

DRAFT SCOPE OF WORK
TLC Grant for Minneapolis Pedestrian Master Plan

Purpose: This \$150,000 award is given to help the City of Minneapolis complete a Pedestrian Master Plan that will enable the City to identify barriers to walking, develop recommendations to overcome those barriers and prioritize investments. This plan should contribute to an increase in walking for transportation purposes by 2010.

Scope of Work: The plan and/or its development will include, but not be limited to, the following components:

1. Infrastructure evaluation – Starting with the sidewalk inventory completed as part of the Minneapolis 10-year Transportation Action Plan, the City will collect and evaluate the condition of pedestrian facilities related to:
 - a. continuity and connectivity of existing pedestrian facilities (gap analysis)
 - b. quality of the pedestrian infrastructure (width of sidewalks and trails, condition of sidewalk or trails, width of boulevard, clearance from obstructions, directness of route, lighting, etc.)
 - c. safety and convenience of pedestrian crosswalks, including delays at intersections, crossing distance and median placement or refuge islands, visibility, and directness of crosswalks and sidewalks
 - d. identification of key existing and planned destination points within downtown and neighborhoods (including transit stops) and analysis of how to improve conditions for non-motorized travel to these destinations.
 - e. evaluation of way finding within the City
 - f. opportunities for pedestrian districts and plazas or other special facilities to promote walking

2. Safety evaluation - The plan will include a comprehensive analysis of how to increase the safety of pedestrians focusing on:
 - a. locations and causes of pedestrian crashes
 - b. crime trends and prevention strategies
 - c. level of enforcement, current statutes and policies impacting motorist behavior
 - d. educational efforts (existing and proposed).

3. Policy evaluation –The City will evaluate city policies, programs, and practices that can impact pedestrian travel. Areas of investigation shall include: road, sidewalk and trail design standards, funding policies, lighting policies, street tree installation, traffic control, traffic regulations and enforcement, street and sidewalk maintenance, street furniture and utility placement, land use requirements, parking requirements, zoning regulations (building design and placement) and other relevant programs .

4. Capital Improvements Program Priorities – Pedestrian needs identified as described above will be prioritized; projects that have the greatest impact to increase walking (and decrease driving) will be identified; and cost estimates will be developed.

5. Funding Tools – Recommended funding sources and strategies for implementing capital improvements and policy recommendations will be developed for immediate, mid-term and long range implementation.

6. Public Participation -- The Minneapolis Pedestrian Advisory Committee will advise the Public Works Department in developing the Pedestrian master plan. In addition, there will be a minimum of three public meetings to guide and assist the planning process. The plan will integrate and support the efforts of “Walking Minneapolis.”

7. Project Management – The Pedestrian Plan will be managed by a team that will include City of Minneapolis transportation planner(s), with input from Transit for Livable Communities, and the chair of the Minneapolis Pedestrian Advisory Council

8. Timeline – The following markers will be reached in accordance to the timeframe specified below .

- March 2007 – Scope of work approved, RFA developed and announced
- May 2007 -- Pedestrian crash analysis last 5 years completed (Mpls. staff or TLC); understanding of modal share trends, barriers, and opportunities.
- July 2007 – Consulting firm(s) begin public participation process; review of policies; analysis of existing conditions; review and incorporation of TLC’s Preliminary Assessment
- September 2007 – Analysis of Practices and Policies and recommendations completed
- November 2007 – Needs Analysis completed with recommendations for capital projects.
- January 2008 – Draft of full Pedestrian Plan completed
- March 2008 – Public review process completed
- May 2008 – Final plan submitted for Council approval
- July 2008 Final Plan approved