



URBAN ENGINEERS, INC.

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FOUNDED 1960

530 Walnut Street, 14th Floor
Philadelphia, PA 19106-3685
(215) 922-8080 Fax (215) 922-8082
www.urbanengineers.com

May 10, 2007

Kennett Township Planning Commission
Kennett Township
801 Burrows Run Road
Chadds Ford, PA 19137

Attention: Mr. John Haedrich
Vice Chairman

Re: Kennett Pike Bikeway Planning Project

Urban Engineers, Inc. (Urban) is pleased to submit this proposal to provide the described planning and engineering services required to assist Kennett Township in developing the Kennett Pike Bikeway.

PROJECT DESCRIPTION

The purpose of this project is to develop concepts for a bikeway along Kennett Pike (PA 52) in Kennett Township, Pennsylvania.

The project study area is defined by three sections:

1. Route 52 from Kennett Township/Pennsbury Township line north to Route 1
2. The connection along Route 1 to Longwood Gardens
3. The future Route 52 (relocated) from Route 1 north to Route 926

These three sections will be considered for planning purposes, but not construction responsibility as part of this project. Urban will provide concept development, preliminary engineering and environmental coordination services.

The scope of work consists of five tasks and will be accomplished in approximately six months from Notice to Proceed. Thomas Comitta Associates, Inc. (TCA) will assist the project team with the public involvement tasks and with aesthetics and design considerations for the study.



SCOPE OF SERVICE

Task 1: Coordination/Project Management

1.1 Meetings: Project coordination meetings and workshops will be held at key milestones during the project. A Project Working Group, consisting of representatives from Kennett Township, PENNDOT, Urban, Gilmore, and TCA will meet regularly as the project proceeds. A representative from Department of Conservation and Natural Resources (DCNR) will be invited to attend and observe all meetings. Kennett Township shall designate a project lead individual. Meeting notifications will be provided via email by Urban. The following five meetings are anticipated:

1. Kick-off meeting to review scope, schedule, and discuss the overall objectives and ideas. Following the meeting, a field view of the study area will also be conducted.
2. Progress meeting 1 with the Working Group to review findings of Task 2.
3. Progress meeting 2 with the Working Group to review concepts of Task 3.
4. Progress meeting 3 with the Working Group to review revised concepts of Task 3.
5. Presentation of recommended concepts to Kennett Township Board of Supervisors.

Urban's Project Manager will work closely with and have direct access to Kennett Township's designated lead individual.

1.2 Inventory of Key Contextual Considerations and Best Practices: TCA will organize photographs of the study area, example bikeways and historic byways from other areas, for presentation and discussion at the kick off meeting and subsequent public meetings. TCA will provide digital photos of the study area, both at ground level and aerial. Areas of focus will include: general look and feel of the roadway; unique and historical structures; unique landscaping and specimen trees; visual vistas and future vista opportunities; rock outcroppings; steep bank areas; and signage. In addition, areas deficient in proper landscaping will be noted. TCA will provide guidance on the topics of design standards, bikeway widths and surfaces, and best practice examples of bikeways and historic byways from other places.

Products:

- Urban will revise and finalize the Scope based on discussion at the pre-project planning meeting.
- Urban will prepare meeting minutes within five business days of Working Group Meetings. Draft minutes will be circulated to the Working Group for comment within ten business days.
- TCA will prepare the Context Inventory, and Best Practices information from other places.



Task 2: Establish Base Condition and Develop Base Mapping

Urban will define the base condition and develop base mapping for the project using available information. The results will be used in the tasks to follow. In this task, three main activities are envisioned:

- 2.1 Gather and review existing data and information:** Urban will obtain and review existing base information from sources including PENNDOT District 6-0 (Congestion Management Systems data); as-built and Right-of-Way Plans; traffic volume; and vehicular, bicycle and pedestrian crash data. Crash data will be reviewed to determine problem locations, if any. Urban will analyze crash cluster areas and investigate contributing factors.
- 2.2 Develop base mapping:** Gilmore & Associates will prepare a full survey. Urban will coordinate with them so that concept work can more readily be translated into design, expediting the Kennett Township's ability to realize the project in the most timely manner possible.
- 2.3 Conduct field view-engineering:** Urban will conduct a separate field view following the project kick-off, and prepare a photo log of existing conditions and issues which relate to engineering and safety. The photo log will be linked to the base map. Urban's areas of focus will be views of all roadway sections; intersections with public roads; driveways; streets/lanes to multiple residences; drainage swales; culverts; and ditches.

Products:

Urban will prepare:

- Base mapping for study and will coordinate electronic requirements so that, upon project completion, Urban can furnish Kennett Township with a CD of project files for future use.
- Photo log of key locations and issues from field view.
- Digital Photos of study area from ground and air for PowerPoint presentation.

Task 3: Develop Draft Bikeway Concepts

Based on review of the roadway and accident data, aerials, the full survey, the field view, environmental analysis (see Task 4.), and available GIS layers, Urban will develop bikeway concepts for the three study areas. The following special areas of concern are noted and will be addressed in the concepts:

- 3.1 Route 1 Termination options:** Urban will examine options where the Route 52 (heading north) meets Route 1 at Hamorton.



- 3.2 **Longwood Garden options:** Urban will coordinate efforts with the Route 52 project currently under PENNDOT design. We anticipate two coordination meetings with PENNDOT, and two coordination meetings with Longwood Gardens. We will examine options for the bikeway to continue from Route 52 to Longwood Gardens.
- 3.3 **Route 52 (Relocated) options:** Urban will apply general concepts of implementation for the section of Route 52 south of Route 1 to the now being designed section of Route 52 north of Route 1 to Route 926. We will maintain a close liaison with the PENNDOT Design Team and Longwood Gardens.
- 3.4 **Hillendale Road intersection option:** Urban understands that the Hillendale Road intersection with Route 52 may be improved in the future. We anticipate two meetings to discuss this project with PENNDOT and the Township so that we can incorporate information into concepts advocated for the bikeway to the extent possible.
- 3.5 **Drainage and Right-of-Way issues:** Urban understands that drainage is a concern and must be accommodated within the existing Right-of-Way. These two factors are critical issues for concept development. We will develop concepts to address existing problems identified through the Working Group, field view and review of Management Systems information.
- 3.6 **Design Standards and Best Practices:** TCA will consult on the topics of design standards, bikeway widths and surfaces, and best practice examples of bikeways and historic byways from other areas. The proposed solutions will consider that the implementation within this project will present a model for future bikeway improvements south along the Kennett Pike to Wilmington, Delaware. This includes sections in Pennsbury Township and New Castle County, a National Scenic Byway.

Urban will meet with the Working Group to review proposed concepts and determine a selected alternative or the needed revisions to arrive at a preferred alternative at a subsequent meeting. For concept review, Urban will prepare a summary of each alternative (including order of magnitude cost estimates) with issues noted for discussion at the meeting. For the selected alternative, an Action Plan of next steps will be prepared.

TCA will provide materials relevant to design standards and aesthetic considerations for the study. TCA will survey other implementations and concepts to present to the Working Group for consideration.

Products:

Urban will prepare:

- Draft Concepts



- Preliminary Engineering Plans for section 1
- Preliminary Cost Estimates
- Action Plan

TCA will assist the project team with the review and refinement of the Urban work products. TCA will also produce images for design standards and best practices, including bikeway and pedestrian paths, and historical context aspects of the Kennett Pike.

Task 4: Environmental Analysis and Documentation

It is anticipated that the proposed action will require either a Level 1a or 1b Categorical Exclusion (CE) to comply with the National Environment Policy Act (NEPA). The level of CE will be confirmed during the Scoping Task. For the purposes of this Scope of Work, it is assumed that the proposed action will require a Level 1b CE. This assumption is based on the following:

- Studies will indicate that there are no known archaeological sites within the project Area of Potential Effect (APE);
- Studies will indicate that there are no properties greater than 50 years old or there are no known eligible or listed historic properties within the project APE;
- Drainage improvements will be limited to construction of features addressing the existing roadway; and
- Construction of bicycle lanes will be constructed such that no more than 10 feet outside of existing disturbed areas will be required.

Preparation of the Environmental Documentation will entail three (3) subtasks: 4.1 Scoping, 4.2 Categorical Exclusion Evaluation (CEE) Preparation, and 4.3 Processing for Concurrence and Approval, as summarized below.

4.1 Scoping

- Coordinate and hold Scoping Field View
- Prepare Scoping Field View Documentation

4.2 CEE Preparation

- Complete the CEE - For Level 1b CE Actions, use the CE/EA Expert System, Parts A, B, & C. Attach appropriate supporting technical data and correspondence.
- Prepare analyses and documentation for Involved Resources - Assumes that there will be two stand-alone environmental support documents; a wetland delineation and cultural resource assessment.
- Determine Avoidance, Minimization, and Mitigation Strategies (if warranted).



4.3 Processing for Concurrence and Approval

- Submit for review, Concurrence and Approval
- Revise CEE Based Upon Review Comments

Products:

- Scoping Field View Documentation
- Categorical Exclusion Evaluation (CEE)
- Wetlands Delineation

Cultural Resource Documentation per PENNDOT's Programmatic Agreement for Minor Transportation Projects.

Task 5: Final Report

Urban will develop a final report for the Board of Supervisors of Kennett Township. This report will provide complete documentation of the concepts and decisions made during the study. It will contain sufficient detail to permit development of detailed designs and estimates to complete the construction indicated by this study.

SCHEDULE

Urban will conduct this study in six months from the date of Notice to Proceed, as per the attached Work Schedule.

TCA will assist the project team as needed, and will conform to the overall schedule as devised at the project kick-off meeting.

FEE

Urban proposes to provide the specified planning and engineering services and design services required for the Lump Sum Fee of \$55,878 plus direct expenses not to exceed \$750. A Break-out of hours is provided on the attached table of tasks. Our fee does not include the costs for TCA and Gilmore & Associates, which will be billed directly to the Township. Urban will begin work upon receiving your signed authorization to proceed. Please sign and fax the enclosed authorization from to 215-922-8082. This will allow us to proceed with the Scope of Work described above.



Urban appreciates the opportunity to continue providing planning and engineering services to Kennett Township. If you have any questions regarding information in this proposal, please contact me at 215-922-8080, extension 1466.

Very truly yours,

URBAN ENGINEERS, INC.

James Bilella, PE, LC
Practice Leader
Streetscape Design

Enclosures