIS mapping, streetscape visualization, sidewalk and trail design, and public and stakeholder engagement.

Nederland

TEI brings a strong understanding of the types of challenges that towns like Nederland face. TEI has helped many clients address the mobility challenges and impacts of growth and redevelopment. We want to work closely with the community and stakeholders to understand the specific challenges and opportunities. We see the need to preserve the sense of place and unique attributes of Downtown while using transportation as a catalyst to build on for future development in Nederland. We understand the barrier that parking represents to residents and visitors alike spending more time Downtown. We understand that investment in active transportation not only provides the community with mobility options, but also new outdoor and recreational opportunities. We will utilize our multimodal experience in developing walkable places to encourage more visitors to explore the businesses and activities in Nederland while facilitating safe access for residents and regional travelers.

Creative approaches to address the peaks in parking demand can improve visitor experience and potentially generate revenue to reinvest in the area. Our approach to street design is not one size fits all, but context driven, balancing space for vehicles, people, and landscape. This allows streets to function as a platform for economic development and connectivity for the town. Corridors are developed into complementary networks for people walking, biking, riding transit, and driving.

Our experience working with stakeholders and the community to provide informed participation will drive the development of goals, help identify projects and solutions that excite the community, and support the efforts of the Town and DDA. Additionally, our data-driven approach to developing recommendations will help the Town progress toward its goals and leverage investments.

This proposal presents a wide array of our project experience, including parking solutions, multimodal transit planning, bicycle and pedestrian planning, and context-sensitive design. Our staff is highly regarded for our performance meeting cost and schedule requirements, while delivering innovative solutions linked to best practices in the transportation field.

We believe successful management of any contract requires strong client service, good problem solving ability, expert technical skills, and deep knowledge of the transportation issues faced by the client. TEI brings all of the qualifications, capabilities, and relevant project experience necessary to deliver a successful project that is data driven, strategic, and implementable. Our team will provide a highly effective, skilled staff that is motivated to develop this project in an outstanding, collaborative, and professional manner. You will see our passion reflected in the quality of our work and the level of engagement we bring to this project.

I certify the information and data submitted in this proposal is true and complete to the best of my knowledge and that I am fully authorized to submit proposals and sign contracts on behalf of the firm. Please feel free to contact myself at (713) 884-9055 or geoff@trafficengineers.com, or our project manager, Shaida Libhart, at (720) 386-5801 or shaida@trafficengineers.com for any matters in regards to this proposal. Thank you for your consideration.

Sincerely,

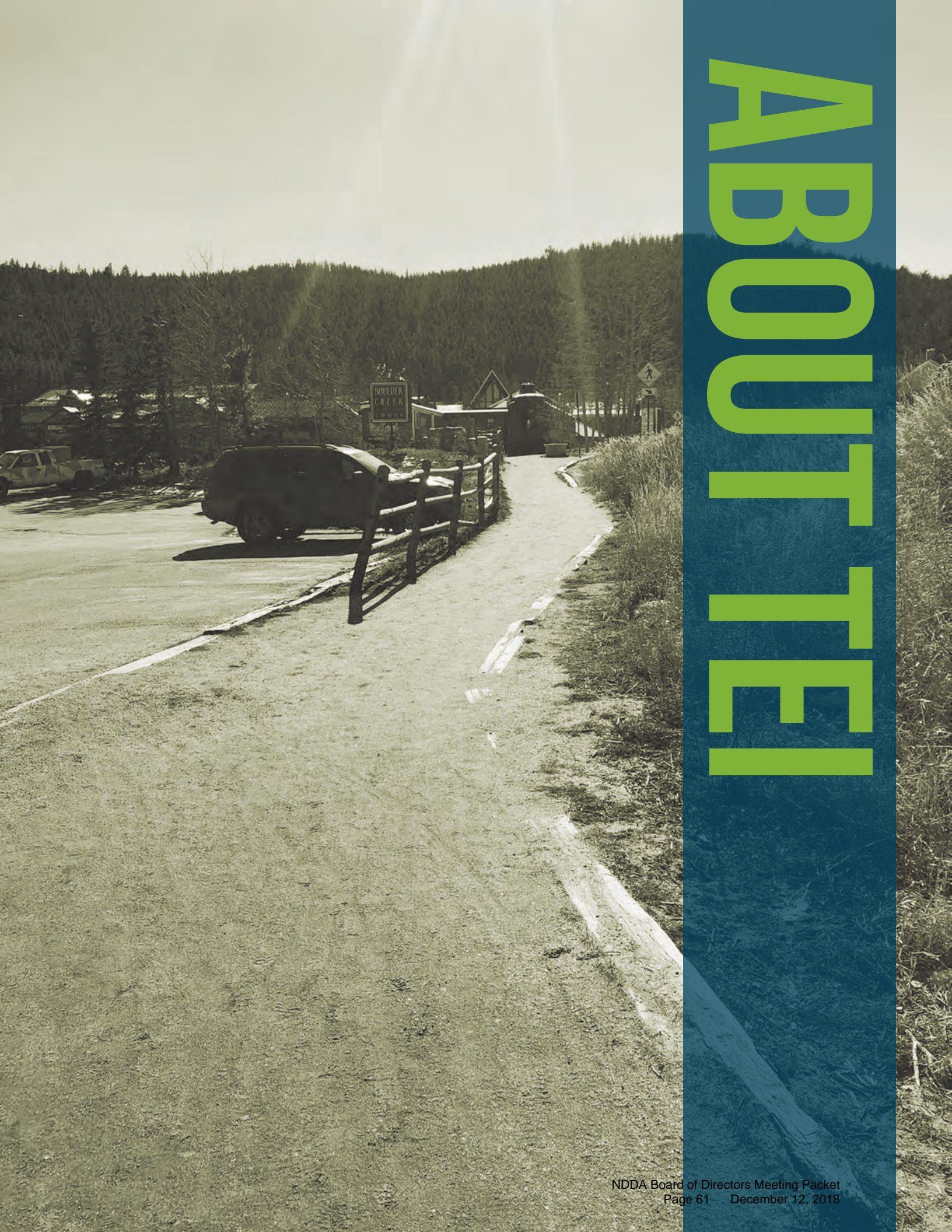


Geoff Carleton, AICP
Principal



Shaida Libhart, AICP
Project Manager

ABOUT THE



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Firm profile



Traffic Engineers, Inc. (TEI) is an award-winning transportation planning and professional engineering firm that has successfully provided specialized services to clients, nationally and internationally, since 1969. Our firm is employee-owned and provides a comprehensive suite of transportation services ranging from planning to engineering design, operations, construction management, and implementation support. TEI understands the important role transportation plays in creating strong, vibrant, connected communities that enjoy a high quality of life. We have aligned our firm's focus and energy to help our clients achieve these outcomes by focusing on our core values:

Improving the quality of life in the communities where we live and work and developing great people who deliver excellent and innovative client service.

TEI's planning practice develops creative and functional solutions to put life into our public streets. From regional-scale plans like Metro's Transit System Reimagining or the City of Houston Bicycle Master Plan, to area initiatives like Livable Centers studies, the PlanDowntown Development Framework, and the Precinct 1 Transportation Plan, TEI has helped project sponsors address transportation as an integrated system.

Livable Centers projects address transportation within the context of neighborhoods and other issues, such as housing, environmental quality, and economic development. TEI has completed several of these plans in urban, suburban, and rural communities, many of which have begun implementation and successfully received grant funding as a direct result of the project.

With projects like our complete streets approach to pre-engineering City of Houston thoroughfares, TEI has helped project sponsors recapture public rights of way, repurpose them into livable and sustainable places, and make our streets work for our communities.

TEI's engineers work to translate these plans into designs for livable streets and travel corridors optimized through cutting-edge technology. In many cases, TEI helps clients develop implementation strategies and identify funding sources to achieve project goals. In all projects, TEI seeks to provide innovative, cost-effective solutions to our clients' issues and exceed our clients' expectation for excellence in client service. Our clients routinely give us their most difficult problems to provide contextual, implementable design solutions.

Awards

TEI has been honored repeatedly for commitment to the very highest professional standards and our enviable record of achievement. TEI has garnered accolades from:

- Institute of Transportation Engineers (ITE),
- American Association of State Highway and Transportation Officials (AASHTO),
- Texas Council of Engineering Companies,
- US Small Business Administration, and
- Women's Transportation Seminar (WTS).

Most recently, the Houston-Galveston Area Council (H-GAC) honored the Houston Bike Plan project with a 2017 Our Great Region "Connections" award.

TEI's commitment to its employees earned the accolade 2018 Employer of the Year from Women's Transportation Seminar (WTS) Houston chapter, as well as the Sloan Award for Work Place Flexibility. TEI was named one of the Best Places to Work by the Houston Business Journal.

In 2015, TEI was named the first GOLD level Bicycle Friendly BusinessSM in the state of Texas, by the League of American Bicyclists!

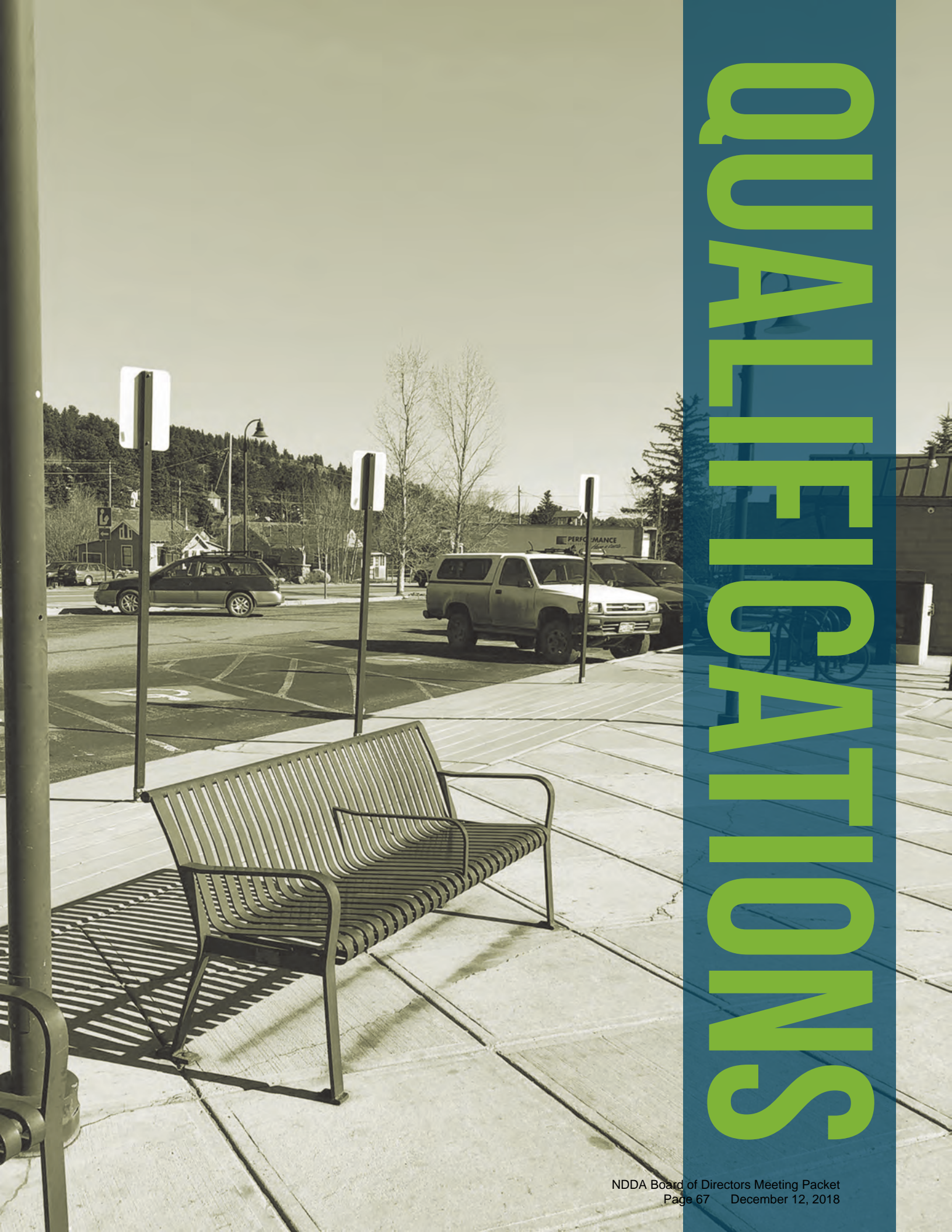


Services

Traffic Engineering	<ul style="list-style-type: none"> • Traffic Signal & System Design • Roadway and Intersection Design • Context Sensitive Street Design • Roundabouts 	<ul style="list-style-type: none"> • Safety Studies • Signing and Pavement Marking • Access Management • Innovative Intersections
Traffic Operations	<ul style="list-style-type: none"> • Traffic Signal Timing and Synchronization • Intersection Improvement Studies • Corridor Operations 	<ul style="list-style-type: none"> • Incident and Event Planning • Congestion Mitigation • Circulation Studies • Speed Studies
Intelligent Transportation Systems	<ul style="list-style-type: none"> • Regional ITS Strategy and System Architectural Development • Traffic Management Centers • Emergency Operations Centers 	<ul style="list-style-type: none"> • Advanced Transportation Management Systems • Wireless Networking • Systems Engineering
Transportation Planning	<ul style="list-style-type: none"> • Regional Mobility Plans • Corridor and Thoroughfare Planning • Transportation Master Plans 	<ul style="list-style-type: none"> • Parking Studies • Traffic Impact Analyses • Design Visualization and Modeling
Transit & Rail Planning	<ul style="list-style-type: none"> • Transit Feasibility Studies • Route Studies • Transit Station Planning 	<ul style="list-style-type: none"> • Park and Ride Facilities • Freight Rail Planning • Railroad Crossing Design
Pedestrian & Bikeway	<ul style="list-style-type: none"> • Bicycle and Pedestrian Planning • Bicycle Facilities Design • Pedestrian Facilities 	<ul style="list-style-type: none"> • Safe Routes to School Plans • Wayfinding Studies • Complete Streets Design
Public Involvement	<ul style="list-style-type: none"> • Public Meetings and Planning Workshops • Stakeholder Interviews • Charrettes 	<ul style="list-style-type: none"> • Public Feedback Surveys • Project Website Development • Social Media Strategies

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QUALIFICATIONS



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Client references

We pride ourselves on performing exemplary work for our clients, and it shows. More than 85 percent of TEI's business comes from repeat clients.

The table below presents TEI's reference clients for recent multimodal planning projects. We encourage the selection team to contact these individuals who can speak to the high quality of our client service, as well as the quality of our work.

The project summaries on the following pages illustrate TEI's qualifications relevant to developing a comprehensive plan for parking, pedestrians, and traffic in Nederland. These projects were completed on time and on budget within the last five years. The experience shown here illustrates all aspects of our proposed project approach.

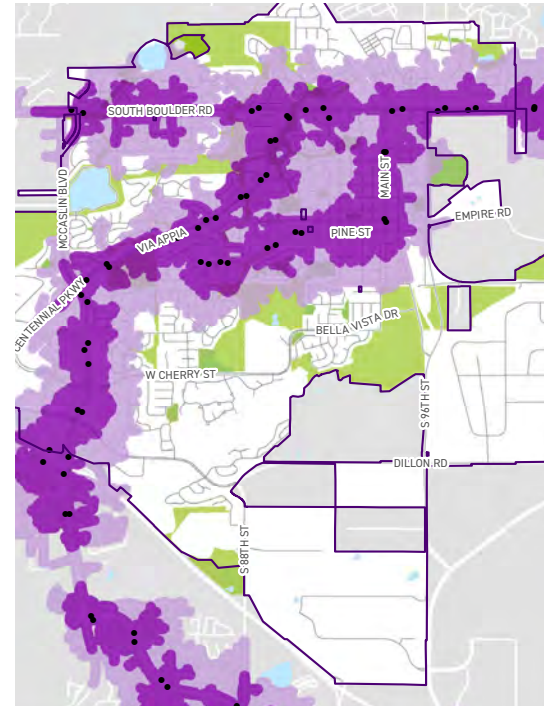
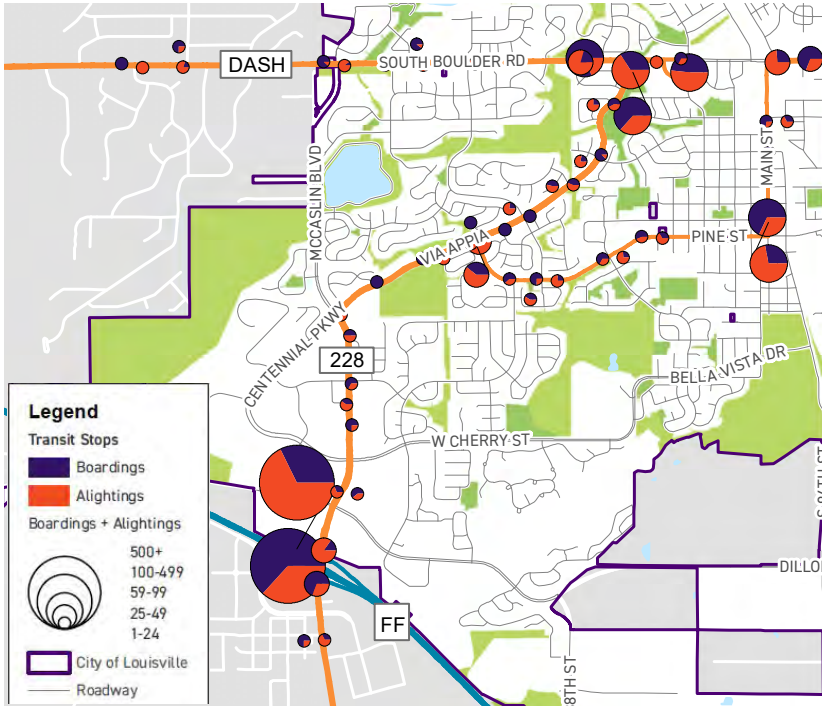
Client	Contact Name	Telephone & Email	Project	Plan Budget
Traffic Engineers, Inc.				
City of Louisville	Robert Zuccaro, AICP, CPM <i>Director Planning & Building Safety</i>	(303) 335-4590 rzuccaro@louisvilleco.gov	Louisville Transportation Master Plan*	\$ 125,000
H-GAC	Cheryl Mergo <i>Sustainable Development Program Manager</i>	(713) 993-4520 cheryl.mergo@h-gac.com	Museum Park Livable Ctr	\$ 42,000
			Texas City Livable Ctr	\$40,000
			Washington Avenue Livable Center	\$30,000
Houston Downtown Management District	Lonnie Hoogeboom, AIA <i>Director of Planning & Design</i>	(713) 650-3022 lonnie@downtowndistrict.org	PlanDowntown	\$ 150,600
			Bagby Street Improvement Plan	\$ 237,100
Westchase Management Dist.	Irma Sanchez <i>Vice President of Projects</i>	(713) 780-9434 isanchez@westchasedistrict.com	Westchase Mobility Plan Update	\$ 175,900
Greater East End Management District	Patrick Ezzell <i>Director of Planing & Infrastructure</i>	(713) 928-9916 pezzell@greatereastend.com	East End Mobility Study	\$ 150,000
Friendswood Downtown Economic Development Corp	Cheryl Huffman, <i>Project Manager from Lauren Griffith Asso.</i>	(713) 838-7120 chuffman@laurengriffithassociates.com	Friendswood Downtown District Improvement Plan	\$ 44,000

*Project is ongoing



Louisville Transportation Master Plan

Louisville, CO



TEI is the prime firm on a multi-disciplinary team developing the first transportation master plan for the City of Louisville, Colorado. Louisville is an active community experiencing changes in redevelopment patterns, with a need for increased multimodal connectivity. This project will develop a shared community vision and will identify a set of projects to capture the benefits of area growth, while strengthening connections between neighborhoods and community destinations.

TEI is leading development of the mobility and infrastructure recommendations in partnership with the City. In developing the case for action, TEI analyzed current travel patterns, crash data, and existing infrastructure for walking and biking. The team mapped transit ridership as well as access and travel time to transit nodes and community destinations via walking and biking.

The TMP development will be based on a model of complete streets and layered networks that prioritize corridors by modes, such as walking, biking, transit, and driving. This ensures the

context of the built environment, corridor design, and amenities support improved access and mobility choices. The layered networks highlight where there are connections between modes and where additional considerations in design or amenities may be needed.

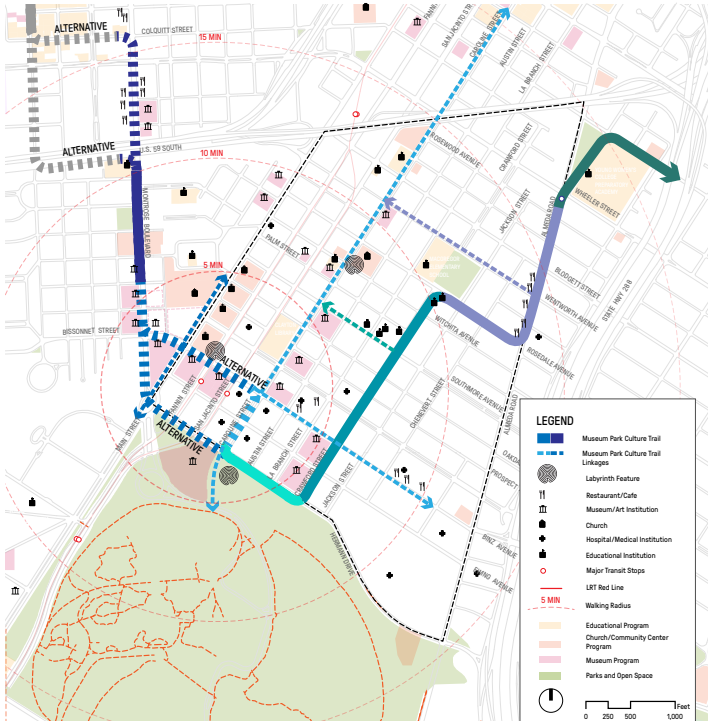
This analysis will inform a set of strategies that will promote economic development and strengthen neighborhoods in the City.

The team is working closely with the City to communicate with the public at events, focus groups, and interactive methods to support traditional methods.

Time frame	March 2018 – present (ongoing)
Client	City of Louisville
Contact	Robert Zuccaro, AICP, CPM Director Planning & Building Safety
Phone	(303) 335-4590
Email	rzuccaro@louisvilleco.gov

Museum Park Livable Center

Houston, Texas



renderings courtesy SWA

TEI was the transportation lead working with SWA to develop a Livable Centers Plan to improve transportation and development in the Museum Park neighborhood. The Museum Park Livable Center study was aimed at opportunities to improve multi-modal transportation, economic development, environmental sustainability, placemaking, and affordable housing objectives within the context of continued redevelopment.

The Museum Park neighborhood is situated in a unique and vibrant area in the City of Houston. The neighborhood has great bones with a tight street grid and a high level of potential transit access and bicycle connectivity. It also contains multiple world-class museums, a rich history, and easy access to Hermann Park. However, given these amazing assets, the neighborhood is experiencing a significant influx of redevelopment and struggles to balance the needs of local residents with large numbers of visitors. The aim of the study was to enhance Museum Park’s existing resources and showcase its diverse cultural assets and history, while bolstering its economic vitality.

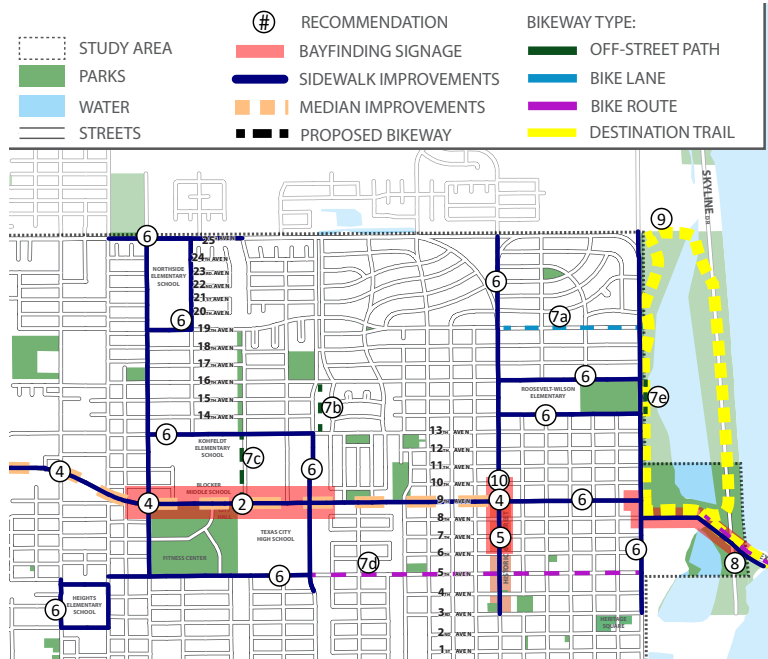
TEI focused on recommendations related to:

- Comprehensive street design focused on multimodal corridors;
- Leveraging the TxDOT US 59 reconstruction as a means to ensure, and improve access to Wheeler Station and promote that area as a premier site for transit-oriented development and a regional Cap Park over the freeway;
- Develop a cultural trail that linked the museums and Hermann Park to a broader network of museums and cultural assets in the city; and
- Parking coordination and strategies to alleviate parking stress on residents during high-usage times for the surrounding museums and park space, including on-street paid parking and potential permit parking areas

Time frame Sept 2015 – Sept 2016
 Client H-GAC and Museum Park SN
 Contact Cheryl Mergo, Sustainable Development Program Manager
 Phone (713) 993-4520
 Email cheryl.mergo@h-gac.com

Texas City Livable Centers Plan

Texas City, TX



Texas City is an historic industrial city located along Galveston Bay and protected by the Texas City Dike. TEI led the assessment of transit and transportation opportunities in the study area, and developed recommendations that serve as a basis for redevelopment and quality of life improvements for the area. These public projects aim to leverage further private investment and encourage economic development in Texas City. The historic core of Texas City has a strong grid street network and recent sidewalk and trail investments that provided a strong base to build on. Mobility recommendations included:

- Sidewalks to link schools, transit, and other key destinations for healthy transportation options;
- A bikeway and trail network connected to key activity areas, neighborhoods, parks, and The Dike;
- Development of a destination trail to enhance existing off-street trails in Bay Street Park and link the park with a high-comfort, protected bikeway that connected each of the three recommended development nodes;
- Corridor and intersection improvements that address safety and coordinate multi-modal transportation options including driving, transit, bicycling, and walking;

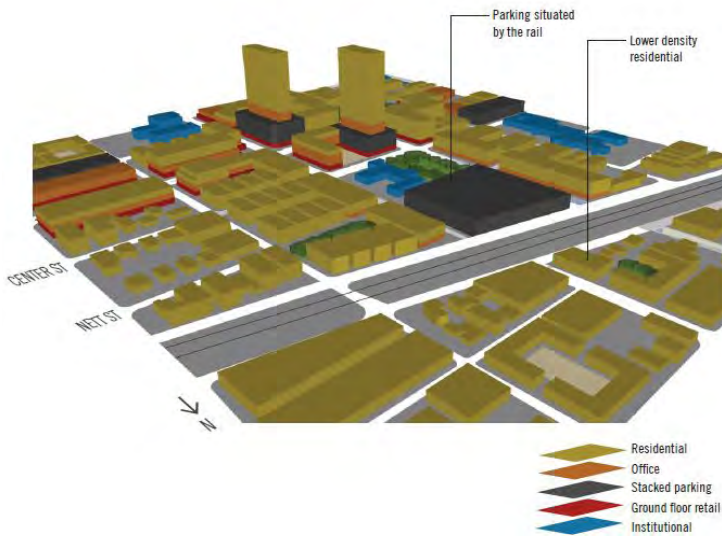
- Pedestrian, bicycle, and transit amenities that support greater usage and economic development; and
- Transit improvements to support existing usage and build future opportunities for increasing ridership.

The implementation plan identified distinct projects and funding opportunities to achieve the plan’s mobility recommendations. The City began implementation almost immediately after completion of the plan, and in October 2016, the City’s Economic Development Corporation approved spending \$1.2 million on proposed walkability and wayfinding projects.

Time frame	August 2015 - July 2016
Client	H-GAC and Freese & Nichols
Contact	Cheryl Mergo, Sustainable Development Program Manager
Phone	(713) 993-4520
Email	cheryl.mergo@h-gac.com

Washington Ave. Livable Center Study

Houston, TX



5 CONSOLIDATED PARKING RECOMMENDATION 5

Bundling the parking in certain lots will reduce the need for surface parking, improving the pedestrian realm. Consolidated parking will also allow various land uses to share the parking, reducing the need for more spaces.

6 MIX OF HOUSING TYPES RECOMMENDATION 8

A mix of housing types will ensure physical, as well as, socio-economic diversity in the area. The variety in housing will attract a diverse group of people, which will also support a diverse set of commercial activity.

TEI was the transportation lead in a diverse team to develop a Livable Centers Plan to improve transportation and development along the Washington Avenue corridor in Houston. Significant growth in this area over the past decade brought many new businesses and residents. This study looked for opportunities to improve multi-modal transportation, economic development, parking, environmental sustainability, placemaking, and affordable housing objectives within the context of continued redevelopment.

The aim of the study was to make Washington Avenue a more attractive, walkable, and sustainable corridor. TEI in particular focused on recommendations related to:

- Improvements to the street alignment and cross section to better support all transportation modes;
- Enhancements to parking and pedestrian zones, and long-term transit options focused on major activity nodes;
- Bicycle plan to connect existing facilities such as Buffalo Bayou and White Oak Bayou to major destinations;
- Improvements to the Washington-on-Westcott roundabout to enhance operations, safety, and mobility; and

- Restructuring the Waugh at Memorial interchange to enhance access to adjacent park space, improve access for pedestrians and bicyclists, and foster development opportunities along the attractive Memorial Drive Corridor.

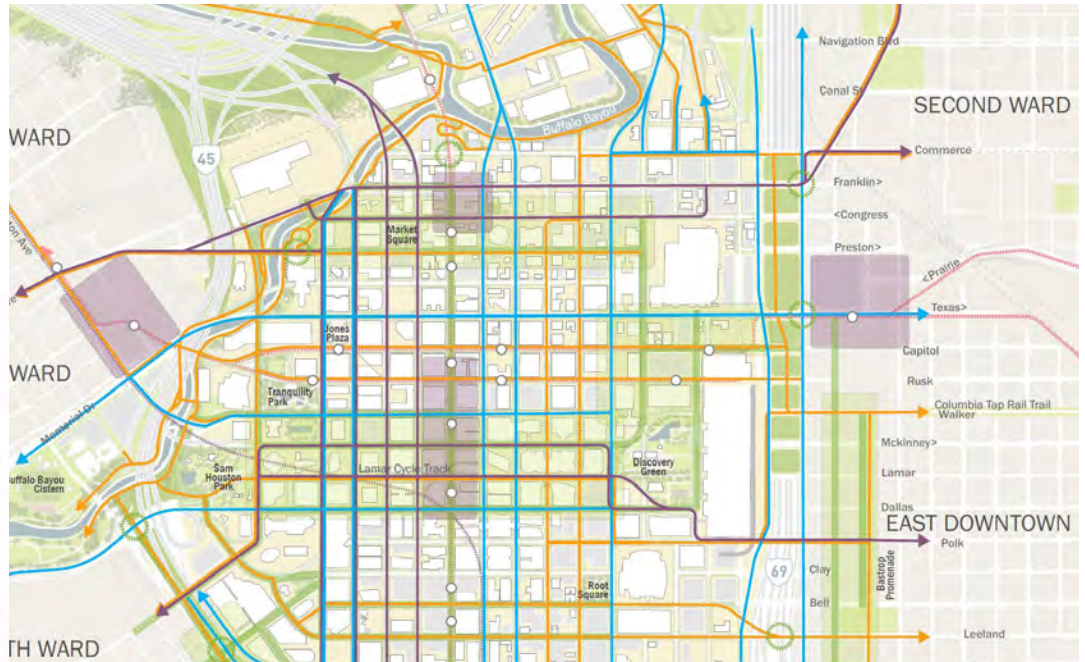
The study recommended creation of a parking management overlay district to address significant parking challenges along Washington Avenue, and creation of a new municipal management district to fund and implement streetscape improvements.

Time frame	2012 – 2013
Client	Houston-Galveston Area Council
Contact	Cheryl Mergo, Sustainable Development Program Manager
Phone	(713) 993-4520
Email	cheryl.mergo@h-gac.com












Plan Downtown Framework Study

Houston, Texas



Mobility Legend

-  Walk Corridor
-  Walk District
-  Neighborhood Gateways
-  Bicycle Corridor
-  Auto Flow Corridor
-  Bus Corridor
-  LRT Corridor
-  Potential Subway Corridor
-  Transit Development Zone

Since 2004, Downtown has attracted more than \$6 billion of investment across a broad mix of new and renovated urban uses: parks and public spaces, hotels, multi-family residences, office towers, convention and theater facilities, government facilities, infrastructure, and transit. Plan Downtown is a 10-year framework for continued urban vitality, growth, and enrichment of the Downtown experience for all.

Recent expansion of the regional transit, bike, and trail networks has created opportunities to connect Downtown and improve travel choices. As transportation lead, TEI developed multimodal strategies to expand mobility choices and improve transit operations, while meeting the needs of commuters, including recommendations to:

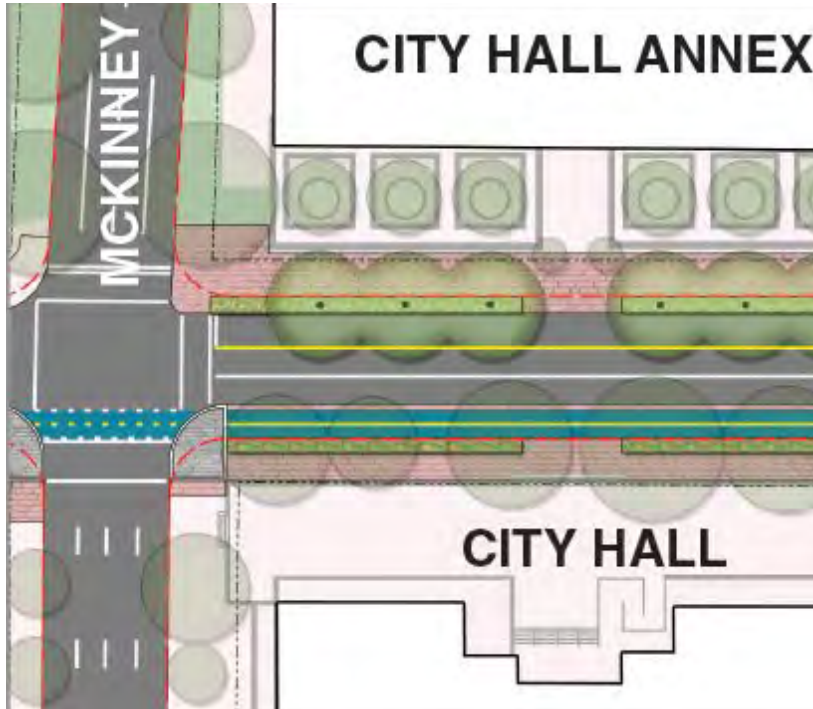
- develop integrated mobility networks that establish travel mode priorities for each corridor to support transit, active transportation, and reinforce land use context;
- implement a well-connected, protected bikeway and trail network of 3-4 east/west and 3-4 north/south corridors;
- partner with METRO to enhance transit streets with speed and reliability improvements, passenger amenities, and information systems;

- prioritize projects to address regional access, neighborhood connections, and circulation Downtown;
- study and implement two-way conversions on lower-volume streets to support connectivity and redevelopment;
- review mobility lanes and on-street parking strategies to simplify street operations and serve active street fronts;
- pilot technologies to improve signal timings and balance synchronization for east/west and north/south streets;
- expand wayfinding systems and prioritize gateway connections to adjacent neighborhoods; and
- utilize low-impact design standards and best practices for storm water management as streets are reconstructed.

Time frame	Dec 2016 – Oct 2017
Client	Houston Downtown Mgmt. District
Contact	Lonnie Hoogeboom, Director of Planning, Design & Development
Phone	(713) 650-3022
Email	lonnie@downtowndistrict.org

Bagby Street Improvement Plan

Houston, TX



TEI led preliminary engineering to redesign 12 downtown blocks of Bagby Street in Houston. The corridor is lined with civic and cultural institutions, including City Hall, Hobby Center for the Performing Arts, the Downtown Aquarium, and several parks. TEI engaged the Stakeholder Advisory Committee who established a bold vision to rebuild Bagby Street as a walkable, urban signature street, while calling for a safety-focused design addressing mobility for all users.

TEI developed four corridor design alternatives which explored different roadway geometries and alignments. Each option included a high-comfort bicycle facility, as recommended in the City's Bike Plan. TEI analyzed traffic operations for the 12 signals along the corridor to assess viability of each alternative with projected traffic volumes, and changing highway geometry nearby. The team developed drainage and other utility recommendations to meet current City standards. After the client and stakeholders evaluated the alternatives, TEI designed conceptual schematics of the Preferred Alternative incorporating favored elements from each:

- Narrowing the roadway from a typical five-lane cross-section to a three-lane roadway;
- Utilizing the increased back-of-curb space to create wider sidewalks and increased landscaping; and
- Incorporating a high-comfort, two-way bicycle trail at sidewalk level, along the east side, with connections to both proposed and existing bikeways, to strengthen the bike network and connect destinations.

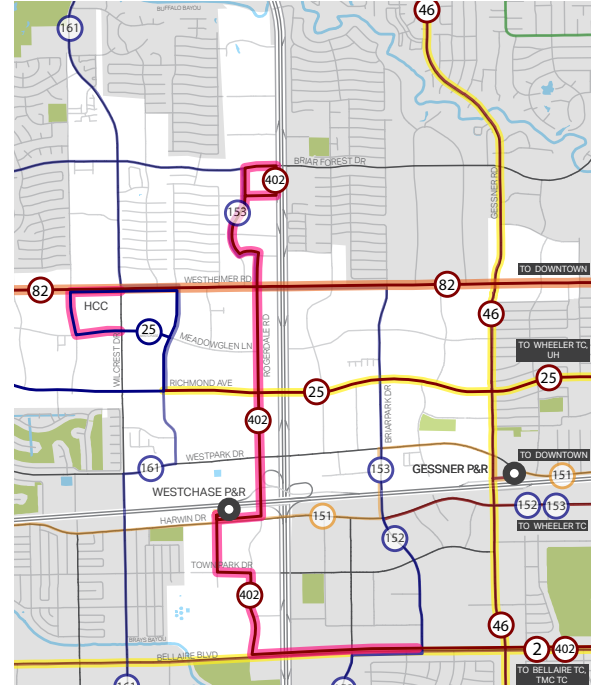
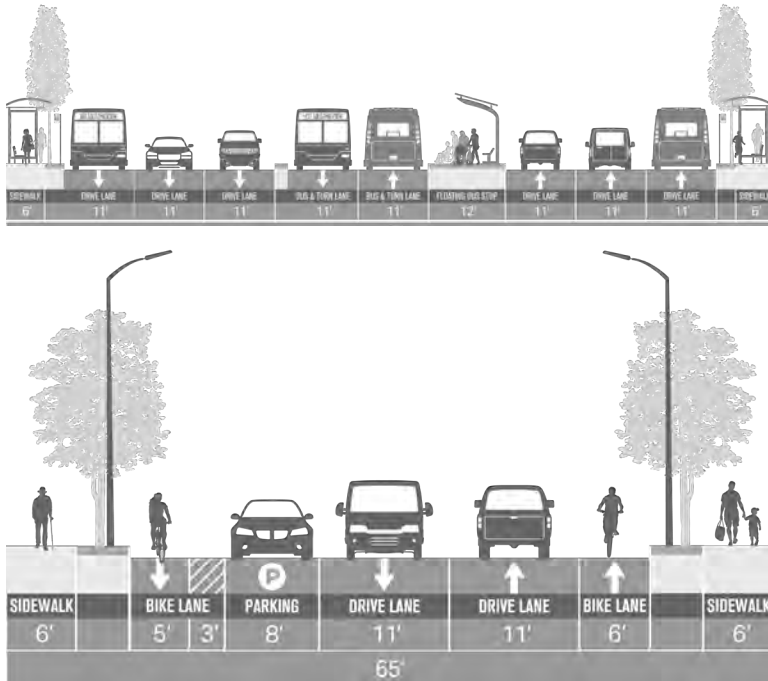
TEI developed planning level cost estimates and implementation strategies. Final design began in May 2018. The Downtown Redevelopment Authority has committed ~\$25 million to construct the project, which is expected to be complete in June 2021.

Time frame	July 2017 – March 2018
Client	Houston Downtown Mgmt. Dist.
Contact	Lonnie Hoogeboom, Director of Planning, Design & Development
Phone	(713) 650-3022
Email	lonnie@downtowndistrict.org



Westchase Mobility Plan

Houston, Texas



TEI led a diverse stakeholder group to develop a comprehensive mobility plan for the Westchase District. The area is experiencing significant growth and redevelopment, putting pressure on the roadway network. Stakeholders seek more multi-modal choices to move around the area. The District recently made significant investments in walkable streetscapes and trails, with a goal of shifting short auto trips to foot, transit, or bike.

This mobility plan focused on improving roadways, transit, walking, and biking modes; and fostering an economic development cycle of private investments building on public projects to create places people want to be and add community value.

In developing multimodal strategies to achieve the District’s mobility goals, TEI:

- assessed land uses and available right of way along 22 major roadways to develop travel mode priorities and proposed street cross sections to best reinforce the land use context,
- prioritized specific projects to address regional access and circulation within the district, that are rooted in best practices and local desires,

- developed an implementation framework including tactics to develop capital projects quickly.

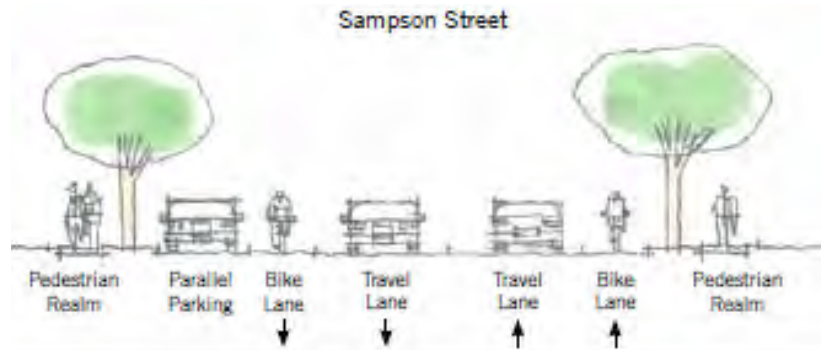
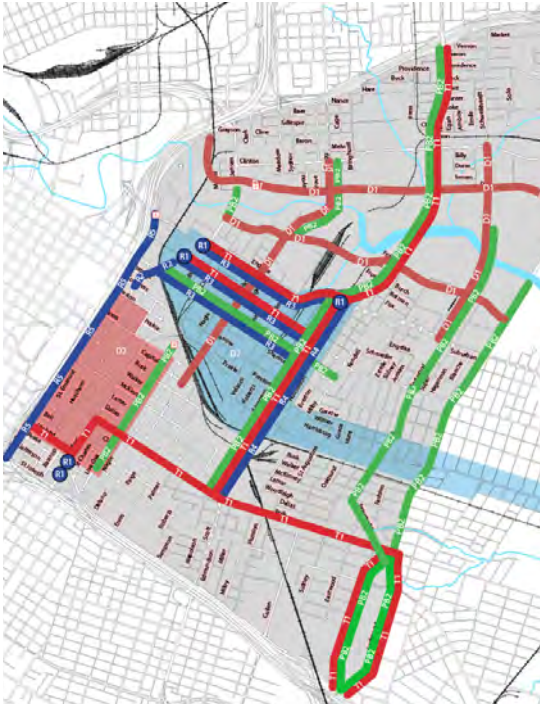
Stakeholder and community engagement built tactically on input from previous studies by :

- conducting focus groups of property owners and business owners,
- engaging participants at District events including the Farmers Market and the Corporate Challenge,
- hosting public lunch and learn sessions to gather input about the goals and recommendations, and
- using surveys and prioritization exercises to gather preferences and gauge support for recommendations.

Time frame Dec 2015 – Dec 2016
 Client Westchase District
 Contact Irma Sanchez,
 Vice President of Projects
 Phone (713) 780-9434
 Email isanchez@westchasedistrict.com

East End Mobility Study

Houston, Texas



Traffic Engineers, Inc. led a multi-disciplinary team to develop a comprehensive mobility plan for the historic East End in the City of Houston. After a period of population decline, this area, east of the Houston CBD, has experienced renewed activity with increasing levels of development and the opening of the BBVA Soccer Stadium.

The mobility plan considered several development growth scenarios and resulting opportunities to improve roadways, transit, walking, and biking modes, and strengthen economic development opportunities. TEI identified 36 projects to support the study goals, including:

- Roadway and intersection improvements to efficiently and safely accommodate all travel modes, connect major destinations and support economic development
- Pedestrian and bicycle facilities and wayfinding plans to enhance walkability and connect all levels of bicycle riders to major destinations like parks, schools, transit nodes, and entertainment
- Development regulations including parking management districts to support strong, well-connected urban development

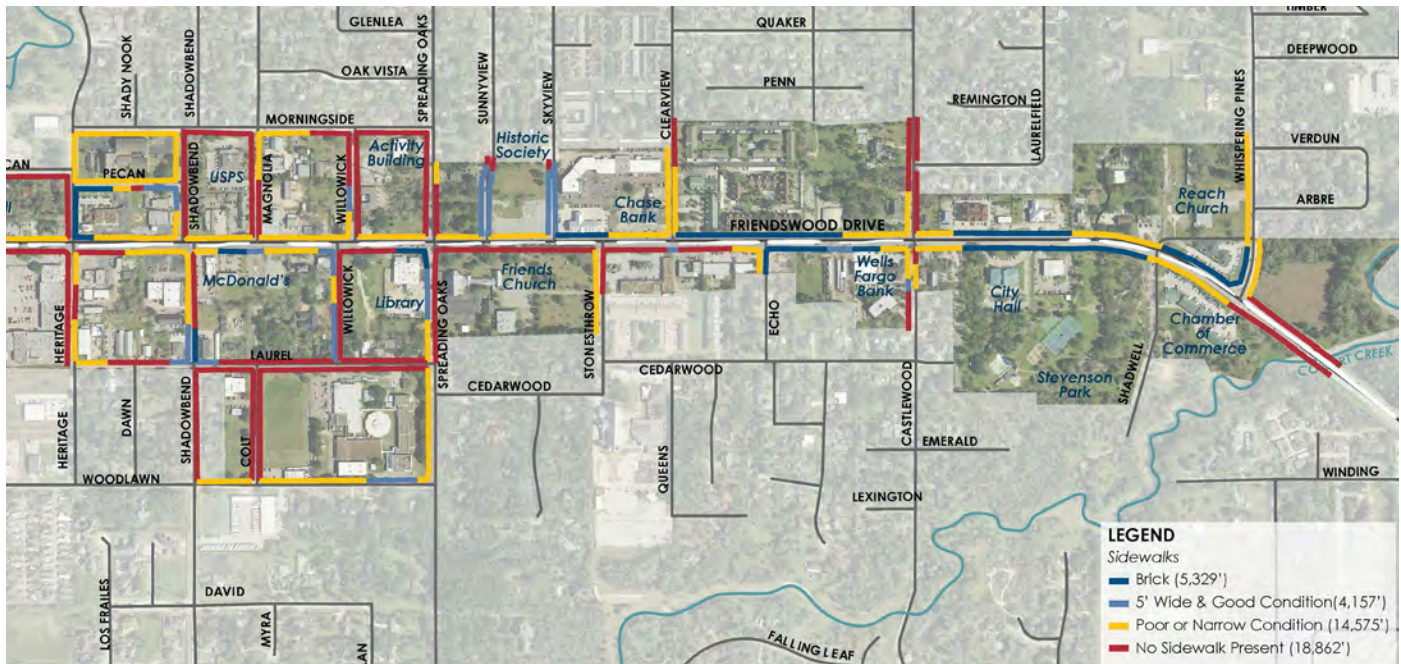
- Recommendation to enhance the City of Houston’s Major Thoroughfare Plan and align it with the study’s findings

Projects were developed with sufficient depth to readily support implementation strategies and future grant requests. Following the plan, the District’s invested \$2.5 million in capital funds, which has been further leveraged into \$31 million in sidewalks, transit connections, parks, and hike-bike trails, helping to develop the East End into a sustainable, transit-oriented walkable, and mixed use urban neighborhood. TEI has successfully helped the District obtain funding from multiple grant applications in the past five years for many of these improvements.

Time frame October 2011 – July 2012
 Client H-GAC & East End District
 Contact Patrick Ezzell, Managing Director
 of Economic Development and
 Infrastructure
 Phone (713) 928-p9916
 Email patrick@eastenddistrict.com

Friendswood Downtown District Improvement Plan

Friendswood, TX



TEI was the transportation lead on a multi-disciplinary team developing the Downtown District Improvement Plan for the Friendswood Downtown Economic Development Corporation, (FDEDC). The FDEDC is interested in funding and implementing projects that will attract more activity to revitalize downtown.

TEI identified and prioritized projects that will promote economic development and foster a distinct character in a walkable, downtown district.

TEI's mobility assessment provided existing conditions for walking, biking, and driving, as well as project recommendations to support an inviting, walkable, bikable downtown experience. Analyses included evaluating corridor and intersection operations, crash history, access management, parking availability and utilization, existing sidewalks and crosswalks, and regional bicycle circulation.

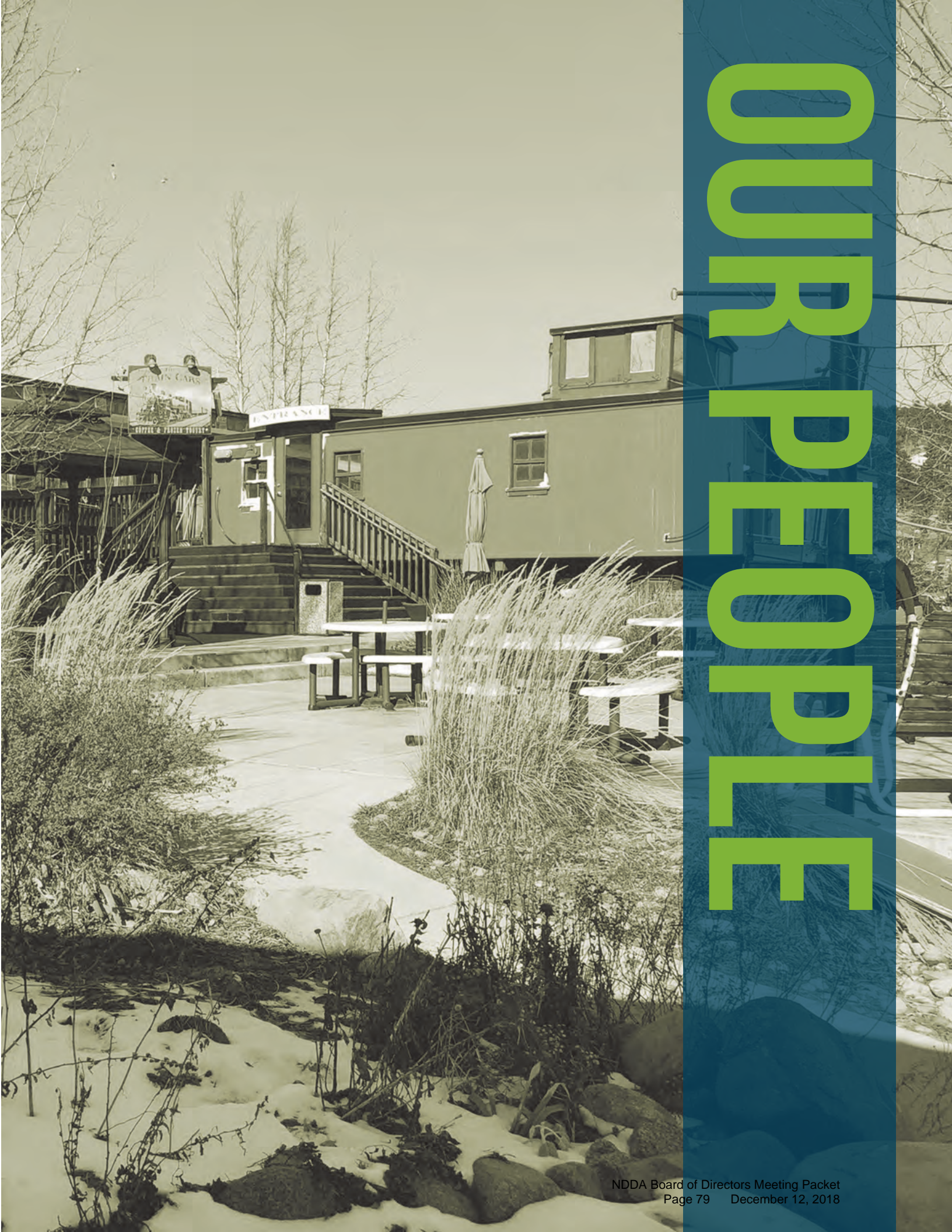
Mobility recommendations focused on the FDEDC's goal to enhance the district by improving safety, making it more inviting and more accessible. Priority recommendations included filling in gaps in the sidewalk network, and providing crosswalk

and curbramp improvements for a more consistent walkable downtown experience. Additionally, the team identified opportunities to implement signed bicycle routes on low-speed, low-traffic corridors. Proposed routes will connect to nearby regional bikeways and improve circulation within the district.

Recommendations for the plan were informed by significant outreach and public input through stakeholder meetings, an online survey, and three public meetings.

The completed plan was adopted by City Council on October 1, 2018. TEI worked with the FDEDC to develop a federal TIP grant application to fund proposed sidewalk and intersection improvements along Friendswood Drive.

Time frame	April 2018 – October 2018
Client	Lauren Griffith Associates for FDEDC
Contact	Cheryl Huffman, Project Manager
Phone	(713) 838-7120
Email	chuffman@ laurengriffithassociates.com



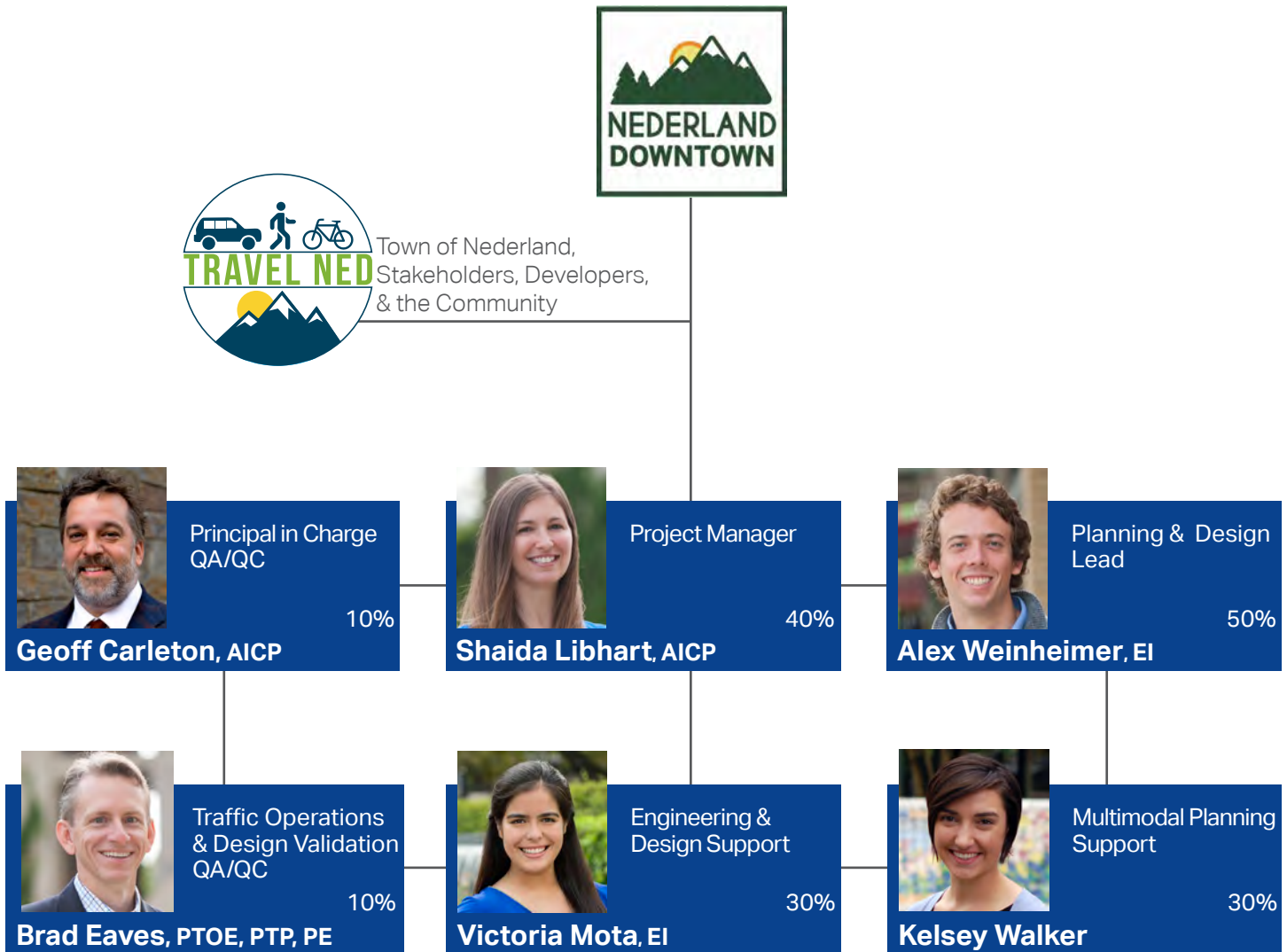
OUR PEOPLE

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Organizational chart

Traffic Engineers, Inc. (TEI) will serve as the sole consultant to study the current situation for walking, biking, parking, and general access in Nederland and develop a comprehensive plan for the DDA. This section identifies the primary team members involved in this project, key roles, and resumes. All team members are employed by TEI.

The team has been assembled to have the capabilities necessary to deliver a multimodal plan that can serve the needs of local and regional travel in Nederland. The goals of building our team were to bring the best and most qualified people with the right content area expertise (e.g., pedestrian and bicycle planning and design, parking, first-/last-mile connections, transit service, intersections and crossings, grant funding, implementation, and community engagement). Our team has developed strong, positive working relationships with various agencies and stakeholders in a variety of locations. We understand the needs of public agencies, the importance of coordination, and how to help stakeholders work together to leverage assets.



Key project roles

Principal-in-Charge Geoff Carleton, AICP

As the principal-in-charge, Geoff will be responsible for guiding the overall direction of the project. Geoff is based in TEI's Houston office and brings extensive experience developing mobility plans and project design for all modes of transportation. He believes projects are most successful if they take an integrated, data-driven view across all travel modes and land use issues to prioritize investments. Geoff will bring an in-depth understanding of transit systems design, and how to develop transit networks and enhancements that are rooted in clear understanding of the values and tradeoffs that must be made with limited resources. Geoff possesses significant experience in transit and bike network planning as well as corridor access management and context-sensitive street design. Geoff is well-versed in best practices, an expert in change management, and is particularly skilled at developing consensus to support complex projects.

Project Manager Shaida Libhart, AICP

As the project manager, Shaida will be TEI's primary point of contact, lead development of the project and deliverables, and facilitate project coordination. Shaida leads TEI's Denver office and has a strong history of project management, including experience at the Houston-Galveston Area Council (MPO) and Houston METRO. Her work in the public sector fostered a unique understanding of client processes, funding and grants at multiple government levels, project development, and prioritizing competing interests among communities, stakeholders, and agencies in support of implementation and funding. At TEI, Shaida has led a variety of transportation projects, and is experienced in context-sensitive multimodal planning that leverages existing community investment, while anticipating future growth and development. Shaida brings a strong track record of successful grant writing to gain federal funds for multimodal projects. She also brings perspective as a cyclist and daily transit commuter in both Houston and Denver.

Planning & Design Lead Alex Weinheimer, EI

As the planning and design lead, Alex will be responsible for assisting in development of the overall plan and leading multimodal planning tasks. Alex is a native of Boulder, Colorado with significant understanding of the Front Range, its stakeholders, and communities. Alex works from TEI's Denver office and brings five years of versatile transportation engineering and planning experience. Alex specializes in developing high-quality visuals of project recommendations that convey important information to a variety of technical and non-technical audiences, and he is adept at developing creative activities to engage the community. While at TEI, Alex developed a sidewalk assessment and inventory methodology that has been instrumental in developing projects as well as applying for grant funding. Alex's recent projects include multimodal planning and conceptual schematic design of five major thoroughfares, sidewalk design, livable centers planning, GIS mapping, streetscape visualization, public engagement, and traffic impact analyses. Alex lives car free and travels by walking, biking, and transit daily.

Geoff Carleton, AICP

Principal in Charge



Geoff brings a broad perspective to transportation with a background in street design, multi-modal transportation planning, and economic development which allows him to work across a range of challenging projects.

As a Principal at TEI, Geoff brings 14 years of relevant project experience and leads the firm's planning practice. He has worked with his clients on many of their most important mobility projects. His focus is on complete street design, integrated transportation and land use planning, and development of bicycle, pedestrian, and transit solutions that support stronger, healthier, and more resilient communities.

Prior to TEI, Geoff worked with McKinsey & Co., providing strategic and operational counsel to global organizations.

Registrations

- » American Institute of Certified Planners (AICP) #24882
- » Engineer-in-Training (Texas)

Education

- » MBA with Honors, Columbia University
- » BS Engineering Science, Vanderbilt University

Memberships

- » Institute for Transportation Engineers
- » American Planning Association
- » Association of Pedestrian and Bicycle Professionals (APBP)
- » Board member, South Main Alliance
- » American Leadership Forum

Years of Experience

- » 19 years project management
- » 14 years with TEI

Relevant Experience

METRO System Reimagining, Harris County, TX

- » Managed the unprecedented redesign of the METRO bus network, including a 5-year service plan aligning bus service with regional development patterns, using existing resources.

METRO General Planning Consultant contract, Harris Cty, TX

- » TEI project manager and multimodal planning lead on 2015-18 GPC team for work including Westheimer Enhanced Bus Service Planning, Uptown Dedicated Bus Lane Transit & Traffic Modeling, and METRO Transit-Oriented Development Study.

METRONext Regional Transit Plan, Harris County, TX

- » Lead in developing a new long-range plan of transit projects and priorities that builds upon and leverages investments in light rail and the local bus network.

Plan Downtown Development Framework, Houston, TX

- » Transportation lead developed a comprehensive framework of recommendations to guide investments focused on livability.

City of Houston Bicycle Master Plan, Houston, TX

- » Project manager developed a comprehensive citywide plan of projects, programs, and policies to facilitate a network of high-comfort bikeways for riders of all ages and abilities.

Additional Project Leadership

- » METRO Bike & Ride Access & Implementation, Harris Cty, TX
- » Lower Westheimer Traffic & Transit Modeling, Houston, TX
- » City of Rosenberg Transit and Active Transportation Study, TX

Shaida Libhart, AICP

Principal Associate



Shaida leads TEI's Denver office. As an AICP-certified planner, she brings special expertise in identifying and securing federal grant funding for transportation improvements. She is a Principal Associate at TEI with 11 years of transportation planning experience, including significant multimodal planning and project development at local and regional scales.

Prior to joining TEI, Shaida served as a Senior Transit Planner for the Metropolitan Transit Authority of Harris County (METRO), leading transit and bicycle integration and supporting implementation of the North and Southeast light rail lines. Previously, as a Senior Transportation Planner for the Houston-Galveston Area Council (H-GAC), she led development of the Regional Transit Framework Study and served as deputy project manager of the 2040 Regional Transportation Plan (RTP).

Registrations

- » American Institute of Certified Planners

Education

- » Master of Public Policy & Administration, U. Missouri - St. Louis
- » BA, Political Science, U. Missouri - Columbia

Memberships

- » American Planning Association (APA)
- » APA Colorado Legislative Committee
- » Association of Pedestrian & Bicycle Professionals (APBP)
- » Urban Land Institute (ULI)
- » ULI NEXT Colorado

Years of Experience

- » 11 years industry
- » 3 years with TEI

Relevant Experience

City of Louisville Transportation Master Plan, Louisville, CO

- » Project manager, multimodal planning and public engagement lead for the city's first transportation master plan (ongoing).

City of Houston Bicycle Master Plan, Houston, TX

- » Deputy project manager for the City's new bike plan. Led development of goals, metrics, and the implementation plan.

Westchase Mobility Plan, Houston, TX

- » Led development of implementation and funding strategies

H-GAC Livable Centers Studies: Texas City & Houston, TX

- » Led development of mobility improvements to facilitate active transportation, livability, and economic development.

East End District Section 5310 FTA Grant Application, Houston

- » Project lead identified project elements, developed application, and obtained funding for sidewalks, ADA ramps, and bus stops.

METRO Bike & Ride Access & Implementation Plan, TX

- » Agency project manager for effort to improve access and integrate bicycles in the METRO transit system.

Additional Project Management

- » 2018 Downtown Denver Mobility Report, Denver, CO
- » Westchase Trails & Parks Master Plan, Houston, TX
- » Regional Transit Framework Study, H-GAC
- » 2040 Regional Transportation Plan, H-GAC
- » Fort Bend County Transit Plan, Fort Bend County, TX

Alex Weinheimer, EI

Senior Associate



A native of Boulder, Colorado, Alex joined TEI's Denver office in 2018 after working in the Houston office for five years. Alex enjoys the benefits of excellent transit and abundant bikeways, choosing to use public transit and bike share, living without the expense or hassle of a personal vehicle or bicycle. As a frequent weekend traveler, Alex enjoys using travel experiences to influence and motivate his projects in the office.

As a Senior Associate at TEI, Alex brings five years of transportation planning and engineering experience, including bicycle and transit network design, livable centers planning, GIS mapping, streetscape visualization, bicycle and sidewalk design, public and stakeholder engagement, and a variety of traffic impact analyses.

Registrations

- » Engineer Intern (Colorado) # 74513

Memberships

- » Association of Pedestrian & Bicycle Professionals (APBP)
- » American Planning Association: Colorado and Texas chapters

Education

- » BS Civil & Environmental Engineering, Rice University

Relevant Project Experience

City of Louisville Transportation Master Plan, Louisville, CO

- » Deputy project manager and multimodal planner for the city's first transportation master plan (ongoing).

Bagby Street Improvement Plan, Houston, TX

- » Multimodal planner prepared conceptual schematics for redesign as a walkable, bikable, civic destination.

Pre-Engineering of Street Improvements, Houston, TX

- » Multimodal planner for conceptual redesign of five major thoroughfares aligned with the city's Complete Streets Policy, including buffered bike lanes, improved transit stops, sidewalks, crosswalks, and parking designed to calm traffic.

H-GAC Livable Centers: Rosenberg, Texas City, & Houston TX

- » Led bicycle network planning for multimodal networks to support active transportation, economic development, and safety.

Plan Downtown Development Framework, Houston, TX

- » Developed multimodal network priorities and opportunities for new transit nodes, walking districts, parking, and parks.

Westchase District Mobility Study, Houston, TX

- » Multimodal planner evaluated major corridors in the district, created a mode hierarchy, and proposed roadway cross-sections. Developed stakeholder engagement activities.

City of Houston Bicycle Master Plan, Houston, TX

- » Developed pilot projects, aided network design and Toolbox development, and created stakeholder meeting activities.

Kelsey Walker

Multimodal Planning



As an Associate with TEI, Kelsey focuses on modeling multimodal transportation networks and drawing insight from spatial datasets through maps and other visualizations. Passionate about both data analysis and graphic design, she enjoys partnering with organizations large and small to produce maps and other visualizations that tell stories, prompt conversations, and inform on-the-ground decisions. Her skillset includes expertise with ArcGIS Network Analyst, ArcGIS Spatial Analyst, R, Shiny, and Python.

Previously, as a staff researcher at the Kinder Institute for Urban Research, Kelsey worked on data-intensive projects focused on urban development and transportation. At Rice University, Kelsey majored in Mathematical Economic Analysis. She also earned the Certificate in Civic Leadership for her capstone research project on ridership forecasting for Houston METRO.

Education

- » BA Mathematical Economic Analysis, Rice University

Memberships

- » Houston Data Visualization Meetup
- » Houston R User's Group
- » Women's Transportation Seminar (WTS)

Years of Experience

- » 4 years industry
- » 2 years with TEI

Publications

- » "Taking Stock: Housing Trends in the Houston Area." Kinder Institute. (2017).
- » "Houston in Flux: Understanding a Decade of Bayou City Development." Kinder Institute. (2016).
- » "Shifting Gears: Framing Bike Share Trends in Sun Belt Cities." Kinder Institute. (2015).

Relevant Experience

City of Louisville Transportation Master Plan, Louisville, CO

- » GIS lead mapped access and travel time to community destinations and transit nodes via walking and biking.

Third Ward Health Assessment, Houston, TX

- » Integrated sidewalk assessments, existing local plans, and demographic and transportation data into conceptual plan focused on multimodal access and community development.
- » Led team of community researchers collecting sidewalk, intersection, parking, streetscape, and safety data related to walkability for 90 miles of street frontage.

METRO Scott Corridor Optimization Study, Houston, TX

- » Multimodal planner led baseline conditions analysis of ridership patterns, travel speed, and on-time performance for a high-ridership frequent bus route to identify opportunities to optimize operations for faster, more reliable service.
- » Compared actual and scheduled run times for 15-mile bus route, and assessed on-time performance by segment and time of day using one month of disaggregated IVOMS data.

Precinct 1 Transportation Plan, Harris County, TX

- » GIS lead measured and mapped regional access to major activity centers via transit, biking, and walking using road network and transit schedules.

Additional Multimodal Planning Experience

- » Precinct 1 Bikeways Implementation, Harris County, TX
- » METRONext Long Range Plan, Harris County, TX
- » Houston First Scenic Corridor Mapping, Houston, TX

Brad Eaves, PE, PTOE, PTP
Principal



As a Principal with TEI, Brad brings 20 years experience leading traffic engineering projects. He has significant relevant project management experience in all forms of transportation engineering including regional and corridor planning, street and intersection design, traffic signal and ITS design, bikeway and trail design, crosswalks and ADA ramps, signing and striping, and traffic operations. Brad brings particular expertise designing innovative intersections that are safer for all users.

Brad leads TEI's quality assurance and quality control (QA/QC) program. He has completed more than 50 transportation planning and Traffic Impact Analysis studies throughout Texas and has designed more than 200 traffic signals throughout the Houston region.

Registrations

- » Professional Engineer (CO) #53697
- » Professional Engineer (TX) #91759
- » Professional Traffic Operations Engineer (PTOE)
- » Professional Transportation Planner

Education

- » BS Chemical Engineering, Texas A&M
- » Postgraduate Studies - Northwestern University, Rice University

TxDOT Certifications

- » 1.2.1, 1.3.1, 1.4.1, 3.1.1, 3.2.1, 3.3.1, 4.1.1, 4.2.1, 4.3.1, 7.1.1, 7.3.1, 7.4.1, 7.5.1, 8.1.1, 8.2.1, 8.3.1, 8.4.1, 9.1.1

Memberships

- » Institute of Transportation Engineers
- » Board member, American Society of Civil Engineers

Years of Experience

- » 20 years industry
- » 20 years with TEI

Relevant Experience

FM 1463 at Roesner Road Roundabout Design, Fulshear, TX

- » Prepared schematic design and operational analysis for a proposed roundabout on FM 1463 in Fulshear, Texas.

Crockett-Hogan-Lorraine Context-Sensitive Schematic Design, Houston, TX

- » Prepared new schematic design incorporating context-sensitive approach and multimodal transportation options.

City of Houston Infrastructure Design Manual 2018 Update

- » Expert peer reviewer supported City staff incorporating multimodal design best practices into chapter 15 (traffic and signal design requirements) and chapter 17 (bicycle, transit, and pedestrian design requirements).

North Eldridge Parkway CMAQ Improvements, Harris Cty, TX

- » Project manager for design of eight new traffic signals and 13 deceleration lanes on North Eldridge Parkway.
- » Included 3.5 miles of fiber optic signal communications design with integration to existing & proposed signals.

Additional Traffic Engineering Leadership

- » TIGER 1 & 3 Bayou Bikeway Designs, Houston, TX
- » Walnut Bend Lane Complete Street PS&E, Houston, TX
- » US 281 Corridor Traffic Analysis, Brooks County, TX
- » Seawall Blvd Traffic Detection Improvements, Galveston, TX
- » City of Sugar Land Roundabout Design Standards Review
- » City of Houston On-Call Traffic Signalization and ITS
- » City of Missouri City Traffic Engineering On-Call

Victoria Mota, EI
Engineering & Design Support



Victoria joined TEI's team as an Associate after interning with the firm for two years. She became interested in transportation in high school while visiting a civil engineering firm. After watching a traffic engineer create a traffic network using Synchro, she was hooked. But working for TEI has shown her that transportation engineering is so much more than moving vehicles efficiently; it is the intersect of many modes of travel.

Victoria's engineering repertoire includes traffic signal design, traffic modeling, pre-engineering and schematic design of major street improvements, crash data analysis, parking analysis, and a variety of traffic operational studies.

Registrations

- » Engineer Intern (CO) #74558
- » Engineer in Training (TX) #60673

Education

- » BS Civil & Environmental Engineering, Rice University

Memberships

- » Women's Transportation Seminar (WTS)
- » Institute of Transportation Engineers (ITE)

Relevant Experience

Downtown Bagby Street Improvement Plan, Houston, TX

- » Assisted schematic redesign of 12 downtown blocks of Bagby Street as a walkable, bikable, civic destination.
- » Modeled networks of traffic signals and evaluated geometric design alternatives with PTV Vistro to analyze capacity and identify traffic operational issues.
- » Analyzed crash data to assess high crash locations and types.

Precinct 1 Bikeway Implementation Design, Harris County, TX

- » Prepared schematic design of four new on-street bikeways, including Hardy, Lyons, Kelley, and the Downtown Connector.
- » Designed 8 traffic signal modifications to include bike signal heads and reconfigured vehicle signal heads to meet standards.

Downtown Friendswood Mobility Study, Friendswood, TX

- » Inventoried off-street parking and assessed peak utilization.
- » Conducted travel time runs at peak hours to assess corridor operations, average speeds, and signal timing coordination.
- » Inventoried sidewalk availability, width, and condition to assess walkable network and identified proposed improvements.

Waugh Drive & Heights Blvd. Pre-Engineering, Houston, TX

- » Modeled networks of traffic signals on PTV Vistro.
- » Evaluated alternative lane configurations for impacts on traffic performance and capacity throughout the corridor.

Additional Traffic Engineering Experience

- » Gulfgate TIRZ 8 Mobility Study, Houston, TX
- » Hufsmith-Kohrville Traffic Signal Design, Harris County, TX
- » US 281 Improvements Project, Pharr District, TX



OUR APPROACH

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Project Vision



Our team is committed to creating vibrant places that provide safe, convenient, and affordable transportation options that encourage an range of mobility options. We believe that places with great multimodal travel options support economic development, maximizes investments in the community, and improves experiences for residents and visitors alike.

This projects represents an opportunity for the Town of Nederland to benefit from the NDDA's commitment to improve parking, provide active transportation options, improve the transit riding experience, and continue to expand retail, housing, and recreation opportunities within the Authority boundary. The Plan will outline a blueprint for transportation infrastructure projects, programs, and policies that will guide investment and direction of transportation in the future.

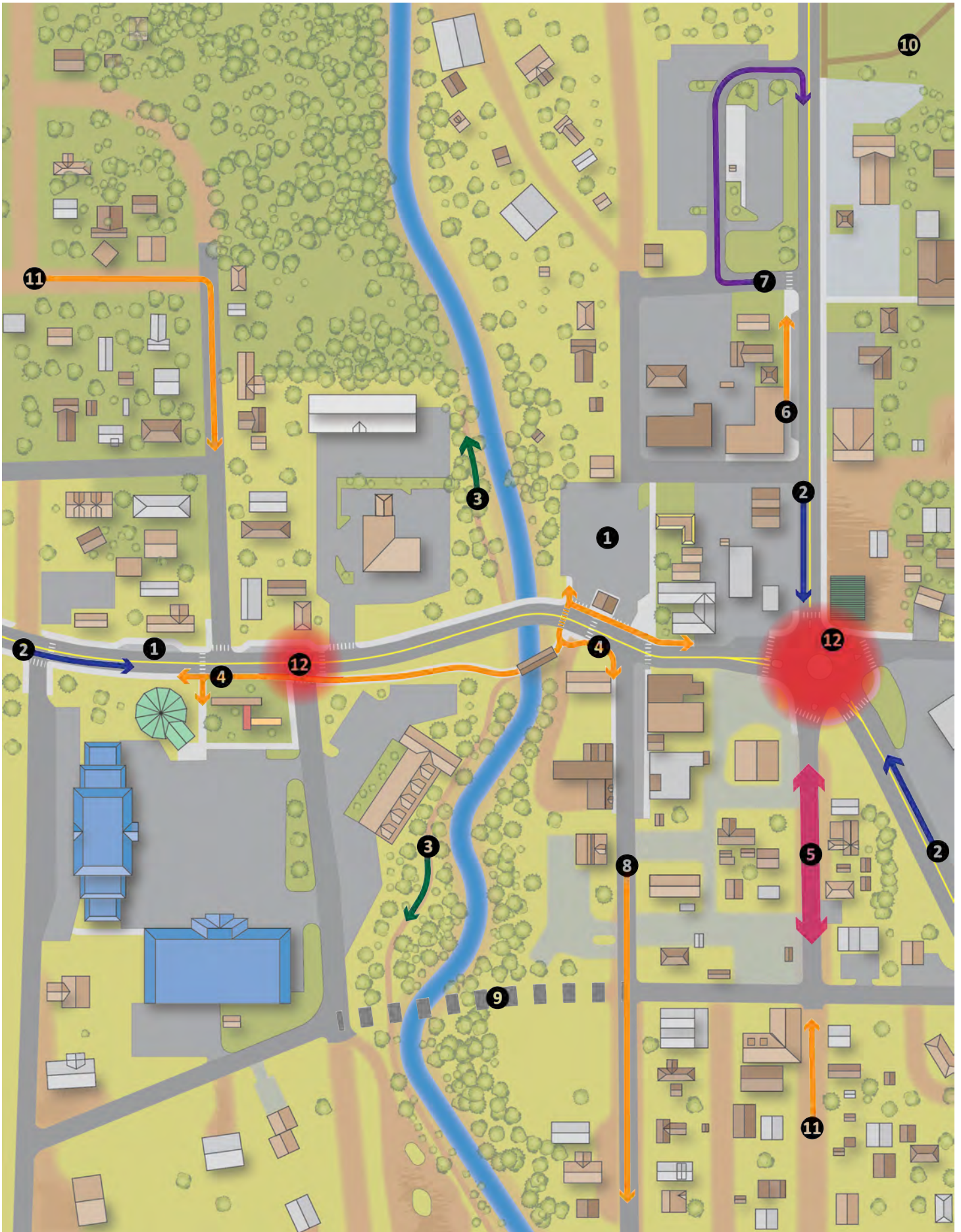
The positioning of Nederland in relation to the surrounding communities creates unique travel patterns. It simultaneously serves as a rural mountain home, including many people who commute to Boulder and the rest of the Denver region for work, a retail destination for residents of smaller nearby mountain towns, and a gateway to year-round mountain recreation.

Highways 72 and 119 form the busiest streets in town and are key segments within the car, bicycle, walking, and transit networks. With a desire to shift travel away from single-occupancy vehicles identified in previous planning efforts, and a growing number of households in the area, the future layouts of these corridors will require careful consideration. Public outreach and stakeholder engagement will be vital to ensure the community's priorities and values are reflected in any future investment. Any improvements will be highly visible and can help cement the feel of Nederland as a historic mountain town. Recommendations will build upon recent efforts such as NedPeds, flower planting, and the holiday light program.

We believe there is a great opportunity for transportation investments and decisions to catalyze further development, and redevelopment within Downtown. Additional parking, and better coordination will allow for more predictability, and less stress for those arriving by private vehicle. Increased multimodal connectivity will encourage those residing in nearby neighborhoods to walk or bike Downtown. These efforts will reinforce a "shop local" sentiment, retain local retail dollars, and encourage increases in product selection, services offered, and dining options.

In addition to providing better access and improved experiences for locals, there is an opportunity to improve the visitor experience and entice those passing through to spend time Downtown. With nearby Eldora Mountain Resort, and many destinations between Black Hawk and Estes Park along Peak to Peak Highway, there is a constant stream of potential visitors passing through Nederland. Downtown gateways, wayfinding and other placemaking efforts within the public right-of-way will help attract the attention of those passing through town. Sufficient, simplified parking will encourage them to stop for a visit. Increased walkability will allow them to park once and access retail, dining, recreational, and historic destinations.

The recommendations outlined in the Plan will represent a progression, yet practical vision for the Town of Nederland. With the NDDA's leadership, and effective implementation strategies, the Authority will be able to best utilize TIF funds and mill levy incomes. The vision will make a compelling case that attracts grant and matching funding, helping the NDDA accomplish as much as possible between now and the end mandate in 2035.



Key Plan Components

The map on page 22 corresponds with the concepts and ideas this project will address. These key components are highlighted below and, as shown in the map, are intertwined in many areas of Downtown Nederland. This connection shows the need for coordinated efforts so that future projects, programs, and policies build off of and reinforce each other. This will ensure opportunities are best leveraged and communicated, aiding in implementation.

- 1 Improve existing on-street and off-street parking and explore opportunities for new parking and parking revenue.
- 2 Use gateway, placemaking and wayfinding strategies to draw visitors to Downtown destinations.
- 3 Increase access to recreational opportunities.
- 4 Complete underpass to connect visitor center and parking to East 1st Street and other destinations.
- 5 Build upon NedPeds enhancements and encourage new development on East 2nd Street.
- 6 Continue to improve access to the Park-n-Ride.
- 7 Improve transit operations and rider experience. Explore opportunities for a District circulator.
- 8 Better connect Downtown destinations to Barker Reservoir.
- 9 Explore additional bridge alternatives.
- 10 Continue building sidewalks where warranted.
- 11 Provide additional pedestrian and bicycle connections from neighborhoods.
- 12 Address congested intersections, and improve roadway safety.

Our Approach

PHASE 1.0 PROJECT MANAGEMENT & COORDINATION

Deliverables: Detailed Scope of Work and Fee, Project Schedule, Outreach and Coordination Plan



The purpose of this initial task is to set the table for a successful project. We believe that project management hinges on regular communication and collaboration both within the TEI team and between TEI and the Downtown Development Authority. The DDA staff will be both a client and a partner in developing the Plan.

Task 1.1 Project Scope & Schedule

A successful project begins with a detailed scope of work, which will be prepared based on this proposed approach with additional input from the DDA. This will be linked to a detailed project schedule, including dates of major meetings, milestones, and deliverables.

Based on the scope and schedule a Project Management Plan will be developed to identify specified communication methods, expectations, and responsibilities for TEI team member and DDA staff for each phase of the project. The project manager, Shaida Libhart will coordinate with the DDA regularly to ensure the Plan is successfully moving forward, and any questions or issues that arise are addressed promptly.

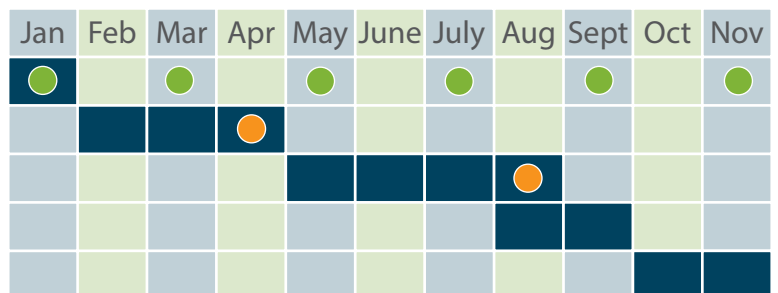
In this first phase of the process, TEI will work with the DDA to develop a project marketing tactics and project logo design. A Community Engagement Plan will be developed to coordinate outreach efforts to ensure that the public, key stakeholders, and property owners will be involved and provide invaluable insight throughout the project. TEI will provide the DDA with a data request checklist for any information needed to begin analysis.

An anticipated project schedule based upon the tasks identified in Our Approach is detailed below. TEI will develop draft deliverables within each task to provide to the DDA for review and comment. This ensures that development of the final Plan is comprised of previously developed and reviewed material, reducing overall client review time, and ensuring the work meets client expectation.

TEI's approach to QA/QC is rooted in establishing clear objectives and expectations through the scope of work. Team members will review each deliverable to ensure accuracy and thoroughness, as well as readability and consistency with the scope of work. This ensures the deliverables match expectations and reduces time needed for review and revisions.

Project Schedule

- Phase 1 Project Management & Coordination
- Phase 2 Existing Conditions Analysis
- Phase 3 Recommendations Development
- Phase 4 Prioritization & Implementation
- Phase 5 Final Plan Development



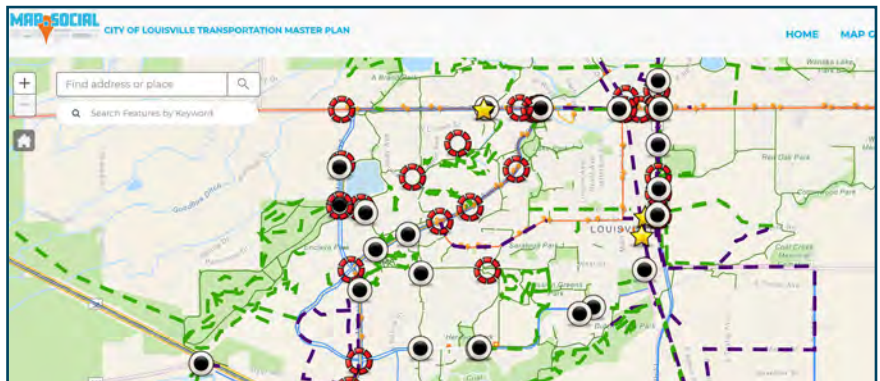
● Community & Stakeholder Input ● Project Management Meeting

Task 1.2 Outreach & Coordination Plan

Our team takes pride in our use of innovative and meaningful ways that our projects interact with the community and stakeholders. Meaningful participation results from crafting questions to elicit responses that don't just address the "whats" but dig into the "whys" of transportation decisions. We focus on getting information out to people where they go, both online and in person to increase participation rates.

Downtown property owners and private developers are influential stakeholders capable of implementing positive change in Nederland. We will work with the DDA staff to identify these key entities and offer to meet with the individually, understanding that because of the nature of their business, their plans may not be publicly available and information might not be appropriate to share in more public forums. A better understanding of their plans will help us develop more appropriate recommendations, and allow for more coordination moving forward.

Our approach to public engagement is crafted to ensure our team understands the concerns and desires of a multitude of users across neighborhoods, ages, and experience levels. Traditional public engagement approaches, such as public meetings, tend to attract only a small but often vocal segment of the community. In addition to meetings, we seek to develop non-traditional input methods, including experiential outreach such as bicycle rides or walking tours and interactive tools that allow people to become an active part of the planning process. Examples of tools we've successfully used in a variety of projects are highlighted on the following page. TEI will work with the NDDA to identify the best mix of tools for the Nederland community and stakeholders that will provide meaningful input to the project and build support for the Study and Plan.



PHASE 2.0 EXISTING CONDITIONS ANALYSIS

Deliverable(s): Existing Conditions report, Summary Report of Community Input and Coordination

Jan '19 → Nov '19



Developing the appropriate recommendations requires careful study of transportation in Nederland today, and how it is projected to change moving forward. This phase will lay the groundwork for a successful project by building a comprehensive fact base of existing infrastructure, demographics, and study area characteristics.

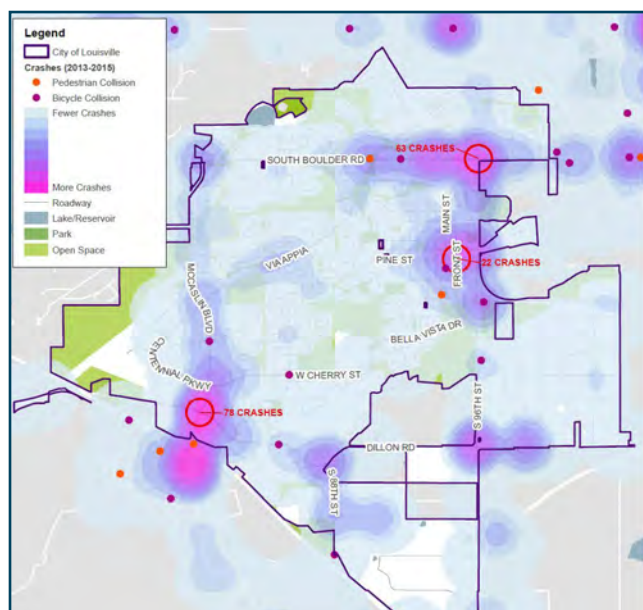
Task 2.1 Plan Review & Data Analysis

All team members will begin with a thorough review of the 2017 Master Plan. Any other relevant existing plans and previous studies will be analyzed and influence the project understanding. These will likely include:

- 2013 Comprehensive Plan
- 2013 Park, Recreation, Open Space & Trails Master Plan
- 2014 Master Infrastructure Plan
- 2015 Nederland Area Economic Survey
- Envision 2020
- Riparian Corridor Ecological Assessment
- #NedZero Action Plan
- NedPeds

TEI will perform an analytically-driven assessment of activity and infrastructure in the area that will include:

- Demographics, housing, job, and commute summary.
- An overview of locations of attractions, schools, recreational opportunities, retail hubs, and other popular destinations, as well as major events.
- A comprehensive parking inventory within the study area, including number and type of space, regulations, and observed demand.
- An inventory of sidewalks within the study area, including sidewalk width and condition, and curb ramp type. Major pedestrian crossings will also be identified.
- An Assessment of where people are bicycling today, including difficult crossings and intersections.
- Transit service summary and access analysis.
- Vehicular traffic operations and mobility review including, signal operations, TDM analysis, and crash data assessment, including deadly, incapacitating, pedestrian- and bicycle-involved crashes.
- Review of existing wayfinding, signage, visitor information, transit information, gateways, and other markers.
- Observation of Frozen Dead Guy Days (March 8-10, 2019) to better understand event parking demand, roadway congestion, pedestrian circulation, and general mobility.

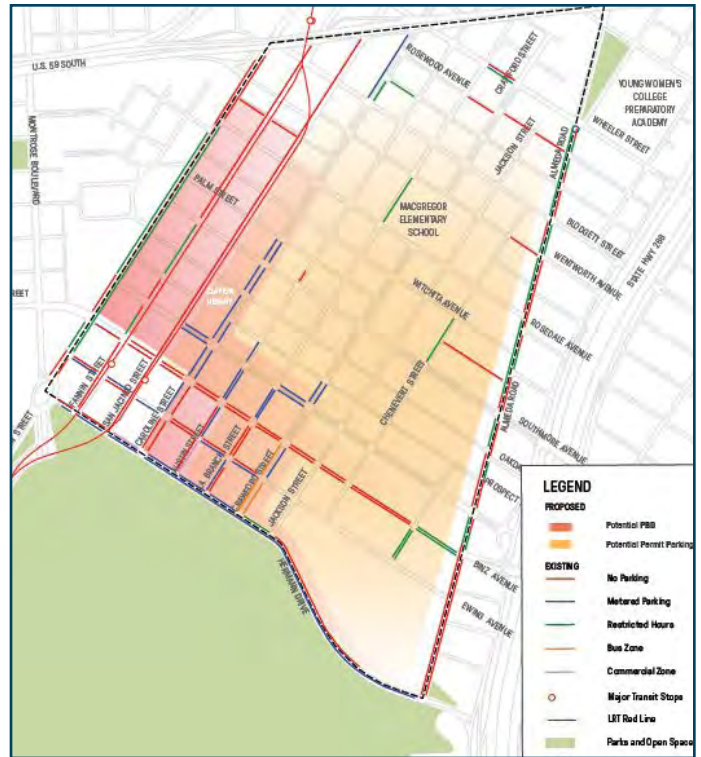


Crash data was mapped in Louisville to identify hot spots for crashes and locations of concern for people walking or biking

Task 2.2 Community Input & Stakeholder Coordination

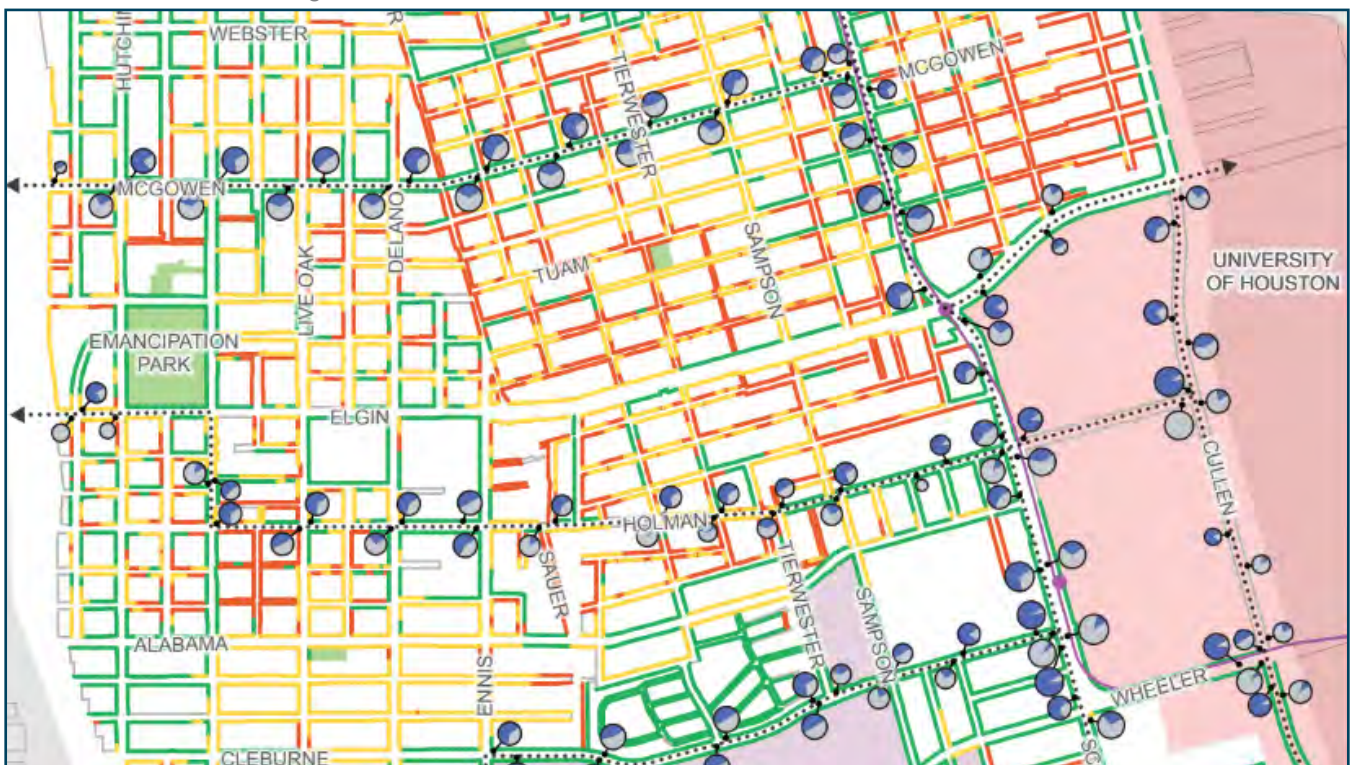
We will canvas the downtown area, meeting with business owners, residents, and visitors to hear first-hand about their experiences, concerns, and desires with regard to parking, walking, bicycling, driving, and transit use. This process will both further our understanding of opportunities in the area, but also bring attention to the ongoing Plan, engaging vital stakeholders early on in the process.

After completion of the existing conditions analysis and downtown canvassing, TEI will host a public meeting to further engage the community and draw attention to the Plan. The team will share the purpose, goals, and timeline of the project, the finding of the existing conditions analysis, and initial insights and areas of opportunity. This engagement effort will be visual in nature and utilize maps and surveys to identify specific locations of needs and attitudes and priorities of the community. The TEI team and available DDA staff members will then facilitate a variety of exercises to further engage and gather input from members of the community.



Existing on-street parking and potential parking districts identified in Houston's Museum Park neighborhood

Sidewalk condition analysis mapped with transit boardings and alightings to analyze accessibility to transit in the City of Houston's 3rd Ward neighborhood





Task 3.1 Goals & Problem Definition

This task will assess the data and develop an existing condition analysis of existing and projected mobility in Nederland. Based on this analysis, field observation on community input, TEI will define the project goals and problem statements for the Plan to address. These problem statements will set the parameters for how the opportunities and draft mobility improvements strategies will be developed in later phases of the project. By developing clarity for the goals and issues to address, planning efforts can be focused where they can generate the most benefit.

Task 3.2 Opportunities & Draft Solutions

TEI will consider all information gathered throughout the public outreach process, stakeholder engagement, meetings with the DDA staff, and observation to begin developing Draft Solutions that address the Goals of the Plan. The team will accomplish this through planning workshops, consideration of industry best practices, and consultation with experts in various fields.

Likely outcomes include:

- Potential areas for additional parking spaces or more space-efficient parking configurations. New or modified parking regulations. Paid parking zones that reflect both time-of-day, day-of-week, and seasonal fluxes in demand. Projected parking revenues. Parking enforcement strategies.
- Pedestrian and bicycle network improvements, including additional facilities, facility upgrades, and crossing enhancements.
- Transit infrastructure and service upgrades including stop and shelter enhancements, route and schedule information, route modification, and future service expansion.
- Improved roadway and intersection operations, legibility and safety. Opportunities for carpooling incentives.

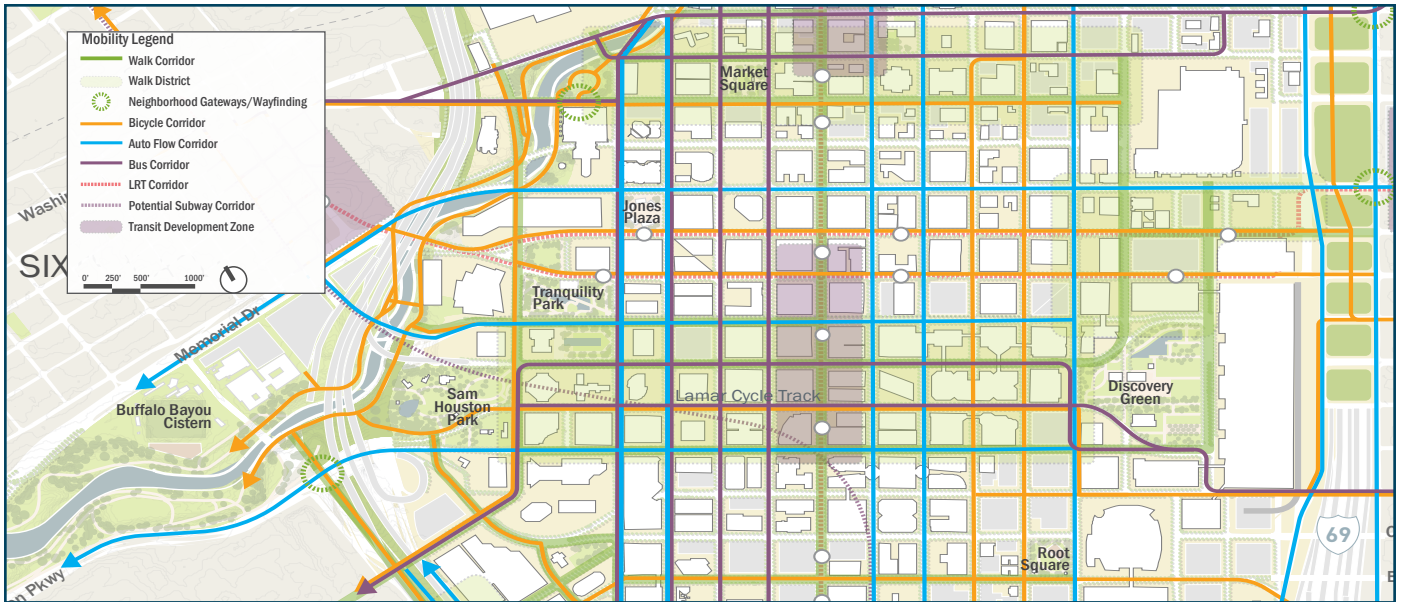
- Strategies for addressing changes in transportation technology, such as increased demand for electric vehicle charging stations, autonomous vehicles, ride sharing, and bicycle sharing.
- The benefits and feasibility of a District circulator.
- Signage and wayfinding strategies that ease navigation, enhance sense of place, and direct visitor to destinations and areas of interest.

These recommendations will be a cohesive vision for long-term improvements within Downtown Nederland, however they will be presented as individual projects, programs and policies. Some recommendations will be implementable with relative ease, while others will require long-term planning and budgeting. In some cases, there may be short-term implementation strategies, but longer-term investment needed, as well.

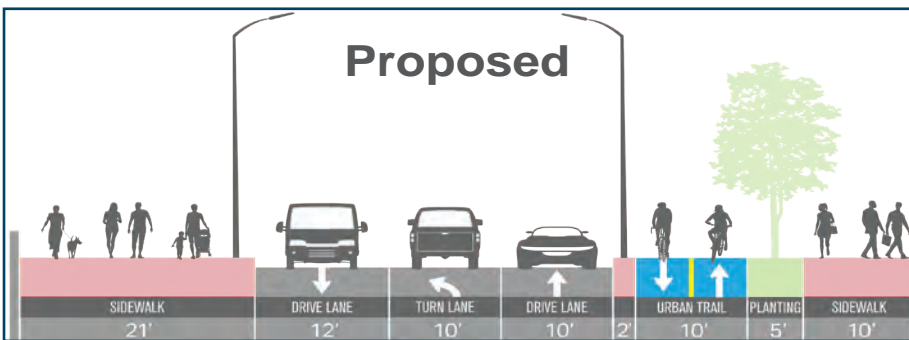
Task 3.3 Community Input, Stakeholder & Developer Coordination

After DDA staff review, the Draft Solutions will be shared with stakeholders during a second round of outreach and public meeting. The sharing of this information, likely through posters and a presentation, will allow for the public to provide feedback on direction of the Plan, and assist in prioritizing the recommendations. This engagement will not only inform the project team and improve the recommendations, but garner stakeholder and public support towards implementation.

TEI's use of high quality visuals and easy-to-understand graphics help build community excitement for the plan, projects, and implementation as highlighted on page 35.

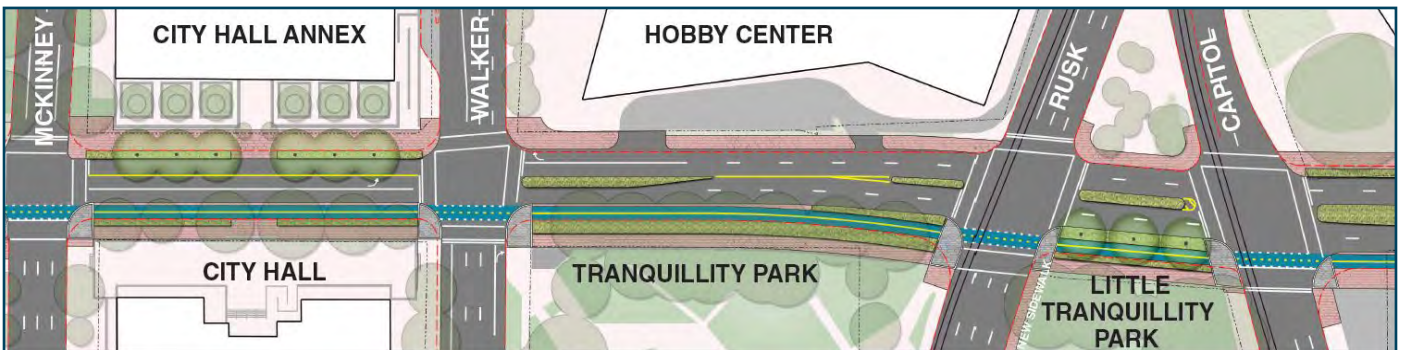


Above: Corridor priorities by mode for Downtown Houston



Left: Proposed cross section for Bagby Street multimodal corridor design used in community and stakeholder outreach to develop consensus and support

Below: Associated Bagby Street pre-schematic corridor design and visualization



Task 4.1 Project Prioritization

Clear understanding of how projects will build off of each other and support the goals of Nederland will provide a foundation for project prioritization. Key components of this task include development of cost estimates and project phasing. Planning level cost estimates and phasing will be prepared for preferred solutions with an understanding of available or potential project funding. Where budget and funding constraints exist, the designs can also incorporate opportunities for future improvements of amenities, landscaping or other design elements.

Task 4.2 Implementation Strategies

Implementation strategies will complement the project prioritization and include strategies that can help build support for future projects. Pilot projects, for example, can be employed strategically to demonstrate concepts and benefits of recommendations on a smaller scale with less funding commitment. This can set the stage for leveraging additional project partners in the future by showing a local commitment and providing key information for funding applications.

Policies and programs are typically lower-cost components that can significantly impact the use and overall benefit of infrastructure projects. Inclusion of these elements provides a holistic framework for developing solutions that will help achieve the goals of the Plan.

Potential implementation partners and funding sources will be identified for each project as they are key components to implementation and funding. Projects will also be developed with key information to be competitive for future regional and federal grant funding.

TEI has a successful track record of developing projects that have successfully been awarded a variety of regional and federal grants, as well as development of many successful grant applications for planning funds and design and construction of multimodal transportation projects. We believe that developing projects in a manner that easily allows for leveraging of other funding and existing assets is important for local governments to be able to provide high quality mobility options for their residents, employees, and visitors.



Recommendations and implementation framework for the Washington Avenue Livable Centers Study

#	RECOMMENDATION	PROJECT GOALS / LIVABILITY PRINCIPLES	SUBJECT AREA	TYPE	SCALE	TIME FRAME	IMPLEMENTERS
03	HIGH FREQUENCY TRANSIT Create high-quality, high-frequency, easy to understand transit options that make using transit for work, shopping, or recreation trips an appealing alternative to driving	1 2 3 4 5 1 2 3 4 5 6				Medium /Long	METRO, CoH PWE, TxDOT
04	BICYCLE FACILITIES Create on and off street bicycle connections that allow bicyclists to cross barriers, connect to desirable destinations and that facilitates the desirability of cycling as everyday transportation	1 2 3 4 5 1 2 3 4 5 6				Short/ Medium	CoH PWE, CoH PD, Houston B-Cycle
05	COMPREHENSIVE PARKING Put into place parking requirements and management strategies that incrementally reduce the amount of surface parking in the community to improve aesthetic value and encourage non-automotive trips	1 2 3 4 5 1 2 3 4 5 6		 		Medium /Long	CoH PD, CoH Parking Dep, Future Mngt. District

Task 5.1 Final Plan Development & Presentation

Our team will integrate the findings from each of the previous phases into a comprehensive Plan for the DDA. In addition to documenting the findings from other project tasks, the plan will be developed to serve an implementation blueprint to guide and inform development and transportation investment decisions.

Key components of the completed Plan include:

- An Executive Summary providing an overview of the project and recommendations in a concise tool for interested people to quickly learn about the project;
- Goals and Opportunities defined through the public involvement and needs assessment;
- Summary of Methodology and Findings from project tasks;
- Community Involvement;
- Existing Conditions and Opportunities;
- Goals, Problem Statements and Opportunities;
- A prioritized Project List that addresses the project goals. Projects can include infrastructure projects but also planning and policy recommendations and best practices that will support the DDA's desired outcomes. Each project will be defined to support future funding opportunities including benefits, cost estimates, implementing agencies, potential partnerships, and funding sources; and

- An Implementation Plan that includes a project prioritization approach, funding opportunities and strategies and a strategic partnering strategy to coordinate across regional transportation agencies to maximize ongoing regional benefits from planning and investments.

The final report will summarize all of the projects, programs, and policies in a concise manner with clear maps, graphics, and charts. It will be meant to be digestible for all readers, ranging from transportation and parking professionals to public officials and members of the public. Each major concept will have supporting graphics and information that is intended to attract grants and other funding.

TEI will present the final recommendations and implementation strategies to the NDDA Board by late November 2019 to support project approval.

This approach outlines a proven method to help clients build consensus on their transportation goals, develop a set of well-defined projects a set of well-defined project recommendations and define a blueprint to move forward implementation. We have tailored a similar approach to help many clients achieve their transportation, parking, and mobility goals achieve their transportation and mobility goals and would welcome the opportunity to work with the DDA and Town of Nederland to develop a successful plans for improved mobility options and safe community access.

Existing conditions on McKinney Street in Downtown Houston and corridor recommendations to increase walkability and transit access



Fee Proposal

We pride ourselves on performing exemplary work for our clients, while delivering results on time and on budget. This fee estimate was developed in careful consideration of the proposed tasks and deliverables. If selected, we will negotiate the final scope and fee in partnership with city staff to meet budget requirements.

Fee Proposal

SCOPE	DESCRIPTION	FEE
Phase 1.0	Project Management & Coordination	
Task 1.1	Project Scope & Schedule	\$ 2,800
Task 1.2	Outreach & Coordination Plan	\$ 700
Phase 2.0	Existing Conditions Analysis	
Task 2.1	Plan Review & Data Analysis	\$ 10,500
Task 2.2	Community Input & Stakeholder Coordination	\$ 7,000
Phase 3.0	Recommendations Development	
Task 3.1	Goals & Problem Definition	\$ 3,500
Task 3.2	Opportunities & Draft Solutions	\$ 17,500
Task 3.3	Community Input, Stakeholder & Developer Coordination	\$ 7,000
Phase 4.0	Prioritization & Implementation	
Task 4.1	Project Prioritization	\$ 4,200
Task 4.2	Implementation Strategies	\$ 6,300
Phase 5.0	Final Plan Development	
Task 5.1	Final Plan Development & Presentation	\$ 10,500
	Total	\$ 70,000

Cost Controls

TEI also has a strong history of providing accurate and dependable project cost estimates, that fit within the capacity and constraints of the project budget. We have demonstrated the ability to find cost-saving and cost-effective solutions — such as involving stakeholders and the community to efficiently develop project support, reducing future operating/maintenance costs, or identifying alternative funding sources — to enable our clients to implement desired projects.



THANK YOU



THANK YOU



AGENDA INFORMATION MEMORANDUM DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: December 12, 2018

Prepared By: Josiah Masingale, Executive Director

Consent Information Action Discussion

AGENDA ITEM: 2019 District Beautification RFP Release

SUMMARY:

In 2017 the Town and DDA passed a DDA Master Plan, and beautification activities are indicated in the plan under Downtown Beautification and Maintenance. In 2017 the DDA referred to the voters of their district a question to authorize debt in support of projects and programs in the downtown district. The DDA Board approved the question at their July 27, 2017 meeting, and the Debt Authorization was passed on November 6, 2017. Downtown Beautification and Maintenance is in line with the DDA's Plan of Development, a document that governs all expenditures within the district and further described in its Master Plan, as well as identified priorities of the DDA and the Board of Trustees, furthering the Master Infrastructure Plan, Comprehensive Plan and other elements of Vision Nederland 2020. The attached DRAFT RFP represents a request for proposals for baseline beautification services in 2019.

The RFP would be released immediately with a submission deadline of January 31, 2019. Work will be expected to commence by March 1, 2019 and end by December 31, 2019.

Proposals will be evaluated using the following criteria, without limitation, in determining the recommendation of the firm for the Nederland Downtown Development Authority Board of Directors to submit a recommendation of an award of the project to the Nederland Town Board of Trustees for final approval.:

- Completeness and responsiveness to the requirements of the RFP
- Demonstrated qualifications, professional experience and competency in the analysis associated with the scope of work
- Proposed fee to the DDA and the viability of the firm or business to complete the scope of services in a timely fashion.

The Nederland Downtown Development Authority Board Directors will review the RFPs and may short-list up to three firms.

RECOMMENDATIONS:

Board Approval of public release of the RFP or provide other guidance.

Or, provide other guidance to staff on next steps.

FINANCIAL CONSIDERATIONS:

It is anticipated that TIF funds will be used to fund some or all of the 2019 District Beautification. The DDA has earmarked \$10,000.00 in it's 2019 TIF budget with final budget contingent on chosen firm/proposal and Town Board of Trustees approval.

ATTACHMENTS:

- 1) DRAFT NDDA 2019 District Beautification RFP

**Nederland Downtown
Development Authority
Nederland, Colorado**



**REQUEST FOR PROPOSAL:
2019 District Beautification**

***RFP DEADLINE:
Thursday January 31, 2019
5:00 PM MST***

Beautification of a populated area that is set in an outstanding natural setting should focus on preserving and promoting the distinguishing features of the mountain landscape. The 2015 Economic Survey shows that the community stakeholders prefer beautification that is non-generic, and embodies Nederland's unique character. The NDDA advocates decorative elements that enhance the functionality and the user experience of downtown, through well-maintained public spaces and pedestrian amenities, including benches, lighting fixtures, coordinated signage and strategically placed waste and recycling receptacles.
(NDDA 2017 Master Plan)

The Nederland Downtown Development Authority (the DDA) is soliciting professional landscaping firms or businesses to provide beautification and landscaping services to the Nederland Downtown Development Authority District in the 2019 calendar year (2019 District Beautification).

BACKGROUND

Nederland is in southwestern Boulder County, occupying the Middle Boulder Creek Basin at an approximate elevation of 8,200 feet, and is known as a gateway to outdoor recreation in the nearby Indian Peaks Wilderness, Rocky Mountain National Park, Roosevelt National Forest, and the James Peak Wilderness, as well as being known for major events such as the annual Frozen Dead Guy Days. Nederland is located 17 miles west of Boulder, 41 miles south of Estes Park, and 47 miles northwest of Denver at the Junction of State Highway 119 and State Highway 72 on the Peak to Peak Scenic Byway.

In 2016-2017 the DDA went through a process that culminated in the 2017 Master Plan ([NDDA 2017 Master Plan](#)) and identified several major strategies for each “neighborhood” of the district, along with general strategies that may be addressed by the DDA in the future. This process included several public engagement events as well as feedback from DDA constituents and stakeholders. The 2017 Master Plan should be used as a foundation for beautification activities.

SCOPE OF WORK

The 2019 District Beautification project should include quotes for baseline services, materials, and supplies for outlined bedding/garden areas and containers that provide a unified beautification theme throughout the District, and may include proposed additional activities that the DDA may consider in 2019 and/or future beautification projects as separate quotes.

Work will be expected to commence by March 1, 2019 and end by December 31, 2019.

The 2019 District Beautification Baseline services should include:

- Purchase and Delivery of seventy-five (75) 12” Hanging Flower Baskets with assorted

annuals for hanging at District businesses.

- Planting and maintenance of twenty-one (21) containers (five large round planters on 119, one small round planter on 119 near Nature's Own rock shop, one large round planter in center of traffic circle, two round planters at the Visitors Center, ten box planters on the Pedestrian Bridge, and two planters in front of Peak to Peak Spirits) with assorted annuals.
- Planting and maintenance of four (4) gardens ('Welcome' bed on 119, the Town Hall beds, the Chipeta Park Entrance bed, and the Jefferson Street corner bed) with assorted perennials and annuals.
- Maintenance of the traffic circle area and watering of shrubs.
- Labor and Skilled Maintenance for implementation and maintenance through 2019, including regular necessary watering of all containers and gardens.
- Planters Watering Kit Maintenance (standard year-to-year maintenance for watering kits) for 50 wicks.

It's important to note that these baseline services represent the minimum quotes and activities requested under this RFP. The final 2019 District Beautification proposal completed by the landscaping firm or business should include these items at a minimum, but additional recommendations with separate quotes are welcomed.

SUBMISSION REQUIREMENTS

The selected landscaping firm or business will have demonstrated extensive background in mountain climate and terrain gardening. The selected firm or business should also have significant knowledge and experience of sustainable approaches that align with Vision Nederland 2020 practices. Experience and a good relationship with the Town of Nederland and/or the Nederland Downtown Development Authority is desired but not necessary.

You should respond to the RFP by including the following elements:

- **Project Vision and Approach:** Taking into account the vision of the DDA district, the Town of Nederland, and this project as scoped here, provide your definition and vision for the 2019 District Beautification. Please include:
 - An overview of the project approach
 - Detailed task list/scope of work
 - Project schedule and timeline
 - Anticipated staff hours for each part of the project
- **Qualifications and Experience:** Qualifications should demonstrate experience providing beautification services in similar settings and/or clients.
- **Budget:** A proposed budget for completion of work tied to the specific tasks and/or deliverables identified within this RFP.

All materials developed under this RFP shall become the property of the Nederland Downtown Development Authority. The Nederland Downtown Development Authority shall not be liable for costs incurred in the preparation of a response to this RFP.

PRE-SUBMISSION QUESTIONS

Interested respondents may submit questions about the proposal to Josiah@NederlandDowntown.org by Monday, December 31, 2018 at 5 PM MST. Questions and responses to those questions will be compiled and emailed out to interested parties by Wednesday, January 2, 2019.

SUBMISSION INFORMATION

All proposals, fully completed, must be submitted by Thursday, January 31, 2019 at 5 PM. Responders should email a PDF to:

Josiah Masingale, Executive Director, Nederland Downtown Development Authority
Josiah@NederlandDowntown.org

A copy of this RFP may also be obtained from our website: www.NederlandDowntown.org

EVALUATION

Proposals will be evaluated using the following criteria, without limitation, in determining the recommendation of the firm for the Nederland Downtown Development Authority Board of Directors to submit a recommendation of an award of the project to the Nederland Town Board of Trustees for final approval.

- Completeness and responsiveness to the requirements of the RFP
- Demonstrated qualifications, professional experience and competency in the analysis associated with the scope of work
- Proposed fee to the DDA and the viability of the firm or business to complete the scope of services in a timely fashion.

The Nederland Downtown Development Authority Board Directors will review the RFPs and may short-list up to three firms.



AGENDA INFORMATION MEMORANDUM DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: December 12, 2018

Prepared By: Susan Schneider, Board Chair

Consent Information Action Discussion

AGENDA ITEM: NDDA Staff/Board Attendance at DCI 2019 Conference

SUMMARY:

Downtown Colorado, Inc (DCI) hosts an annual conference, IN THE GAME, which is a three-day interactive educational experience for rural downtown champions. The conference focuses on harnessing national, state, and local resources to expand the way our downtown champions think about attracting tourists, engaging locals, and provide real problem-solving opportunities to help overcome challenges. April 9-12, 2019 in Aspen. More information at <http://www.downtowncoloradoinc.org/2019-Conference>

RECOMMENDATIONS:

Board discussion on possible attendance at this conference.

FINANCIAL CONSIDERATIONS:

It is anticipated that Mill Levy funds and/or TIF funds will be used to fund some or all anticipated attendance costs. The DDA has not earmarked any funds in it's 2019 budget for this activity, and any final budget would be contingent on Town Board of Trustees approval.

ATTACHMENTS: N/A



AGENDA INFORMATION MEMORANDUM DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: December 12, 2018

Prepared By: Josiah Masingale, Executive Director

Consent Information Action Discussion

AGENDA ITEM: 2019 Fireworks Show

SUMMARY:

The Nederland 4th of July Fireworks Show has not been held in two summers, and no show is being planned for July 4, 2019. The DDA, if interested, may be able to step into a planning and coordination role.

RECOMMENDATIONS:

Board discussion on possible participation in 4th of July Fireworks Show planning and coordination.

FINANCIAL CONSIDERATIONS:

It is anticipated that Mill Levy funds and/or TIF funds will be used to fund some or all anticipated attendance costs of any such activity. The DDA has not earmarked any funds in its 2019 budget for this activity, and any final budget would be contingent on Town Board of Trustees approval.

ATTACHMENTS: N/A



AGENDA INFORMATION MEMORANDUM DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Date: December 12, 2018

Prepared By: Claudia Schaufler/Board Member

Consent Information Action Discussion

AGENDA ITEM: Caribou Village Signage

SUMMARY:

Attached is a two slide presentation of pictures of possible Caribou Village signage. I am waiting for a rough estimate to do one of these in wood, materials and labor only. I just thought I would get a rough idea. I want to make sure everyone is interested in even researching more before I proceed.

RECOMMENDATIONS:

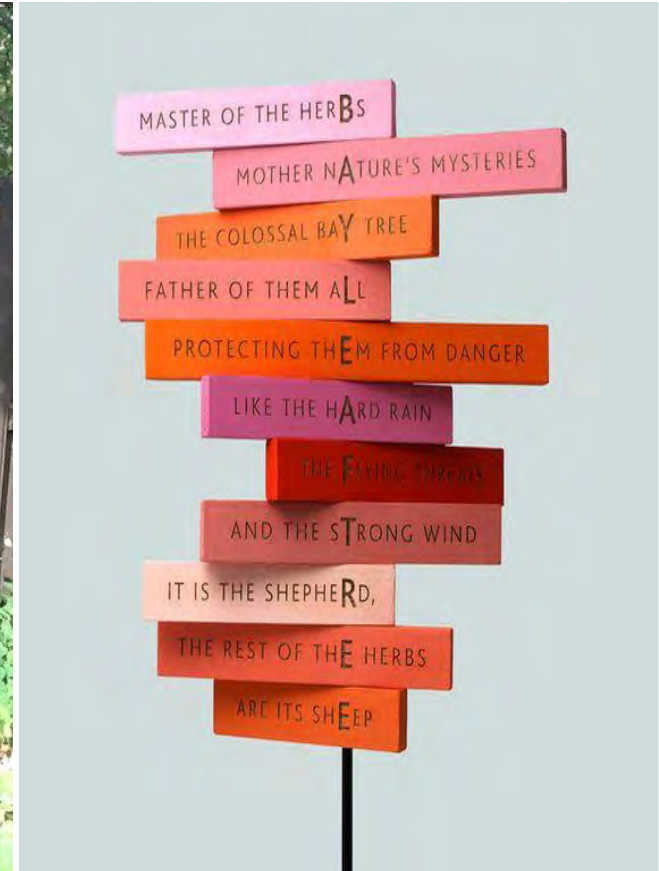
Board discussion.

FINANCIAL CONSIDERATIONS:

It is anticipated that Mill Levy funds and/or TIF funds will be used to fund some or all anticipated attendance costs of any such activity. The DDA has not earmarked any funds in it's 2019 budget for this activity, and any final budget would be contingent on Town Board of Trustees approval.

ATTACHMENTS: N/A

Caribou Village Signage





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