

April 2015
SCOPE OF SERVICES AND FEE PROPOSAL
Department of Conservation & Recreation
Study for Conditional Assessment and Improvement Analysis of DCR Parkways Located in
the Metropolitan Region

PROJECT DESCRIPTION

The Department of Conservation and Recreation (DCR) is seeking proposals for a comprehensive conditional assessment and improvement analysis of DCR Parkways located in the Boston Metropolitan Region.

Parkways included in this study: **Blue Hills Reservation:** Blue Hills Parkway; Blue Hill River Road; Hillside Street; Wompatuck Road; Chickatawbut Road; Green Street; Unquity Road; Brush Hill Road. **Breakhart Reservation:** Hemlock Road; Forest Street; Elm Road; Hemlock Road; Pine Tops Road. **Charles River Reservation:** Boulevard Road; Charles River Dam Road; Charles River Road; Everett Street; Forest Grove Road; Land Boulevard; Birmingham Parkway; Park Road; Quinobequin Road; North Beacon Street; Norumbega Road; Recreation Road; Soldiers Field Road (Eliot Bridge to North Beacon Street); Greenough Boulevard (Arsenal Street to North Beacon Street Segment). **Chestnut Hill Reservation:** Chestnut Hill Drive; Saint Thomas Moore Drive. **Furnace Brook Reservation:** Furnace Brook Parkway. **Hammond Pond Reservation:** Hammond Pond Parkway. **Lynn Shore Reservation:** Lynnway; Lynn Shore Drive. **Middlesex Fells Reservation:** Fellsway; Fellsway East; Fellsway West; Lynn Fells Parkway; East Border Road; Elm Street; Hillcrest Parkway; North Border Road; South Border Road; South Street. **Muddy River Reservation:** Parkman Drive; Perkins Street; Park Drive; the Fenway. **Mystic River Reservation:** Mystic Valley Parkway; Mystic River Road. **Nahant Beach Reservation:** Nahant Beach Boulevard. **Nantasket Beach Reservation:** Hull Shore Drive; Nantasket Avenue. **Neponset River Reservation:** Neponset Avenue; Neponset Valley Parkway. **Old Harbor Reservation:** Columbia Road; Day Boulevard; Old Colony Avenue. **Quincy Shore Reservation:** Quincy Shore Drive. **Revere Beach:** Revere Beach Boulevard; Revere Beach Parkway; Ocean Avenue; Winthrop Parkway. **Stony Brook Reservation:** Bellevue Hill Road; Dedham Parkway; Enneking Parkway; Smith Field Road; Turtle Pond Parkway; VFW Parkway; West Roxbury Parkway; Centre Street.

PROJECT LIMITS

The project includes the assessment of all noted parkways and roads listed above, in their entirety.

DCR Parkways located in the Metropolitan Region not included in this study:

Alewife Brook Parkway; Truman Parkway; Nonantum Road; Greenough Boulevard (Arsenal Street to Eliot Bridge); Soldiers Field Road (Eliot Bridge to B.U. Bridge); Memorial Drive; First Street; Cambridge Parkway; Storrow Drive; Charlesgate East & West; Mugar Way; Jamaicaway; Arborway; Parkman Drive; Riverway; Morrisey Boulevard; Woodland Road; Ravine Road; Pond Street; Carroll Highway; Hillcrest Parkway; Fresh Pond Parkway; Willow Pond Road; and Winthrop Shore Drive.

PROJECT PURPOSE

The primary goal of this project is to provide the DCR with an updated analysis of the condition of its parkways, and to determine what changes need to be made to each parkway to bring it up

to current standards as described in national guidebooks (including, but not limited to NACTO, MUTCD, The City of Boston's Complete Street Guide, USDOT and AASHTO) to provide multimodal accommodations for all users of the parkway, such as motorists, cyclists, transit users and pedestrians of all abilities (i.e., complete streets accommodation) while maximizing sustainable stormwater management and other environmental considerations. DCR desires a detailed report that clearly outlines the feasible, optimal cross-section, multimodal connectivity through crossing streets and configuration of its parkways that provides multimodal accommodations.

For each parkway, the consultant shall determine whether or not short (relatively low cost) improvements would be viable to improve access and accommodations and what those improvements should be, as well as identify longer-term optimal improvement projects that may require re-design and construction.

The consultant team will work with the DCR and advocates to determine which parkways warrant the most time and effort in this study. This will be based on presence of existing bike lanes, off-road pathways/sidewalks, feasibility of changing parkway cross-sections, and importance of each parkway in helping to complete the regional vision of an interconnected off-road bike/pedestrian greenway system.

SCOPE OF WORK

The tasks associated with the Conditional Assessment Report effort included in this proposal are as follows:

1. Preliminary Project Area Analysis: Provide summary of preliminary parkways analysis including typical cross-section and shoulder width of each parkway, present lane widths, existing bike and pedestrian accommodations (on and off road), identification of complex rotaries or light signals, obvious drainage problems, runoff to impaired waters, crash data, proximity of transit stops and other data that the consultant and DCR determine to be relevant in finalizing the scope of work.
2. Assess DCR Paving Program: The consultant team shall provide a written assessment of the DCR annual paving program, and provide recommendations on how DCR can improve the paving program to incorporate recommended short and long-term parkway changes, and to better coordinate with advocates and the public. A key element of this task shall include identification of all possible early action projects that are relatively low cost and easy to implement. Evaluation of the DCR's spring and fall, 2015 paving program shall be included as an early action item.
3. Reasonable Alternative (s) Identification: For those parkways where it is determined to be advisable the consultant will provide alternative cross-sections and proposed changes for bringing the parkway into compliance for meeting best practices for all users including motorists, cyclists, transit users and pedestrians.
4. Report Preparation: The consultant will prepare a written evaluation of the existing conditions of each parkway/road and include recommendations for how to bring the corridors in compliance with state and federal standards. The evaluation of the parkways will comprise the report in which the consultant will include the following:
 - Existing cross-section, database for the length of the corridors, and recommendations for maintenance and safety improvements. Inventory of existing roadway safety features with recommendations for design improvements to bring the corridor into current state and federal code compliance.
 - Inventory of existing pedestrian ramps with recommendations for design improvements

- to bring the corridor in compliance with the current code.
- Inventory of existing pedestrian and bicycle accommodations including on-road bike lanes, roadside protected bike lanes or cycletracks with separate sidewalks, separated off-road walking and biking paths, off-road multi-use paths, and pedestrian paths/sidewalks. Includes recommendations for short- and long-term design improvements to upgrade each parkway to the extent feasible to achieve a complete streets condition.
- Inventory of each of the rotaries and signalized intersection with a summary for each, regarding pedestrian and bicycle timing and phasing. Including recommendations for short term and long term improvements for better access and mobility.
- Evaluate transit stops to determine if pedestrian access and desire lines are in areas with adequate sight lines.

5. Project Design Schedule Development and Monthly Updates: Prepare and submit a project schedule and outline anticipated monthly milestones.

6. Meetings and Liaison: The consultant will attend coordination meetings with DCR, the public, and advocates. The consultant will prepare and distribute minutes of the meetings. For the associated fee estimate the consultant should assume a total of 3 meetings related to the Conditional Assessment Report with stakeholders and the general public.

7. Agency Outreach: The consultant will coordinate with DCR and the communities to request all traffic regulations, truck exclusions, one-way streets, parking, and lane usage for the corridors. The consultant will also request any traffic control agreements with business and neighborhood groups.

8. Field Reconnaissance – Roadway Elements: The consultant will conduct site visits to confirm the existing cross-section, assess the traffic warning/advisory/regulatory roadside signage for consistency with DCR Standards, and perform a conditional assessment of the pavement markings. The consultant will utilize GIS based applications to capture information obtained in the field electronically.

9. Field Reconnaissance to Evaluate Existing Traffic Signal Conditions: Where it is determined to be necessary to improve public safety, the consultant will conduct site visits to gather information about signalized intersections. The consultant shall conduct a review of unaddressed pedestrian desire-line crossings (such as those accessing transit stops, e.g. Park Drive at the Fenway Green Line stop).

10. Field Reconnaissance to Evaluate Complete Streets Accommodation: The consultant will review the current bicycle and pedestrian accommodation in accordance with DCR standards and MassDOT Healthy Transportation Policy Directive P-13-0001 and ADA/AAB standards, as well as the NACTO Urban Bikeway Design guide and the most up to date standards from AASHTO, USDOT, and other national standards. A comprehensive inventory for all parkways and a report of recommended improvements will be included in the Conditional Assessment Reports. Short and long-term recommended improvements will be outlined in the report.

11. Quality Control Review: The consultant will conduct an independent review of all proposed recommendations and cost estimates using an experienced engineer.

12. Conceptual Construction Cost Estimate: The consultant will develop conceptual construction cost estimates for improvements needed to bring the corridors into compliance with current DCR standards and state complete streets objectives for both short and long term proposed improvements, including:

- Cross-section modifications.
- Installation of off-road or on-road cycle tracks or bike lanes.
- Pedestrian enhancements including crosswalks and upgraded sidewalks.
- Bike/Pedestrian conflict improvements such as separated biking and walking paths.
- Shared use paths.
- ADA retrofits and pedestrian access improvements.
- Additional signs and pavement markings.

13. Traffic Analysis: Where appropriate and necessary for recommended changes, the consultant will arrange for the collection of existing traffic data, and provide a summary of implications.

14. Field Investigation of Bridges: The consultant will note any limitations caused by bridges on DCR parkways to enhancing bicycle and pedestrian safety. No further analysis of bridges is included in this scope.

15. Demonstration Project: The DCR has selected Hammond Pond Parkway (Beacon Street to Putterham Circle) to advance the preferred alternative to final design. Upon selection of the preferred alternative for Hammond Pond Parkway, the consultant shall be asked to prepare a scope and fee to advance the preferred alternative to final design construction documents. The DCR is planning that the cost of this final design for Hammond Pond Parkway will be inclusive of the project's upset limit. If this is not feasible, DCR will negotiate a modified scope with the selected consultant team. Final design tasks shall include base mapping; two DCR submission; all permitting; survey; signal evaluation (traffic signal design will include timing and phasing but no physical alteration to the signals); traffic counts; and final plan preparation. It is anticipated that no right of way work will be needed.

SUBMISSIONS AND REVIEWS

- Formal Submission of DRAFT Conditional Assessment Report.
- Formal Submission of DRAFT analysis of DCR paving program
- Formal Submission of Base Map identifying proposed primary and secondary network.
- Formal Submission of a list of short and long term improvement projects, ranked by their benefit to the widest number of potential bicycle commuters and pedestrians.
- Formal Comment Resolution meeting after receipt of comments by DCR.
- Formal Submission of FINAL analysis of DCR paving program.
- Formal Submission of FINAL Conditional Assessment Report.
- Formal Submission of FINAL Base Map (40 scale, utilizing GIS and the "1986 MDC Parkway Management System – Stationing & Segmentation Plans").
- Additional relevant submissions to be identified by consultants in their proposal.

PROJECT BUDGET

This project has a maximum upset limit of \$500,000. DCR's goal is to expend \$150,000 in fiscal year 2015 (i.e., by June 30, 2015), and expend \$350,000 in fiscal year 2016 (i.e., July 1, 2015 through June 30, 2016). Please provide evidence in your proposal that an adequate team will be available for this project to meet this goal.

SERVICES NOT INCLUDED (excluding final design task for Hammond Pond Parkway)

The following tasks are not included in the proposal:

- Environmental Services or permitting of any kind

- Cost Estimating beyond those detailed herein
- Design Submissions beyond a conceptual level
- Detailed drainage design or drainage report
- Construction Phase Services
- Geotechnical Services
- Coring, subsurface investigation, or in-place material testing for any of the bridge decks along this project. Additionally, no test pits will be required along this project.
- Traffic Counts beyond those detailed herein
- Detailed bridge deck evaluation
- Destructive and/or non-destructive testing of structural elements
- Structural design of bridge components
- Detailed NBIS bridge inspection report
- Bridge load rating
- Electrical design related to highway lighting
- Right-of-Way Plan preparation or acquisition