TOOLE DESIGN

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CITY OF ANN ARBOR
NORTH MAIN STREET TRANSPORTATION STUDY

Scope of Work and Fee Estimate

May 9, 2025

Task 1: Project Management

With any project, it's important to have a project manager and key staff members with experience across many disciplines so that issues can be anticipated and diffused before they become problems. The Toole Design Team, starting with the project manager, will use its expertise to ensure that this project runs smoothly. We approach our clients as partners and we recognize staff time is a finite commodity, so we make sure to separate the issues that can easily be solved in-house from those that require staff input.

Paul Lippens, AICP, NCI will be our Project Manager and will be responsible for project oversight and regular communication with City of Ann Arbor staff. He will schedule bi-weekly calls with the City of Ann Arbor PM to provide project updates, review work progress, and collaborate on upcoming tasks and deliverables. Paul will work closely with Drew Parker, Deputy Project Manager, who is located in Ann Arbor.

As part of our commitment to providing the highest level of quality, Toole Design employs a rigorous Quality Assurance/Quality Control (QA/QC) program to control the quality of our work as well as that of our subconsultant. Every Toole Design project is assigned a Principal-in-Charge, a senior staff member who takes personal responsibility for Toole Design's performance on the project. Projects then start with an internal kickoff meeting where the Project Manager and Principal-in-Charge work with the project team to clearly define and document the roles and responsibilities of all team members and discuss the appropriate QA/QC process. Our proposed Principal-in-Charge for this project is Dina López. Dina is Toole Design's Midwest Planning Director and has over 20 years of experience managing and advising staff on complex pedestrian, bicycle, and multimodal street projects.

At the beginning of the project we will prepare materials for and host a kickoff meeting with city staff and the consultant team to review the project scope of work, schedule, and discuss goals for the project. After the kickoff meeting we will host bi-weekly calls with the City PM throughout the project to provide updates and solicit input. We also propose hosting monthly Project Management Team meetings that include additional City staff from other departments to provide more substantial updates and ensure all internal departments are kept up to date on the project.

Task 1 Deliverables

- Kickoff Meeting
- Up to 24 bi-weekly check-in calls with the City of Ann Arbor Project Manager
- Up to 12 monthly Project Management Team meetings
- Up to 12 monthly invoices and progress reports

Task 2: Existing Conditions Assessment

Our first task will be to develop an Existing Conditions Assessment. This assessment will serve as a shared understanding of the issues along North Main Street for our project team, external partners, and the public.

Crash Analysis

Toole Design will develop a crash analysis that summarizes historic crash trends with a focus on severe crashes. This analysis will break down crashes by location, mode, and severity and seek to identify crash patterns based on the crash type, contributing factors (including user behavior), crash context, and infrastructure characteristics for all crashes and severe crashes within the project extents. We will focus specifically on crashes involving people walking, biking, and rolling (sometimes referred to as “vulnerable road users”) in this crash analysis.

Summary of Existing Traffic Volume and Multimodal Travel Data

Toole Design will work closely with City of Ann Arbor staff to identify and compile the existing motor vehicle traffic and multimodal travel data in the area.

Gap Analysis

After compiling the existing data, Toole Design will review the existing walking, biking, transit, and motor vehicle networks within the study area and identify connectivity and safety gaps. These gaps will be mapped and used to inform additional discussions with City staff and public engagement materials. As part of this analysis, we will include discussion of how access management in the portion of the corridor north of Depot Street impacts safety.

Road Safety Audit

As part of the existing conditions assessment, WSP staff will lead a Road Safety Audit (RSA) evaluation, following the eight-step process per FHWA guidance, to identify safety deficiencies along North Main Street from Huron Street (BR-94) to M-14, including all cross-streets within this section. Three WSP staff and two Toole Design staff from different disciplines will conduct the RSA to provide observations from differing perspectives.

Our process includes analyzing crash data by summarizing statistics, mapping the information spatially, and reading UD-10 forms to understand the crash narratives associated with severe crashes involving pedestrians, bicyclists or people driving motor vehicles. We will conduct field visits at varying times throughout the day to review operations under different lighting, traffic, and weather conditions when possible. We will collect photos and videos to support our observations, travel the corridor on foot, in a car, and potentially with alternative modes of transportation (e.g., bicycles, scooters) to understand challenges from different perspectives. Our team is adept at documenting this information and presenting it clearly to project stakeholders, informing countermeasure identification, and providing a basis for concept development.

We will conduct a Highway Safety Manual (HSM) analysis as part of the RSA process using Michigan-based crash functions to understand the existing condition along the project corridor on an intersection-by-intersection and segment-by-segment basis. This analysis also provides a basis for testing alternative concepts, where we can estimate the safety performance of alternative concepts using HSM methods with applicable crash modification factors (CMF) to understand the impact of potential countermeasures and geometric changes.

When combined with the traffic modeling output, this information provides a basis to tabulate the safety and performance benefits, which our team can use to assess the time-of-return and the benefit-to-cost ratio for each concept.

Our deliverables will include a draft and final RSA memo that will document the existing safety condition of the corridor and identify potential countermeasures to consider with concept development, including the anticipated safety performance associated with those countermeasures. We will also conduct additional HSM analysis to assess emerging near-term (preliminary design) and long-term concepts for implementation, separate from the RSA report documenting the existing condition. This approach will ensure the RSA report is consistent with FHWA guidance while providing a means for evaluating safety for the emerging concepts after the RSA is complete.

Previous Plan Summary

Reviewing existing plans, policies, programs, and projects is an essential early step in developing the understanding necessary to create and refine concepts that are appropriate for the corridor context, grounded in reality, and reflective of standards and best practices. The Toole Design Team will complete a literature review of best practices related to multimodal corridor planning, Complete Streets, and safe roadway design in the North Main Street study area, including the 2021 Moving Together Towards Vision Zero plan, the ongoing Comprehensive Plan efforts, the ongoing DDA Downtown Area Circulation Study, the 2013 North Main Street–Huron River Corridor Vision for the Future assessment, and other relevant documents provided by the City PM. As local and national leaders and authors of guidance in the planning and design of innovative transportation facilities and public spaces, our team will supplement this summary of local and regional planning documents with best practices that will provide a basis for decision-making and design of the North Main Street corridor. The literature review will inform our understanding of planned infrastructure and previous community engagement efforts as well as become the basis for outlining design objectives for the corridor.

Future Land Use Development Review

The North Main Street area is identified as a redevelopment area in the ongoing Comprehensive Plan process. In order to understand the land use context of this corridor and how it may inform future transportation needs, the Toole Design Team will review and summarize relevant City land use plans and regulatory documents. This review will lay the groundwork for identifying and assessing mobility and safety improvements that will be needed in response to this potential future growth.

Our team will consider future development by synthesizing the relevant land use planning documents to describe anticipated future housing and employment intensity along the North Main Street Corridor. We will evaluate potential demand on transportation infrastructure and assess future need for transit access, pedestrian, and bicycle safety improvements.

As part of this task we will perform a tax revenue analysis that compares the tax revenues generated by the existing land uses compared to the potential tax revenue that could be generated if the future land use proposed in the Comprehensive Plan were realized within the corridor study area.

Develop Corridor Vision, Goals, and Design Objectives

At this point in the existing conditions analysis, we will establish a draft corridor vision statement, goals, and design objectives. This framework will be based on previous planning efforts, citywide plans and policies, and input from City staff, stakeholders, and community members. The vision, goals, and design objectives will be a touchstone throughout subsequent stages of the project, ultimately informing the alternatives assessment in Task 5.

Quality of Life and Economic Development Case Studies

Toole Design will develop up to three (3) case studies of similar state highway corridors in other communities that were redesigned/reconfigured that led to business stabilization or increased tax revenue and an increase in visitors.

Existing Conditions Summary Memo

The Toole Design Team will synthesize the findings of the preceding subtasks into an Existing Conditions Summary Memo that clearly explains existing conditions and constraints and explains the purpose of the North Main Street Transportation Study. This Existing Conditions summary will be delivered in a graphics-heavy format that is easily digestible, presentation-ready, and can be easily integrated into the final Plan document.

Task 2 Deliverables

- Crash analysis
- Summary of existing traffic volume and multimodal travel data
- Summary map of gaps analysis
- Road Safety Audit materials and summary
- Future land use development review
- Quality of Life and Economic Development Case Studies
- Draft and final Existing Conditions Summary Memo

Task 3: Public Engagement

Our approach to public engagement is comprised of three phases, with regular community checkpoints to inform the development of infrastructure and policy strategies that address the community's needs and challenges:

PHASE 1—DISCOVERY: Collaborate to understand local challenges and constraints

PHASE 2—DESIGN: Workshop initial strategies and solutions

PHASE 3—REFINE: refine and finalize those strategies and solutions

Public Engagement Plan

The Toole Design Team will work with the City PM to develop a project-specific public engagement plan that uses the City of Ann Arbor Public Engagement Toolkit to identify how and when to reach out to community members and stakeholders to get input on the project. The Public Engagement Plan will include a schedule, list of stakeholders, community-based organizations and community leaders to engage, and language and translation needs including ADA accommodations for virtual and in-person engagement, along with strategies for engaging non-English speaking households, people without internet access, and other hard-to-reach populations. The outreach strategy will allow for an iterative process that adapts to community needs and centers community members as experts in their own lived experiences.

Website Content

Throughout the project process, the Toole Design Team will provide content for the website that updates community members on project status and opportunities for input. The Toole Design Team is familiar with Social Pinpoint and other platforms used by the City of Ann Arbor and welcomes the opportunity to collaborate with the City's public engagement experts.

Marketing Materials

We will provide marketing materials to advertise engagement opportunities, such as email campaigns, social media posts, flyers/postcards, and yard signs to advertise public engagement opportunities and provide periodic updates on the project.

Pop-Up Events

The Toole Design Team will prepare materials for and attend up to five pop-up events to gather input from community members during the discovery and design phases of the project. We have found that our engagement numbers are significantly higher at pop-up events than at traditional evening public meetings. We have also found that our pop-up event attendees are more representative of citywide demographics than evening public meeting attendees, which tend to skew older and more affluent than citywide averages. We could host these pop-ups at existing City or community events, or they could be hosted in areas on or near the North Main Street corridor during busy times such as Wheeler Park, Argo Dam, or along Main Street in downtown Ann Arbor.

In-Person Open Houses

In addition to the pop-up engagement, we propose hosting two in-person open houses, one during the discovery phase and one during the design phase. The first open house will focus on building a shared understanding of the issues and existing conditions along North Main Street. We will solicit input on goals, current challenges, and community needs for the corridor. The second open house will be to repeat back to the community our findings and what we heard from them during the engagement process so far, and present design solutions to the identified challenges. We will include opportunities to provide feedback on the overall concept design as well as design details.

Online Survey

The Toole Design Team will develop two online surveys throughout the public engagement process that complement the pop-up events and in-person open houses. The first survey will be delivered in the discovery stage and will be designed to introduce the project and create a baseline understanding of existing conditions and community-identified challenges and opportunities. The second survey will be designed to introduce and compare the draft concepts and to ensure that they align with community needs and priorities. Input from the second survey will inform refinement of the concept design. The surveys will be advertised via traditional methods and if desired, could also be advertised using sidewalk decals along Main Street in downtown Ann Arbor.

Stakeholder Meetings

In addition to the public engagement, we have included time for up to five stakeholder meetings with City partners and community organization throughout the project process.

DDA and Transportation Commission Presentations

Toole Design will develop materials for and one staff will present in-person up to three (3) times to the Ann Arbor Downtown Development Authority Board. Toole Design will develop materials for and one staff will present virtually up to three (3) times to the Ann Arbor Transportation Commission.

Engagement Summary Memo

Upon conclusion of stakeholder and public engagement efforts, the Toole Design Team will summarize the engagement process and outcomes in a Stakeholder and Public Engagement Summary, including:

- Documentation and outcomes of digital and social engagement, citing figures such as frequency with which outreach posts were interacted
- Documentation of attendance, photos, materials, and outcomes of events
- Identification of priority themes identified by community members and stakeholders

The engagement summary memo will be concise and graphics-heavy so it can be easily included in the final public-facing report.

Task 3 Deliverables

- Public engagement plan
- Website content
- Marketing materials such as email campaigns, social media posts, flyers/postcards, and yard signs
- Materials and attendance at up to five pop-up events
- Materials and attendance at up to two public open houses
- Development of up to two online project surveys
- Up to five stakeholder meetings
- Up to three (3) in-person presentations to the DDA Board for one (1) Toole Design staff
- Up to three (3) virtual presentations to the Transportation Commission for one (1) Toole Design staff
- Draft and final engagement summary memo

Task 4: Data Collection

Additional Data Collection Plan

Working from the summary of existing data developed in Task 2, Toole Design will develop a data collection plan to fill any gaps in data needed to accurately understand and communicate current and potential future conditions along the project corridor and evaluate the design alternatives.

We will supplement available data with up to three (3) 48-hour bicycle and pedestrian counts, up to ten (10) peak hour turning movement counts (including pedestrians and bicyclists) during the weekday 6-9AM, 11-1PM, and 4-6PM, and on one home football game Saturday 2 hours before and 2 hours after the game (times TBD based on football schedule), and up to two (2) 24-hour speed, volume, and classification counts. If necessary, we will use Replica, a cloud-based multimodal activity-based model derived from Big Data sources, to supplement available and collected data, in cases where a benchmark to other validated sources is available to increase confidence in its outputs.

Summary of Existing and Additional Collected Data

After collecting any additional data necessary to move forward with the project, the Toole Design Team will compile this data along with the existing data into summary spreadsheets and charts to be used in subsequent phases of the project.

Task 4 Deliverables

- 48-hour bicycle and pedestrian counts at up to three (3) locations
- Peak hour turning movement counts including pedestrians and bicyclists at up to ten (10) locations during the midweek (6-9AM, 11-1PM, and 4-6PM) and on a home football game Saturday (2 hours before and 2 hours after the game)
- Up to two (2) 24-hour speed, volume, and classification counts
- Summary of existing and additional collected data

Task 5: Traffic Modeling

WSP will lead our traffic modeling efforts, with Toole Design traffic engineering staff providing internal reviews. WSP will start by preparing an existing conditions traffic model in Synchro 12, using previously developed models from their work optimizing signals in Ann Arbor, updating the models to include additional intersections to cover the full corridor scope. This model will form the basis for testing concept alternatives and use optimized timing for each alternative considered for comparison purposes. Our team will prepare the model based on the MDOT Electronic Traffic Control Device Guidelines, which WSP helped MDOT draft and revise as part of their as-needed support services with the Lansing Signals Unit.

We understand the importance of balancing the needs of all modes of travel based on our work optimizing signals in Ann Arbor previously, where we will consider the use of leading pedestrian intervals, shorter cycle lengths, and phasing modifications with each concept to prioritize safe and efficient passage for pedestrians. Our modeling will inform geometric decisions related to each idea, where we will provide operational feedback to our team as we iterate through alternatives, including recommendations for auxiliary lanes and commentary on the potential for implementing transit signal priority, among other similar measures, where appropriate. Our traffic engineering team has experience assessing dedicated bus lanes and queue jump features at intersections and can tap into our nationwide expertise with transit planning to identify other opportunities for technological intervention.

We are also familiar with applying Highway Capacity Manual (HCM) concepts related to pedestrian and bicycle level-of-service, where our team will develop those metrics as another component to consider for each alternative. As a supplement to the intersection-specific pedestrian measures of effectiveness modeled in Synchro, we will

use spreadsheet-based tools to assess mid-block segments. Applying this methodology shows the interplay between bicycle and pedestrian facilities as geometrics are modified.

Our final deliverables will include Synchro models for the existing condition and each tested concept, along with graphical and tabular summaries of pedestrian and bicycle LOS.

Task 5 Deliverables

- Synchro models for existing conditions and each tested concept
- Graphical tabular summaries of pedestrian and bicycle LOS

Task 6: Concept Development

In this task, the Toole Design Team will develop, evaluate, iterate, and finalize design alternatives to determine what design will best meet the corridor vision, goals, and design objectives.

Develop Basemap

Our first step in the Concept Development task will be to develop a project basemap in AutoCAD to use for the development of alternative concept drawings. We assume this concept will be developed using existing city data on the most recent aerial imagery available. No new survey data will to be collected for this task.

Alternatives Screening

The Toole Design Team will develop a comprehensive alternatives screening framework to assess impacts, trade-offs, and conflicts of potential concept alternatives. Evaluation criteria will be directly informed by the project staff, stakeholder, and public input. Criteria may include improved active transportation safety, expected crash reduction, change to VMT, access to jobs and retail, economic development, potential future land use, quality of life, business stabilization, right-of-way acquisition needs, mobility impacts to freight, environmental impacts, and project feasibility.

Our team will build upon the analyses in Task 2 to quantitatively assess up to three alternatives' ability to meet the project vision, goals, and design objectives. We will measure a no-build future condition against the three alternative designs. We will evaluate mode shift and travel demand impacts for baseline future conditions.

We will use the alternatives screening to evaluate up to three draft project alternatives and we will present a matrix of considerations that can be easily understood by a wide range of audiences, effectively balancing benefits and impacts. Our team's analysis will articulate trade-offs of various modes and innovative approaches to accommodate all users safely and comfortably.

Toole Design will develop up to three conceptual multimodal alternatives for the North Main Street corridor to achieve the project vision and goals. Alternatives will consider future land use development as envisioned for the corridor, including urban design schematics for both public and private spaces that may be created through corridor reconfiguration. We will prepare typical cross-sections and plan view graphics for each concept alternative that are highly illustrative, fully dimensioned, and easy to read by the public. We will also prepare at least one photo-realistic perspective sketch of "before and after" conditions for each alternative.

The alternatives screening will consider crossing safety and modal hierarchies at intersections along the North Main corridor. Our team will place an emphasis on evaluating alternatives for the interchange of M-14 and the modal interactions with Huron River Drive, Huronview Boulevard and North Main. The Toole Design Team will develop schematics and trade-off metrics for up to three alternatives, including proximate interchanges and diverted interchanges.

Land Use and Transportation Consistency Review

The Toole Design Team will assess future development capacity along the corridor, building on the future land use development review in Task 2, to highlight how project alternatives might consider and respond to anticipated development opportunities along the corridor.

Internal City Staff and Consultant Team Design Workshop

Once we are prepared to dive into the production of draft alternatives, Toole Design host a two-day internal design workshop to develop, iterate, and review design concepts with City staff and stakeholders. We have found that bringing our team of planners, urban designers, and engineers into a community increases efficiency in transparency in the planning and design process, and that having stakeholders, staff, and the consultant team in the same location results in stronger overall plan vision, design concepts, and implementation recommendations.

If desired, we can pair the internal design workshop with one of the public open houses and run the workshop like a traditional charrette with feedback loops, a mix of internal work sessions, external presentations, and external work sessions.

The exact nature of the products produced during the workshop will be determined based on what we hear from the community, though the focus will be on developing sound concepts that will become elements of the final plan. The products will include a summary of the inputs and design considerations, multimodal circulation improvement options, Complete Streets design concepts, and initial ideas on implementation options. This workshop will help us jumpstart concept design for the preferred alternative.

Concept Design for Preferred Alternative

Once the internal workshop and alternatives screening are complete and we have the second public open house, Toole Design will develop a plan view concept design for the preferred alternative for the full extents of the corridor.

Visualizations

The plan view concept design will be supplemented by cross-sections for each typical segment and perspective renderings at up to three locations.

Planning-Level Cost Opinion

Toole Design will prepare a planning-level cost opinion for the preferred alternative concept. The cost opinion will include project development support, right-of-way, permitting, environmental mitigation, and construction phases. To the greatest extent possible, cost estimates will be based on locally available unit costs from recently constructed pedestrian, bicycle, corridor, and streetscape projects.

Draft Report, Final Report, and Presentation

At this phase of the project, the Toole Design Team will be excited to aggregate the recommendations into a North Main Street Transportation Study Report. The document will summarize the overall planning process, engagement reach and input, existing conditions analysis, recommendations, and the preferred concept design. Throughout the planning process, the Toole Design Team will thoughtfully craft interim deliverables and content to feed directly into the draft report. Toole Design will deliver an Administrative Draft Report to the City and incorporate City comments on the Administrative Draft Report into a Public Draft Report for stakeholder and community review. We anticipate that City staff will distribute to internal departments and/or other agencies as needed and provide one set of consolidated, non-conflicting comments on the Administrative Draft Report.

We recommend sharing the Public Draft Report via an online PDF commenting tool to collect public feedback. We have found this an effective tool to collect public feedback on plan documents. Comments are consolidated into one spreadsheet to be able to track comments. Additionally, participants can see other participants' comments, which can be valuable for project transparency and community support.

Toole Design will take feedback received from staff and community members on the Public Draft Report and revise the document as necessary. In collaboration with the City Project Manager, our team will document all comments received and indicate how the feedback was addressed as part of the final report. We have found this is an important step for planning participants to feel they have been heard. Not all comments may influence edits to the Public Draft Report but keeping a record of the feedback will be an important step in the process. The Final Report will be delivered as an ADA-accessible PDF. In addition to the Final Report, we will develop a summary presentation that can be used in future project engagement and presentations to Commissions and City Council.

Task 6 Deliverables

- Alternatives Screening Matrix
- Cross-sections and plan view graphics for up to three alternative concepts
- Land use and transportation consistency summary
- Materials and attendance at two-day in-person design workshop
- Concept design for the preferred concept for the full extents of the corridor
- Cross-sections for each typical segment and perspective renderings at up to 3 locations for the preferred concept
- Planning-level cost opinion
- Administrative Draft Report
- Public Draft Report
- Final Report
- Final Summary Presentation

Project Schedule

We assume a 12 month schedule for the project, running from July 2025 to July 2026. A draft schedule is shown below

A2 N Main St Transportation Study Schedule

Updated 5/9/2025

Month		2025 July					August				September					October				November				December					2026 January				February				March					April				May					June				July			
	Holidays	4									1									27				25	1																				25					4							
Week (Monday date)	Notes	30	7	14	21	28	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24	1	8	15	22	29	6	13	20	27	3	10	17	24	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29	6	13	20	27
Task 1: Project Management																																																									
Kickoff Meeting			M																																																					
Bi-weekly calls with Ann Arbor PM (30-minute) + Agenda	Up to 24		M		M		M		M		M		M		M		M		M		M		M		M		M		M		M		M		M		M		M		M		M		M		M		M		M		M	
PMT Meetings	Up to 12			M				M					M				M					M				M				M					M				M				M					M				M			
Monthly Invoices and Progress Reports	Up to 12		M				M					M				M				M				M				M				M				M				M				M					M				M			
Task 2. Existing Conditions Assessment																																																						
Crash Analysis																																																							
Summary of Existing Traffic Volume and Multimodal Travel Data																																																						
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Develop Corridor Vision and Goals																																																						
Existing Conditions Summary Memo															M	M	M																																						
Task 3. Public Engagement																																																						
Public Engagement Plan																																																						
Pop-Up Events																																																						
In-Person Open Houses																								M																M															
Online Survey																																																						
Stakeholder Meetings	up to 5, as needed																																																					
DDA and Transportation Commission Presentations											1																						2																			3			
Engagement Summary Memo																																																			M	M	M				
Task 4. Data Collection																																																						
Addiitonal Data Collection Plan									25																																													
Summary of Existing and Additional Collected Data																																																						
Task 5. Modeling																																																						
Existing Conditions Modelling																																																						
Alternatives Analysis																																																						
Multimodal HCM Assessment																																																						
Summary Memo																																	M	M	M																			
Task 6 Concept Development																																																						
Develop Basemap																																																						
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Planning Level Cost Opinion																																																					
Draft Report																																																			M	M	M				
Final Report and Presentation																																																					M	M	M	

: Work In Progress
M : Milestone
: Deliverable Date
: Ann Arbor Staff Review Week
: Internal Consultant Team Review Deadline
: Potential Data Collection Period
: Typical Holiday week
25 : UM Fall Semester First Day, likely first day for AAPS

Fee Estimate

The table below shows our draft fee estimate for the project.

A2 N Main St Transportation Study		Toole Design									WSP													
	Staff Name	López	Lippens	Parker	Goode	Colman	Gibson	Lockwood	McKeag	Miller	McArthur	Hill	Davis	Lamb	Ceifetz	Yassin	Cook	Peters	Rodeman	Helman	WSP	Reed-Jones		
	Project Role	Principal-In-Charge	Project Manager	Deputy PM	Existing Conditions and Data Collection Lead	Concept Development Lead	Traffic Engineering Strategic Advisor	Transportation Design Technical Advisor	Concept Development and Visualization	Public Engagement Lead	WSP Team / Modeling Lead	QA/QC	Lead Planning Support	Planning Support	Safety Lead	Safety Engineer	Traffic Engineer	Traffic Engineer	Project Admin	Public Engagement Support	Creative Services Support	Public Engagement Support		
	Billing Rate	$238.00	$264.00	$204.00	$120.00	$190.00	$260.00	$320.00	$148.00	$122.00	$201.86	$271.87	$258.95	$104.55	$274.17	$165.58	$156.62	$98.52	$119.45	$175.60	$135.64	$117.92	Subtotal (hrs)	Subtotal ($s)
Task 1. Project Management																								
Kickoff Meeting		1	2	2	1		1			1	2		2	2	2	2	2	2		2			24	$ 4,548
Bi-weekly calls with Ann Arbor PM (1/2-hour) + Agenda + Meeting Minutes	Up to 24	2	12	24							24			24				24		24			134	$ 22,473
PMT Meetings	Up to 12	2	24	24	12	6	6			6	24			24	2			24		4			158	$ 27,549
General Project Administration		6	12	12															12				42	$ 8,477
Monthly Invoices and Progress Reports	Up to 12	6	12								12							12					42	$ 8,201
Task 1 Subtotal		17	62	62	13	6	7	0	0	7	62	0	2	50	4	2	2	62	12	30	0	0	400	$ 71,248
Task 2. Existing Conditions Assessment																								
Crash Analysis		4	4	8	22																		38	$ 6,280
Summary of Existing Traffic Volume and Multimodal Travel Data		4	4	4	16		2																30	$ 5,264
Gap Analysis			2	4	16																		22	$ 3,264
Road Safety Audit			8	8							24	4		16	32	40	24	40	0				196	$ 34,445
Previous Plan Summary		4	4	2	12																		22	$ 3,856
Future Land Use Development Review			12	12	24																		48	$ 8,496
Develop Corridor Vision and Goals		4	8	2																			14	$ 3,472
Quality of Life and Economic Development Case Studies			4	8	32																		44	$ 6,528
Existing Conditions Summary Memo		8	8	8	16																		40	$ 7,568
Task 2 Subtotal		24	54	56	138	0	2	0	0	0	24	4	0	16	32	40	24	40	0	0	0	0	454	$ 79,173
Task 3. Public Engagement																								
Public Engagement Plan		2	4	4						24	2		2	2	2					12	0	8	62	$ 10,006
Website Content			4	8						24										10	12	16	74	$ 10,886
Marketing Materials			4	8						32										10	12	16	82	$ 11,862
Pop-Up Events	Up to 5	4	16	40						64	4				4			8		28	4	40	212	$ 34,013
In-Person Open Houses	Up to 2	4	40	40						64	4				4			8		28	4	40	236	$ 40,349
Online Survey	Up to 2	2	8	8						40										20	2	16	96	$ 14,770
Stakeholder Meetings	Up to 5		20	20						40													40	$ 9,360
DDA and Transportation Commission Presentations	Up to 3 each		6	12																			18	$ 4,032
Engagement Summary Memo		8	4	4						20										8	2	8	54	$ 8,835
Task 3 Subtotal		20	106	144	0	0	0	0	0	268	10	0	2	2	10	0	0	16	0	116	36	144	874	$ 144,113
Task 4. Data Collection																								
Additional Data Collection Plan			2	4	8																		14	$ 2,304
Summary of Existing and Additional Collected Data		8	2	4	8																		22	$ 4,208
Task 4 Subtotal		8	4	8	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	36	$ 6,512
Task 5. Modeling																								
Existing Conditions Modelling			4	4			8				8	4					40	80					148	$ 20,801
Alternatives Analysis			4	4			8				8	4		8			32	80					148	$ 20,384
Multimodal HCM Assessment			2	2			8								4	16	8	40					80	$ 11,956
Summary Memo		8	4	4			8				8	2				8	16	32					90	$ 14,998
Task 5 Subtotal		8	14	14	0	0	32	0	0	0	24	10	0	8	4	24	96	232	0	0	0	0	466	$ 68,139
Task 6. Concept Development																								
Develop Basemap						24																	24	$ 4,560
Alternatives Screening		2	16	8		32	8	8	48		8	2	2	8			8	16					166	$ 30,498
Land Use and Transportation Consistency Review			8	8																			16	$ 3,744
Internal City Staff and Consultant Team Design Workshop			24	32		32	32	32	32		8	2	2	8	2		2	2					210	$ 46,812
Concept Design for Preferred Alternative		4	16	16		60	8	8	40		4	2	2	8			8	8					184	$ 35,147
Visualizations			16	8		8			64														96	$ 16,848
Planning Level Cost Opinion			2	2		24	4																32	$ 6,536
Draft Report		16	16	40	40	8	4			8	8	2	2	16	8	8	32	40					248	$ 41,348
Final Report and Presentation		8	16	24	24						8	1	1	8	1	2	8	16					117	$ 20,321
Task 6 Subtotal		30	114	138	64	188	56	48	184	8	36	9	9	48	11	10	58	82	0	0	0	0	1093	$ 205,814
Total Labor Hours		107	354	422	231	194	97	48	184	283	156	23	13	124	61	76	180	432	12	146	36	144	3323	
Total Labor Fee		$ 25,466	$ 93,456	$ 86,088	$ 27,720	$ 36,860	$ 25,220	$ 15,360	$ 27,232	$ 34,526	$ 31,491	$ 6,253	$ 3,366	$ 12,964	$ 16,725	$ 12,584	$ 28,192	$ 42,561	$ 1,433	$ 25,638	$ 4,883	$ 16,981		$ 574,999
Total Toole Design Labor Fee																								$ 371,928
Toole Design Direct Expenses																								$ 10,980
Toole Design Subtotal Fee																								$ 382,908
Total WSP Labor Fee																								$ 203,071
WSP Direct Expenses																								$ 1,032
WSP Subtotal Fee																								$ 204,103
Traffic Counts (3 bike/ped, 10 TMCs, 2 ADTs)																								$ 12,860
Total Project Fee																								$ 599,871