



# Town of Vienna

Charles A. Robinson Jr.  
Town Hall  
127 Center Street South  
Vienna VA, 22180

## Master

File Number: 18-1106

File ID: 18-1106	Type: Action Item	Status: Agenda Ready
Version: 1	Reference:	Meeting Type: Town Council Meeting
		File Created: 11/27/2018
File Name:		Final Action:
Title: Request funding approval for Maple Avenue Corridor Multimodal Transportation and Land Use Study		

### Internal Notes:

Sponsors:	Enactment Date:
Attachments: Maple Avenue Corridor Transportation and Land Use Study - Statement of Work_11-26_2018, Maple Avenue Corridor Transportation and Land Use Study - Kimley-Horn Scope_11-26_2018, Appendix A - Study Area, KIMLEY HORN 2018, KIMLEY HORN RENEWAL 2019, Kimley Horn PO 2018, KIMLEY -HORN PO 20190140-00, Kimley Horn	ORD/RES Number:
Contact:	Hearing Date:
Drafter: cindy.petkac@viennava.gov	Effective Date:

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Town Council Meeting	01/07/2019	approved				Pass
Notes: It was moved to approve the proposed expenditure of funds in the amount of \$79,994.06 with Kimley-Horn to conduct a Maple Avenue Corridor Multimodal Transportation and Land Use Study.							

### Text of Legislative File 18-1106

**Subject:**

..Title

Request funding approval for Maple Avenue Corridor Multimodal Transportation and Land Use Study

..Body

**EXPLANATION AND SUMMARY:**

The Town's Comprehensive Plan 2015 Update identifies traffic congestion in the commercial areas, in particular Maple Avenue, as one of the Town's most complex transportation challenges. The Comprehensive Plan (in Chapter 9: Implementation) specifically calls for a special study of the Maple Avenue Commercial Corridor.

The Town currently has a contract with Kimley-Horn to provide transportation services and analysis (Fairfax County Contract 4400003237, RFP2000000131. As such, the Town has requested that Kimley-Horn prepare a scope of work to conduct a study of transportation and land use along the Maple Avenue Corridor as well as take into consideration potential development under the Maple Avenue Commercial (MAC) Zone district. Town Council discussed parameters of this study at a work session on November 5, 2018.

The scope of work for the study will include community engagement and look at existing conditions along Maple Avenue, including vehicular, pedestrian, bicycle, and transit conditions. The consultant also will look at future conditions based on future land uses and potential development under the MAC Zone district and will make recommendations on improvements to the transportation network. This study will build off the Town's recent signal timing and synchronization plan.

Funding for the study will be provided through the vacant/not-yet-filled Transportation Engineer position along with unused/unallocated consultant funds from both public works and planning and zoning department budgets.

**Departmental Recommendation:** Recommend approval.

**Finance Recommendation:** Recommend approval.

**Purchasing Recommendation:** Recommend approval.

**Town Attorney Recommendation:** The Town may ride the Fairfax County contract for the proposed professional services or solicit bids in the discretion of Town Council.

**Town Manager's Recommendation:** I recommend the Town Council approve the proposed expenditures of funds with the Kimley-Horn to conduct a Maple Avenue Corridor Multimodal Transportation and Land Use Study, as presented.

Cost and Financing: \$79,994.06

Account Number: \$35,994.06 100-104-1041-14110-43101

\$44,000.00 300-000-0000-39440-43308

Decision Needed by This date: December 10, 2018

**PROPOSED/SUGGESTED MOTION**

..Recommended Action

"I move to approve the proposed expenditure of funds in the amount of \$79,994.06 with Kimley-Horn to conduct a Maple Avenue Corridor Multimodal Transportation and Land Use Study."

Or

Other action deemed necessary by Council.



## Town of Vienna, Virginia

### Maple Avenue Corridor Multimodal Transportation and Land Use Study

#### Statement of Work

The Town of Vienna intends to undertake, with participation from the community and the assistance of a consultant, a multimodal transportation study of the Maple Avenue corridor through the Town of Vienna. This study will be coordinated with ongoing land use planning, redevelopment, and rezoning of properties in the Maple Avenue Commercial (MAC) overlay zone.

The purpose of the corridor study will be to develop a set of near- and mid-term recommendations along Maple Avenue for all modes of transportation in coordination with existing and future land uses along the corridor. The study process will involve engaging the public; evaluating existing transportation conditions; development of future traffic volumes, evaluating future transportation conditions; identifying and evaluating near- and mid-term transportation recommendations; and preparing cost estimates and a prioritized implementation plan. Key elements of the approach to the study include:

- **Priority-setting:** In coordination with the community engagement process, corridor transportation priorities will be identified. The priority-setting exercise will help to guide the engagement process as well as provide guidance for evaluating study recommendations and link directly to study outcomes.
- **Community engagement:** The Town desires to conduct an inclusive and collaborative community engagement process. The process will involve hosting in-person, hands-on meetings with the community. Meetings would generally be planned to occur in coordination with key deliverables or prior to key decision points of the study. Briefings will be made to Town Council, Planning Commission, and/or Transportation Safety Commission as part of this study. In addition to in-person meetings, the use of Town social media outlets, online engagement, email communication, and the Town website is advised to further community engagement.
- **Evaluation of existing transportation conditions:** During this phase of the study, information about the existing transportation system—strengths, weaknesses, operations, planned projects, and similar—will be compiled and summarized to help establish a working base of understanding for all study participants. Information such as traffic counts, traffic safety data, intersection levels of service (and queues and delays), sidewalk locations and gaps, bikeway network, and transit facilities and services will be compiled among other information. During this same period, current land use and development conditions in the along the corridor will also be summarized.
- **Development of future development-related trips:** The number of vehicle trips associated with a single future land use development scenario will be estimated. The scenario is expected to represent the likely combination of properties redeveloping, either by-right or under MAC within a defined time period (assumes a 10-year analysis horizon).
- **Evaluation of future transportation conditions:** During this phase of the study, the likely impact to the multimodal transportation network resulting from the land use scenario will be evaluated. Challenges and opportunities in transportation mobility and access, with a focus on changes that result from anticipated development, will be documented based on the level of analysis that is appropriate for each of the considered modes of travel.
- **Identification and evaluation of potential transportation strategies:** An initial set of recommendations that are responsive to the identified near- and mid-term mobility and access challenges along the corridor will be identified. Broadly, transportation considerations include changes to vehicular access, geometric and operational changes to the specific intersections or locations in the corridor, transit service recommendations, enhancements to the bicycle and



# Kimley»Horn

pedestrian network, and transportation demand management policies and strategies. In coordination with the community engagement process, strategies will be evaluated with respect to identified corridor priorities. Based on the evaluation, corridor recommendations will be identified.

- **Document recommendations:** The near-and mid-term transportation recommendations (projects, policies, programs, initiatives, cooperation and coordination, education, and similar) for will be documented. Project development timelines and cost estimates will be developed. The recommendations will be packaged in an implementation plan.
- **Optional parking analysis:** An analysis of on- and off-street parking supply and demand in the Town in proximity to the Maple Avenue corridor could be conducted to supplement the corridor study. The analysis will document existing conditions and parking requirements of the land use development scenario. Based on findings, parking management strategies will be identified.

**Expected Study Duration:** 6 to 8 months. The specific duration of the project will be closely tied to the number and depth of community engagement touchpoints. Likewise, the quality of community dialogue and the sustained engagement of the community in the project will be based on a realistic schedule that solicits feedback and input when and where appropriate, while respecting the time and effort involved in the community collaboration process.

## Cost

Maple Avenue Corridor Transportation and Land Use Study:	\$79,994.06
Optional Parking Analysis:	\$15,000 to \$30,000
Other Optional Analyses (to be scoped at the Town's request)	\$TBD

The fee range is based on the latest approved rates of the Fairfax County Contract (4400003237, RFP2000000131) – Consulting Services for Transportation and Urban Planning, Design & Engineering Services, under which the Town of Vienna has executed a contract rider to engage Kimley-Horn and Associates for transportation and parking consulting support.

## Town of Vienna, Virginia

### Maple Avenue Corridor Multimodal Transportation and Land Use Study

#### KIMLEY-HORN SCOPE OUTLINE

##### **Task 1: Project Management**

This task involves elements related to managing the project including technical direction, coordinating meetings, and managing scope, schedule, invoices, and progress reports.

Kimley-Horn will attend a kick-off meeting within one week (or later as requested by Town staff) of notice-to-proceed (NTP) to review and refine the project schedule, to establish roles and responsibilities for the Kimley-Horn and Client teams, to confirm the scope of work, to discuss background materials, and to identify any additional issues and project needs.

Kimley-Horn will also participate in monthly progress conference calls with Town staff (as needed). Kimley-Horn assumes an up to eight (8) month schedule for budgeting purposes and to accommodate community engagement touchpoints. This scope assumes NTP in December 2018 or January 2019.

##### **Deliverables:**

Progress reports (monthly), invoices (monthly), up to 7 progress calls and meeting summaries, and project schedule (developed at project initiation, updated up to 2 times during the course of the project to reflect refinements to community engagement and milestone delivery).

##### **Task 2: Community Engagement**

Kimley-Horn will attend a walking tour of the Maple Avenue corridor with key project stakeholders (staff, Council, etc.) to observe field conditions and discuss known challenges along the corridor. It is anticipated that this tour will be coordinated with the scheduled kick-off meeting.

Kimley-Horn will partner with Town staff to conduct a collaborative community engagement effort throughout the course of this study.

Kimley-Horn will prepare project material for inclusion on the Town's website or other online sites related to the project.

Kimley-Horn will present transportation study findings and recommendations for the community's review and comments in a series of three public meetings. Kimley-Horn will also develop an online/in-person survey and public comment form for each meeting. Prior to each meeting, Kimley-Horn will collaborate with Town staff to develop appropriate survey questions.

Kimley-Horn will attend:

- Three community meetings/workshops
  - Existing Conditions/Issues Review Meeting (late winter 2019)
  - Future Conditions/Transportation Needs Assessment Meeting (late spring 2019)
  - Recommended Transportation Improvements Meeting (Fall 2019)



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- Up to three meetings with Town groups which may include Council, Planning Commission, or Transportation Safety Commission meetings. It is assumed that public meeting materials will be used for these meetings. It is also noted that the community meetings may be combined with Town group meetings.

## **Deliverables:**

In-person/online survey/comment forms (one per meeting via Google Forms). Kimley-Horn will summarize responses in final report.

Public meeting materials (PowerPoint presentation slides and up to 3 Boards per meeting) and content for project webpage and/or social media (Figures and Technical Memoranda), meeting summaries. Additional meeting materials will be the responsibility of Town staff or prepared on an as-requested basis for an additional service.

Public meeting and website materials are assumed to be adapted from study materials and mapping. For each meeting, Kimley-Horn assumes the preparation of a draft version of materials with response to 1 round of consolidated reconciled comments prior to preparing final versions.

## **Task 3: Review of Background Materials**

This task includes a review of existing local and regional planning and transportation studies, emphasizing information that is relevant to the study area (shown in Appendix A) and to the scope of the project. Kimley-Horn will work with the Town to identify up to 8 plans or studies for review.

Background material may include:

- zoning studies and documents,
- transportation studies from current and proposed development projects
- approved countywide or regional plans such as the Fairfax County Comprehensive Plan, the Fairfax County Transit Development Plan, the Tysons Comprehensive Plan
- regional transportation studies or projects such as Transform66
- the Town's Capital Improvement Program (CIP)
- the Town's Comprehensive Plan
- Any existing conditions and preliminary transportation analysis completed by the Town staff.

## **Deliverables:**

Request for information

## **Task 4: Existing Conditions Inventory and Assessment/Analysis**

This task includes the inventory, assessment, and analysis of the transportation network elements and operations within the study area.

### **Task 4.1: Existing Vehicular Conditions Inventory and Analysis**

Kimley-Horn will document the existing vehicular transportation network including lane configurations, speed limits, intersection control, commercial entrance locations, and designated curb uses along Maple Avenue. This will be based on the reviewed background material and field reconnaissance.

Kimley-Horn will document existing peak hour traffic volumes at study area intersections based on previously conducted traffic counts (no more than 2 years old) and based on traffic counts conducted as part of this study. For budgeting purposes, Kimley-Horn assumes that there will be up to 25 study intersections, including signalized and unsignalized intersections along or near the Maple Avenue Corridor



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between James Madison Drive and Follin Lane.

Kimley-Horn will conduct 24-hour traffic counts at up to 4 locations within the study area. Kimley-Horn also will collect and summarize travel times along Maple Avenue and Church Street.

Kimley-Horn will review, document, and map crash occurrence along Maple Avenue and/or within the influence area of study area intersections using the most recently available 3-year VDOT crash information.

Kimley-Horn will conduct queuing observations at up to 10 signalized intersections during the AM and PM peak periods.

Kimley-Horn will perform AM and PM peak hour intersection capacity analyses (to include level of service and average delay) for study area intersections and arterial level of service analyses for Maple Avenue using Synchro software. Kimley-Horn will also conduct AM and PM queuing analyses for study area intersections using SimTraffic, with default simulation parameters. It is assumed that the Town will provide any existing synchro networks and timing files for use in this analysis.

## Task 4.2: Existing Pedestrian Conditions Inventory and Assessment

Kimley-Horn will document the existing pedestrian transportation network including pedestrian signal infrastructure, marked crosswalks, trail connections, curb ramps at intersections, gaps in the sidewalk network, and other network and operational elements. This will be based on the background material and field reconnaissance. As part of the traffic counts conducted at study area intersections, Kimley-Horn will also document the number of pedestrian crossings at study area intersections during the peak periods.

Kimley-Horn will map the pedestrian network using ArcGIS and identify issues and gaps.

## Task 4.3: Existing Bicycle Conditions Inventory and Assessment

Kimley-Horn will document the existing bicycle transportation network including marked and signed bike routes, trail connections, and bicycle intersection control. This will be based on the background material and field reconnaissance. As part of the traffic counts conducted at study area intersections, Kimley-Horn will also document the number of on-street bicyclists at study area intersections during the peak periods and assess the existing level of traffic stress (LTS). Kimley-Horn will map the bicycle network elements and volumes using ArcGIS and identify issues and gaps.

## Task 4.4: Existing Transit Conditions Inventory and Assessment

Kimley-Horn will document the existing transit network including bus routes and headways along study area streets and bus stop location and amenities (i.e. benches, shelters, and traveler information). This will be based on the background material and field reconnaissance. Kimley-Horn will map the transit network using ArcGIS and identify issues and gaps.

### **Deliverables:**

Existing Conditions technical memorandum summarizing the vehicular, pedestrian, bicycle, and transit inventory, analysis, and assessment in PDF format, including a network/issues/gap map for each mode of travel.

Kimley-Horn assumes preparation of a draft and final version of the technical memorandum and will respond to 1 round of consolidated comments from Town staff.

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## **Task 5: Comparing Future Land Use Scenario Trip Generation**

Kimley-Horn will collaborate with the Town's Planning and Zoning staff to develop one (1) future development scenario. Kimley-Horn assumes that this scenario will consider the redevelopment of properties along Maple Avenue (either by-right or under Maple Avenue Commercial [MAC] zoning).

Once the future land use scenario has been developed, vetted, and approved in coordination with Town staff, Kimley-Horn will develop vehicular and person trip generation based on the agreed upon future land use scenario. Trip generation will be based on the ITE Trip Generation Manual, the ITE Trip Generation Handbook, and based upon any internal capture, mode split information, or mode split targets developed in coordination with Town staff.

### **Deliverables:**

Technical memorandum summarizing future land use scenario with trip generation by parcel and figures showing the resulting future traffic volumes in PDF format.

Kimley-Horn assumes preparation of a draft and final version of the technical memorandum and will respond to 1 round of consolidated comments from Town staff.

## **Task 6: Future Conditions Assessment/Analysis**

### **Task 6.1: Future Vehicular Conditions Analysis**

The analysis of future vehicular conditions will be based on the future land use scenario, a background growth percentage to account for changes in regional traffic, the traffic volumes associated with the land use scenario, and any planned and programmed improvements to the local area multimodal transportation network.

Kimley-Horn will assign the vehicular trips generated under the future land use scenario to the transportation network based on existing traffic patterns from the traffic counts at study area intersections.

Kimley-Horn will perform AM and PM peak hour intersection capacity analyses (to include level of service and average delay) for study area intersections under the future land use scenario and arterial level of service analyses for Maple Avenue using Synchro software. Kimley-Horn will also conduct AM and PM queuing analyses for study area intersections using SimTraffic, with default simulation parameters

### **Task 6.2: Future Pedestrian Conditions Assessment**

Kimley-Horn will document the programmed pedestrian transportation network changes. This will be based on the background material. Kimley-Horn will identify future challenges to pedestrian mobility resulting from changes in land use.

### **Task 6.3: Future Bicycle Conditions Assessment**

Kimley-Horn will document the planned bicycle transportation network changes. This will be based on the background material. Kimley-Horn will identify challenges to bicycle mobility and calculate future conditions LTS resulting from changes in land use.

### **Task 6.4: Future Transit Conditions Assessment**

Kimley-Horn will document the planned transit network changes. This will be based on the background material. Kimley-Horn will identify challenges to transit mobility resulting from changes in land use.



**Deliverables:**

Future Conditions technical memorandum summarizing the vehicular, pedestrian, bicycle, and transit analysis, and assessment in PDF format to include an updated issues/gap map for each network.

Kimley-Horn assumes preparation of a draft and final version of the technical memorandum and will respond to 1 round of consolidated comments from Town staff.

**Task 7: Transportation Network Improvements**

Based on the future land use scenario results, Kimley-Horn will prepare a draft list of potential multimodal transportation improvements for discussion with Town staff in a workshop format.

The draft list will be organized into two tiers:

- **Near-Term Implementation Projects:** projects that address immediate access and mobility needs of corridor and could be initiated either by the Town. These projects would not specifically require redevelopment or any additional right of way. It is envisioned that these projects could be constructed/implemented leveraging Town resources or funds.
- **Mid-Term Implementation Projects:** projects that address immediate and mid-term access and mobility needs of the corridor. These projects would likely be implemented with redevelopment along the corridor and could require minimal easements or right of way. It is envisioned that these projects could be constructed/implement leveraging developer resources or funds.

Long-Term Implementation Projects will not be specifically developed as part of this scope. These projects would likely be larger in scale, would require redevelopment along the corridor, coordination with the Town, the development community, and/or VDOT or other agencies. The effectiveness and programming of these projects would need to be amazed as part of a separate, but related, long-term visioning study. General long-range strategies, as a lead in to such a vision study, will be broadly discussed in the final report.

Based on feedback from Town staff during the workshop, Kimley-Horn will revise the list of improvements. Opinions of probable costs, implementation timelines, and conceptual level sketches will be provided for each near- and mid-term project (as appropriate). For budgeting purposes, Kimley-Horn assumes the final list to include no more than 15 transportation improvements.

Kimley-Horn will model the impact of the applicable near- and mid-term improvements in Synchro and SimTraffic. Kimley-Horn will perform AM and PM peak hour intersection capacity analyses (to include level of service and average delay) for study area intersections and arterial level of service analyses under the future land use scenario with improvements using Synchro software. Kimley-Horn will also conduct AM and PM queuing analyses for study area intersections using SimTraffic, with default simulation parameters.

**Deliverables:**

Draft and final list of potential transportation network improvements. Technical memorandum summarizing the purpose, cost, timeline, and expected outcome of each improvement in PDF. Kimley-Horn assumes preparation of a draft and final version to respond to 1 round of consolidated, resolved comments.



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## **Task 8: Final Transportation Study Report**

Kimley-Horn will summarize the above tasks in a final transportation study for corridor.

A draft report will be provided to staff for review. After staff review, Kimley-Horn will meet with staff to discuss comments. A final report will be provided to staff addressing all outstanding comments within 30 days of meeting with staff to discuss the draft report.

### **Deliverables:**

Draft and Final Report in electronic PDF format. Kimley-Horn assumes preparation of a draft and final version to respond to 1 round of consolidated, resolved comments.

### **Optional Analyses**

Kimley-Horn has identified the following related optional analyses that may provide value to the Town in understanding the challenges and opportunities of the Maple Avenue corridor. Kimley-Horn envisions that any of these tasks could be initiated as an amendment to this project or as a separate follow-up project.

#### **Parking Analysis**

As an additional service, Kimley-Horn will conduct an analysis of parking supply and demand along the Maple Avenue corridor. Kimley-Horn will conduct a survey of on-street and off-street parking facilities to determine the inventory, restrictions, and typical occupancies of each, identifying areas where parking is under-utilized, and areas where additional parking management is needed to accommodate existing demand.

Kimley-Horn will also review the zoning requirement to estimate the parking requirements of the MAC zoning land use scenario. Based on the data, Kimley-Horn will provide additional parking management recommendations to accommodate the future development and demand.

**The fee range to provide a parking study is approximately \$15,000-\$30,000. A full scope and fee for this task will be provided, should the task be authorized.**

#### **Microsimulation Analysis**

Based on the outcome of the Synchro analysis, Kimley-Horn will prepare a more refined analysis using VISSIM microsimulation software as an additional service. It is noted that additional queue observations may be needed to calibrate the VISSIM model. This task would add supplemental analyses to Tasks 4, 6, and 7. A full scope and fee for this task will be provided should, the task be authorized.

#### **Transportation Network Forecasting based on Regional (MWCOG) Model**

Kimley-Horn will update future travel patterns based on the MWCOG Travel Demand model as an additional service. This task would update the future traffic projections used in Task 6 and Task 7 analyses. A full scope and fee for this task will be provided should, the task be authorized.

#### **ADA Compliance Screening**

Screening-level evaluation of pedestrian infrastructure within the study area to verify compliance with latest ADA accessibility standards. This task would include ADA screening and recommendations to task 4 and Task 7.

#### **Long-Range Vision Study**

Kimley-Horn will expand upon the analysis conducted as part of this scope, with an analysis of the long-term needs, opportunities, and vision of Maple Avenue. Such a study looks at a broader time horizon (20 years+), establishes a vision for what Maple Avenue is to become, and identifies the transformative

# Kimley»Horn

changes to the corridor with respect to land use, transportation, mobility, policy, and planning necessary to achieve the Town's Vision. A full scope and fee for this task will be provided should, the task be authorized.

## Other Services

Any service not specifically described in this scope can be provided based on the approved rate schedule. At the Town's request for any service not specifically identified in this scope, Kimley-Horn will prepare a full scope and fee for the Town's consideration.

## Cost

Kimley-Horn can provide the scope outlined herein for the costs shown below.

Maple Avenue Corridor Transportation and Land Use Study:	\$79,994.06
Optional Parking Analysis:	\$15,000 to \$30,000
Other Optional Analyses (to be scoped at the Town's request)	\$TBD

The fee range is based on the latest approved rates of the Fairfax County Contract (4400003237, RFP2000000131) – Consulting Services for Transportation and Urban Planning, Design & Engineering Services, under which the Town of Vienna has executed a contract rider to engage Kimley-Horn and Associates for transportation and parking consulting support.



## County of Fairfax, Virginia

### AMENDMENT

AMENDMENT NO. 5

APR 02 2018

**CONTRACT TITLE:** Consultant Services for Transportation

**CONTRACTOR**

Kimely-Horn and Associates, Inc.  
11400 Commerce Park Drive, Suite 400  
Reston, VA 20191

**SUPPLIER CODE**

1000012189

**CONTRACT NO.**

4400003237

By mutual agreement, Contract 4400003237 is renewed for one (1) year effective May 1, 2018, through April 30, 2019. This is the last of two (2) year renewal options available.

All other prices, terms and conditions remain the same.

**ACCEPTANCE:**

BY: Michael H.  
(Signature)

Vice President  
(Title)

Michael Harris  
(Printed)

3-29-18  
(Date)

Cathy A. Muse  
Cathy A. Muse, CPPO  
Director/County Purchasing Agent

**DISTRIBUTION:**

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Dept. of Transportation - Gregg Stevenson

Contractor [mike.harris@kimley-horn.com](mailto:mike.harris@kimley-horn.com)  
Contract Specialist: Cindy Joy  
Asst. Contract Spec. - Team 2

Department of Procurement & Material Management  
12000 Government Center Parkway, Suite 427  
Fairfax, VA 22035-0013  
Website: [www.fairfaxcounty.gov/procurement](http://www.fairfaxcounty.gov/procurement)  
Phone 703-324-3201, TTY: 711, Fax: 703-324-3228



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File #: 18-861 Version: 1

Name:

Type: Action Item

Status: Agenda Ready

File created: 4/25/2018

In control: [Town Council Meeting](#)

On agenda: 5/7/2018

Final action:

Title: Request to extend professional services contract with and increase funds to Kimley-Horn for consultation in support of public parking analysis

Attachments: 1. [Kimley-Horn Scope](#), 2. [Kimley-Horn PO](#), 3. [Kimley Horn Renewal to 4-30-2019](#)

Text

**Subject:****Title**

Request to extend professional services contract with and increase funds to Kimley-Horn for consultation in support of public parking analysis

**Body****EXPLANATION AND SUMMARY:**

On August 14, 2017, the Town entered into an agreement with Kimley-Horn to perform work under Fairfax County Contract (4400003237, RFP 2000000131) - Consulting Services for Transportation and Urban Planning, Design & Engineering Services - by executing a contract rider to this master agreement. The contract fee was not to exceed \$19,897.15. The Town has expended the majority of the contract amount; there is approximately \$2,000 remaining. Staff requests to extend the contract and increase funding by \$20,102.85 for a total contract amount not to exceed \$40,000.

Kimley-Horn has provided the following engineering services and analysis on the proposed Mill Street public parking facility: feasibility and functionality of concept drawings, trip generation memo, parking operations and maintenance costs, signal warrant analysis, parking adaptive reuse, traffic and intersection analysis, and acceptable walking distances. Kimley-Horn participated in several phone calls and internal meetings with Town staff. The consultants also attended a public hearing on this matter and provided responses to numerous public and Council questions.

As the Town contemplates other potential public parking facilities, there is a need for continued professional engineering services and consultation. The funds to pay for these

services will be advanced by the capital project fund to be consolidated into the project cost of an eventual garage project or projects.

**Departmental Recommendation:** Recommend approval.

**Finance Recommendation:** Recommend approval.

**Purchasing Recommendation:**

**Town Attorney Recommendation:** Town Council may approve the proposed expenditure of funds in its discretion.

**Town Manager's Recommendation:** I recommend the Town Council approve an extension of the professional services contract with Kimley-Horn for professional engineering services and consultation in support of public parking analysis as presented.

Cost and Financing: Not to exceed \$40,000

Account Number: 300-000-0000-39420-48801

Decision Needed by This date: May 7, 2018

**PROPOSED/SUGGESTED MOTION**

Recommended Action

"I move to approve extension of the professional services contract with Kimley-Horn for professional engineering services and consultation in support of public parking analysis in an amount not to exceed \$40,000."

Or

Other action deemed necessary by Council.

OD Trail connection or a curb, gutter and sidewalk project in lieu of specifying the exact. Mr. D'Alexander stated he was for anything that he could add to help. His goal here is that he looked at the CIP, whatever version he got, and saw those projects, liked them and put them in. He will add "or projects directed by Planning & Zoning or Public Works. Mayor DiRocco asked if we had to specify a Safe Route or can we say any type of transportation or pedestrian path. Councilmember Noble asked Mr. Briglia if a proffer has to be specific or can it be general. Mr. Briglia stated because certain types of proffers are not appropriate. He thinks they should definitely be capital improvement projects because those are the things we go through a very specific procedure and process to approve. If he wanted to dedicate them to safe route projects or W&OD what Councilmember Sienicki mentioned he thinks is a great idea. Make them a broad category but are clearly CIP projects. Mr. D'Alexander said that totally works.

It was moved to close the public hearing on the proposed rezoning of 245 Maple Avenue W and 101, 107, and 115 Pleasant St. NW.

Motion: Councilmember Springsteen

Second: Councilmember Colbert

Carried Unanimously

It was further moved to approve rezoning of 245 Maple Avenue W and 101, 107, and 115 Pleasant Street NW from C-1A Special Commercial Zone to Maple Avenue Commercial (MAC) Zone for the proposed Vienna Market with all proffers accepted as amended and allowing the developer to determine the usage of the end unit Townhouse on Pleasant St. as long as he meets current code and parking requirements.

Motion: Councilmember Springsteen

Second: Councilmember Bloch

The item was approved as shown above.

Aye: 7 - Council Member Bloch, Council Member Colbert, Council Member Majdi, Council Member Noble, Council Member Sienicki, Council Member Springsteen and Mayor DiRocco

## 6. Regular Business

### A. 18-861

Request to extend professional services contract with and increase funds to Kimley-Horn for consultation in support of public parking analysis

Attachments: Kimley-Horn Scope

Kimley-Horn PO

Kimley Horn Renewal to 4-30-2019

It was moved to approve extension of the professional services contract with Kimley-Horn for professional engineering services and consultation in support of public parking analysis in an amount not to exceed \$40,000.

A motion was made by Council Member Springsteen, seconded by Council Member Bloch, that the Action Item be approved. The motion carried by the following vote:

Aye: 7 - Council Member Bloch, Council Member Colbert, Council Member Majdi, Council Member Noble, Council Member Sienicki, Council Member Springsteen and Mayor DiRocco





Town of Vienna  
Accounts Payable

# Purchase Order

Fiscal Year 2018

Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,  
PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20180201-00**

Delivery must be made within  
doors of specified destination.

B  
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VIENNA TOWN HALL  
ACCOUNTS PAYABLE  
127 CENTER STREET S  
VIENNA VA 22180

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KIMLEY-HORN AND ASSOCIATES, INC.  
421 FAYETTEVILLE STREET  
SUITE 600  
RALEIGH NC 27601

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VIENNA TOWN HALL  
127 CENTER STREET S  
VIENNA VA 22180

Vendor Phone Number		Vendor Fax Number	Requisition Number	Delivery Reference		
			18000215			
Date Ordered	Vendor Number	Date Required	Freight Method/Terms		Department/Location	
08/16/2017	4805	08/14/2017			PLANNING & ZONING DEPARTMENT	
Item#	Description/Part No.		Qty	UOM	Unit Price	Extended Price
1	CONSULTING SERVICES  The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading  GENERAL CONSULTING AND SUPPORT SERVICES FOR PUBLIC - PRIVATE DEVELOPMENT FEASIBILITY ANALYSIS. <b>100-108-1081-18110-43101- \$19,897.15</b> PER TERMS CONDITIONS AND SPECIFICATIONS OF QUOTE DATED 8/14/17 IN THE AMOUNT OF \$19,897.15. RIDING FAIRAX COUNTY CONTRACT #4400003237		1.0		\$19,897.150	\$19,897.15

By

*Karen M. Shepin*  
Purchasing Agent

PURCHASING COPY

Total Ext. Price  
PO Total

\$19,897.15  
**\$19,897.15**



Town of Vienna  
Accounts Payable

# Purchase Order

Fiscal Year 2019

Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,  
PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20190140-00**

Delivery must be made within  
doors of specified destination.

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VIENNA TOWN HALL  
ACCOUNTS PAYABLE  
127 CENTER STREET S  
VIENNA VA 22180

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KIMLEY-HORN AND ASSOCIATES, INC.  
421 FAYETTEVILLE STREET  
SUITE 600  
RALEIGH NC 27601

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VIENNA TOWN HALL  
127 CENTER STREET S  
VIENNA VA 22180

Vendor Phone Number		Vendor Fax Number	Requisition Number	Delivery Reference		
			19000150			
Date Ordered	Vendor Number	Date Required	Freight Method/Terms		Department/Location	
07/17/2018	4805				PLANNING & ZONING DEPARTMENT	
Item#	Description/Part No.		Qty	UOM	Unit Price	Extended Price
1	CONSULTING SERVICES The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading GENERAL CONSULTING AND SUPPORT SERVICES FOR PUBLIC-PRIVATE DEVELOPMENT FEASIBILITY ANALYSIS <b>100-108-1081-18110-43101- \$20,102.85</b> PER TERMS, CONDITIONS, AND SPECIFICATIONS AS NOTED IN THE TOWN COUNCIL APPROVAL ITEM DATE 5/7/18. RIDING FAIRFAX COUNTY CONTRACT #4400003237 EXPIRING APRIL 30, 2019.		1.0		\$20,102.850	\$20,102.85

By

*Marina M. Helpin*  
Purchasing Agent

PURCHASING COPY

Total Ext. Price  
PO Total

\$20,102.85  
**\$20,102.85**