

Memo

To: Village Board

Fr: Trevor Fuller, Planning and Zoning Administrator

Re: ACTION RE: CONTINUING SERVICES AGREEMENT WITH GRAEF FOR CREATING A CONCEPT DESIGN FOR THE REDEVELOPMENT OF THE WEBSTER AVENUE AND ST. JOSEPH STREET INTERSECTION

Date: 15 July 2016

The Village Board adopted the Riverside Drive and Webster Avenue Corridor Study as part of our Comprehensive Plan in the fall of 2015. In this planning study, it calls for the redesign of the Webster Avenue and St. Joseph Street intersection and the development of an "Arboretum Trail" along the north side of St. Joseph Street. These infrastructure improvements are meant to facilitate the desired development for that area of the village by showing a "buy-in" from the municipality in the development plans and by creating "curb appeal" for a stretch of corridor in need of redevelopment.

The next step in this process is to come up with a concept design of the roadway, streetscapes, and other improvements in order to begin the engineering process and develop project costs. GRAEF has provided the Village with an estimate of \$16,513 for the development of a concept design for Webster Avenue between Miramar Drive and Beaupre Street (see attached).

The timing of this concept design is important, as a portion of St. Joseph Street is scheduled to be reconstructed in the next few years, and with the delay in the STH57/Riverside Drive reconstruction project, the portion of Webster Avenue highlighted in the attached services agreement could also become a near future project.

This project area does lie within TID#1 and the project can be classified as a TIF eligible expense. Staff recommends using TIF funds for the completion of this phase of the project.

The Village Board is asked to approve staff to enter into a continuing services agreement with GRAEF for creating a concept design for Webster Avenue between Miramar Drive and Beaupre Street.



collaborate / formulate / innovate

WORK ORDER: 002

DATE: 7/14/2016

CLIENT: Brad Lange, Village Administrator
 Village of Allouez
 1900 Libal Street
 Green Bay, WI 54301

PROJECT NAME: Webster Avenue Streetscape Conceptual Design

PROJECT NUMBER: 2015-1017.00

PROJECT DESCRIPTION:

Professional services to provide conceptual designs and plan renderings for Webster Avenue (from Beaupre Street to Miramar Drive), estimated to begin in 2018/2019. The Village of Allouez is looking to develop a pedestrian-friendly "Village Center" commercial district with public space(s) along Webster Avenue. GRAEF will prepare one (1) preliminary concept plan and a final plan rendering to identify streetscape improvements and public space(s) along Webster Avenue, from Beaupre Street to Miramar Drive, to strengthen the identity of the Allouez "Village Center."

Cost estimates, 3D renderings, construction documents and/or construction administration are not included in this work order, and if requested by the Village, can be provided as a separate work order under the Ongoing Services Agreement.



This work order is subject to Graef-USA Inc.'s Ongoing Services Agreement dated 6/15/2015. Please indicate your acceptance of this work order below.

TASK	SCHEDULE	COST
1. Coordinate with Client, prepare for, and attend one (1) project kickoff meeting to obtain background information, provide base maps, clarify project requirements, define project schedule and critical items, and identify deliverables. (Meeting #1)	9/1/2016	\$2,322
2. Attend one (1) site visit to review, document and become familiar with existing conditions of Webster Avenue. (before/after Meeting #1)	9/1/2016	\$744
3. Based on site visit and plan review, identify issues and opportunities for consideration during the conceptual design development for the corridor streetscape (Webster Avenue).	10/1/2016	\$1,541
4. Prepare for and attend one (1) Client/team design workshop to brainstorm concepts and obtain comments. (Meeting #2)	11/1/2016	\$2,322
5. Prepare one (1) preliminary concept alternative plan for review and comment by Client.	1/15/2016	\$5,861
6. Prepare one (1) final rendering of the Webster Avenue Streetscape Master Plan be used by the Village for planning and cost estimating.	3/1/2017	\$3,693
		\$16,513
		+ reimbursable expenses