

**BOARD OF ALDERMEN**

**ITEM NO. C(2)**

**AGENDA ITEM ABSTRACT**  
**MEETING DATE: November 20, 2007**

**TITLE: Award of Contract for Carrboro's Comprehensive Bicycle Plan**

<b>DEPARTMENT: PLANNING</b>	<b>PUBLIC HEARING: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></b>
<b>ATTACHMENTS:</b> <b>A. Resolution</b>	<b>FOR INFORMATION CONTACT:</b> Adena Messinger, 918-7329

**PURPOSE**

The Town of Carrboro has been awarded a grant from NCDOT to develop a comprehensive bicycle plan. Staff recommends that the Board of Aldermen authorize the Town Manager to execute a contract with Greenways, Inc. to develop the comprehensive bicycle plan.

**INFORMATION**

On May 4, 2007 the Town of Carrboro was notified that it was awarded a 2007 NCDOT Comprehensive Bicycle Planning Grant. On June 19, 2007 the Board of Alderman authorized the execution of a municipal agreement with NCDOT for the grant funds, thus enabling Town staff to begin the search for a consultant to develop the plan. In addition, on September 18, 2007 the Board of Aldermen established the bicycle plan steering committee, which will work with staff and the consultant throughout the planning process.

A Request for Proposals was issued on September 4, 2007 and on October 11, 2007 the steering committee met for the first time to review the consultant proposals. Following interviews of the top 3 candidates on October 17, staff and the steering committee made a selection of Greenways, Inc. as the recommended consultant for the award of the contract. Once awarded, town staff will work with Greenways, Inc. to finalize the scope of services and prepare a contract for execution by the Town Manager. The comprehensive bicycle planning process is expected to conclude around November of 2008.

**FISCAL IMPACT**

The estimated cost of the bicycle plan is \$65,000. The grant award is for 70 percent of actual project costs, not to exceed \$45,500. On June 20, 2006 the Board reserved \$19,500 in fund balance to provide the 30 percent match for the bicycle planning grant.

**RECOMMENDATION**

Staff recommends that the Board adopt the attached resolution authorizing the Town Manager to execute a contract with Greenways, Inc. for the purpose of developing a comprehensive bicycle plan for which the Town has been awarded a NCDOT grant.