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CALAVERAS COUNCIL
of GOVERNMENTS

MEMORANDUM

TO: Council Members

FROM: Interim Executive Director

DATE: October 3, 2006

SUBJECT: **Bicycle and Pedestrian Plan – Contract approval**

RECOMMENDATION

It is recommended that Council authorize staff to enter into a contract with Alta Planning + Design to prepare the Calaveras County Bicycle and Pedestrian Plan. The contract amount is not to exceed \$60,000.

BACKGROUND

Eight firms and a project advertising firm were sent the Request for Proposals (RFP) to prepare the Bicycle and Pedestrian Plan. There was one proposal received from the firm Alta Planning + Design. The proposal received was reviewed by the Technical Advisory Committee and is recommended to be hired.

DISCUSSION

During a phone interview with Alta Project Manager Brett Hondorp, the following items were discussed:

- The Bicycle and Pedestrian Plans can be 2 separate documents
- Public input can include posting an on-line questionnaire on CCOG and/or County and City websites
- Mt. Bike trails can be included in the Bicycle Plan
- The visual graphics can be in GIS format
- A matrix can be developed identifying the priority of projects to specific potential funding sources
- The final plan and graphics can be posted on the County website

The following tasks are proposed:

- Task 1: Finalize Organization and Scoping - October
- Task 2: Collect Existing Data – October/November
- Task 3: Prepare Draft Plan – December/January
- Task 4: Prioritize Projects and Implementation – February/March
- Task 5: Prepare Bicycle and Pedestrian Master Plans – February/March
- Task 6: Present Draft and Final Plans – April

The kick-off meeting is scheduled for October 25th with the steering committee.