

Tri-Community Non-Motorized Trail Committee  
1/29 AGENDA:

- 1) Call to Order
- 2) Roll Call
- 3) Approval of Minutes
- 4) Approval of Agenda
- 5) Public Comments (3 minutes)
- 6) Old Business
- 7) New Business (Speakers):
  - Julie Clark, Executive Dir., Traverse Area Recreation & Transportation (TART) Trails
  - Brian Lechel, Director, Saginaw Parks & Recreation (Saginaw Valley Rail Trail)
- 8) Open Committee Discussion
- 9) Review next steps;
  - Engineering RFP
  - Future Speakers/Topics
- 10) Public Comments (3 minutes)
- 11) Adjourn

# Blue Star Tri-Community Non-Motorized Trail Committee

Minutes: Jan 15, 2021 Meeting

Meeting commenced at about 2:20 instead of 2 due to tech issues.

**Present:** Brenda Marcy, Cindy Osman (missed due to tech issues), Jerry Donovan, Kathy Mooradian, Ken Trester, Holly Leo, John Adams, Richard Donovan. Also attending were Griffin Graham, Twp Manager, Karen Doyle Hayman, Interim City manager of Saugatuck and Rich Labombard, City Manager of Douglas

Motion to approve minutes made by R. Donovan, seconded by Adams

Motion to approve agenda made by Trester, second by Mooradian

Holly called for public comments. Dan Fox requested that the email he submitted for the packet be withdrawn from discussion. (item 10 on agenda).

**New Business.** FOBST representatives went through a slide presentation on the design options that had been done earlier by Fleis and Vanderbrink, Saugatuck's engineering firm. R. Donovan started the presentation with a summary of what we were to see and consider. He reminded us that MDOT must approve the design, but they tend to go along with AASHTO standards. FOBST won't go along without MDOT. MDOT won't tell ahead if they will approve a design so it must be submitted then they accept, reject, or give suggestions for what will work. Remaining concerns were mentioned- safety, aesthetics, cost and maintenance, and must be considered in design decisions.

Clark Carmichael presented the designs. His documents and presentation covered the trail for the Tri community, not just the bridge component.

For the bridge crossing 2 options were shown. Option 1 is a 2 Lane.

Option 2 is a 3 Lane. Engineers F & V terminated in Fall 2019 with finished design on option 1, but never finished option 2 in detail. We

were told MDOT is informally ok with option 2 also. Many views were shown from different traffic patterns with pros and cons mentioned. R.

Donovan discussed the cost and provided information about traffic signals which are optional. Note: not covered by FOBST, likely a CMAQ request.

All costs outlined in the presentation are rough at this point due to age and rising costs since last gathered. They also do not include any further engineering costs. Also presented were two options to bring the trail north into the township. One is to go from Blue Star Hwy to Holland street through Alamanchien Park, the other would go North Street to

Elizabeth to Holland bypassing the park. Some pros and cons were discussed.

**Open Discussion:** FOBST was thanked for the presentation and great clarity it provided. Adams stated it is best to follow AASHTO standards due to MDOT and that getting exceptions will lengthen and possibly hurt the grant money coming in. Competitive to get the money so it goes to those who most closely meet standards. Leo pointed out the 2 lane is fully engineered the 3 lane is not. FOBST budgeted 13K for design and has already spent 28. A representative from law enforcement, Allegan Co Lieutenant Brett Ensfield shared general concerns from his point of view. “An open roadway is always easier for cops.”

**Next steps:** All agreed that the safety professionals had to review the plans and provide input, educate the committee etc to move forward. Still need to select an engineering firm but need design to begin.

Committee is responsible for this not FOBST. All agreed to meet every two weeks on Fridays at 2 PM. Next meeting is January 29, 2021.

**Public Communications:** John Pordonzik spoke of the piece on Lake street in front of Indian Summer but it is not part of the trail project in the end. Barry Johnson had technical questions about the footage, distances etc. and shared his worries about traffic congestion. Bob Eder believes there should be a traffic light at Lake street with or without the trail due to safety.

Marcy made a motion to adjourn, R. Donovan seconded.

Minutes submitted 1/20/21



<https://www.traversetrails.org/about/>

Julie Clark

Executive Director, Traverse Area Recreation & Transportation (TART) Trails

Julie has a long history in trail planning and development working on local, state, and national trail efforts throughout her career. Her background in ecology and communications and her passion for helping people explore, enjoy, and enrich their community is put into practice every day as the Executive Director of Traverse Area Recreation & Transportation (TART) Trails.

Julie and her family looked long and hard around the country for a community that they believe supported a planning and development approach that promotes clean air and water and provided meaningful ways to move around the community outside your car. They found that spot in northern Michigan in 2010 when she accepted the job as TART Trails' Executive Director. In this role, Julie provides leadership and oversees the delivery and execution of TART Trails' vision of happy, active people making connections through a world-class trail network. Active in trail development efforts and policies at the local, regional and state level, she currently serves on the Michigan State Parks Advisory Committee and as Chair of the Michigan Trails and Greenways Alliance. She and her family live near downtown Traverse City and couldn't be happier to call northern Michigan home.



## **Parks Director** **Brian Keenan - Lechel**

Brian joined the Saginaw County Parks and Recreation Commission in 2015 as the Director. In his role, Brian leads the long-term vision and day-to-day operations of the Department with guidance from 10 Parks Commissioners and support from four full-time and thirty seasonal staff. Brian is a graduate of Central Michigan University with a Bachelors degree in Community Leisure Services Administration with minors in Event Management, Leadership and Hospitality. He is currently enrolled in CMU's Masters of Public Administration program. Prior to Saginaw County, Brian worked as the Community Director at the YMCA of Saginaw. Additional past experience includes work with Morey Courts in Mount Pleasant, MI. Brian enjoys the overlap of personal and professional passions outside of work, where he enjoys fishing, hiking, camping, golfing (disc and ball), biking and is an avid soccer player and coach. He lives in Saginaw with his wife Sarah where his community involvement includes:



Positive Results Downtown Saginaw (PRIDE) Board of Directors  
Saginaw Basin Land Conservancy Board of Directors  
Great Lakes Bay Regional Trail Board  
Great Lakes Bay Community Advisory Council Member  
Keep Saginaw Kicking Charitable Kickball Tournament Co-founder  
Row, Ride, Run



[https://www.saginawcounty.com/departments/parks\\_recreation/history\\_of\\_saginaw\\_valley\\_rail\\_trail.php](https://www.saginawcounty.com/departments/parks_recreation/history_of_saginaw_valley_rail_trail.php)

DRAFT 1/23

TO: Tri-community Committee for the Blue Star Trail ("TCC")

FROM: John Adams, Richard Donovan

DATE: January , 2021

RE: Engineering

Holly conveyed an inquiry from a member of the TCC about what engineering is left to be done on this north section of the Trail. In other words, what do we need to hire an engineering firm to do.

This question is answered by the attached draft request for proposal ("RFP"), which we propose to review with you at our upcoming meeting. It could be sent out by the FOTBST, or one or all of the tri-communities. We will also review the choice of firms to which we might send the RFP. We are convinced that having an engineer is crucial to keeping our timeline.

To further assist you, following is an abbreviated list of the key tasks for the engineering firm, in rough chronological order:

1. Review the conceptual engineering plans to date (only the 2-lane option in City and Park option in Township), and the rough plans for the other options, and inspect the site;
2. Advise the TCC about the pros and cons of the route and design options, including updated cost estimates, likelihood of approval by MDOT, and impact on traffic flow and safety of all;
3. Review with the emergency responders the options under consideration and their potential impact on response times;
4. Review options with other stakeholders (Road Commission, governing bodies);
5. Finalize conceptual plans based on input received and review of ROW information
6. Take the lead in preparing grant applications to MDOT and MDNR;
7. Act as liaison with MDOT and DNR during the review process, answering questions from their engineers and negotiating any requested modifications to the plans;
8. Perform survey work (site grades, existing conditions, wetland delineation, threatened species inventory), obtain and review traffic studies if necessary, obtain necessary permits.
9. Prepare required construction plans (the plans created so far are only conceptual plans that are insufficient for a contractor to actually build the trail) and cost estimates for MDOT program;
10. Complete grade inspection walk-through with MDOT engineers to finalize safety standards and completeness of plans;
11. Attend pre-construction meetings with contractor and then oversee the actual construction to be sure the work conforms to the plans, and maintain the documentation required by MDOT for each phase of construction;
12. Provide regular reports to the TCC and municipalities during the process.

DRAFT 1/22/2021

TRI-COMMUNITY COMMITTEE  
FOR THE  
BLUE STAR TRAIL (“TCC”)

**REQUEST FOR PROPOSAL FOR ENGINEERING SERVICES**

**I. INTRODUCTION**

The TCC was created by joint resolution of Saugatuck Township, the City of Saugatuck, and the City of the Village of Douglas. It is made up of representatives from those three municipalities and the Friends of the Blue Star Trail (a 501(C)(3) corporation)(“FOTBST”). The three municipalities and the FOTBST intend to build sections of trail to connect to existing sections, which will then constitute the 4.5 mile north section of the Blue Star Trail (“Trail”). The Trail will eventually extend approximately 20 miles from Saugatuck Township in the north to the Kal-Haven Trail in the south.

Your firm is invited to submit a proposal to provide professional engineering and related services related to planning, design, and construction of the north section of the Trail.

It is our present intention to submit an application to MDOT for a TAP grant for the project by October 2021 and an application to MDNR for a grant by April 2022. Accordingly, we seek to retain an engineering firm as soon as reasonably possible.

TAP and DNR grants are expected to pay for approximately 75% of the project’s construction costs, with the balance raised from private sources by the FOTBST. Substantial private fundraising has already begun, and the fees for engineering are largely in place.

Further information may be found at [www.fotbst.org](http://www.fotbst.org), including certain digital renderings and preliminary conceptual engineering drawings.

This RFP and your response do not constitute a binding agreement. Neither the TCC or its members assumes any responsibility or liability for costs incurred by a respondent prior to the execution of a Professional Services Agreement.

**II. PROJECT OUTLINE AND PRELIMINARY SCOPE OF WORK**

The following describes, very generally, the scope of work and objectives for the project as the TCC currently envision them. It is intended to inform respondents

about the team's view of the project. Respondents past experience and/or understanding of local issues may cause them to suggest other professional service needs or approaches. These suggestions are welcome and the ultimate goal of the selection process is to jointly develop a scope of work and timeline before entering into a contract.

The long-term success of the overall project hinges to a large extent on positive public perception of this first phase and the development of a process for raising the project's visibility, engaging the local communities, and sustaining public enthusiasm for completion of the entire trail.

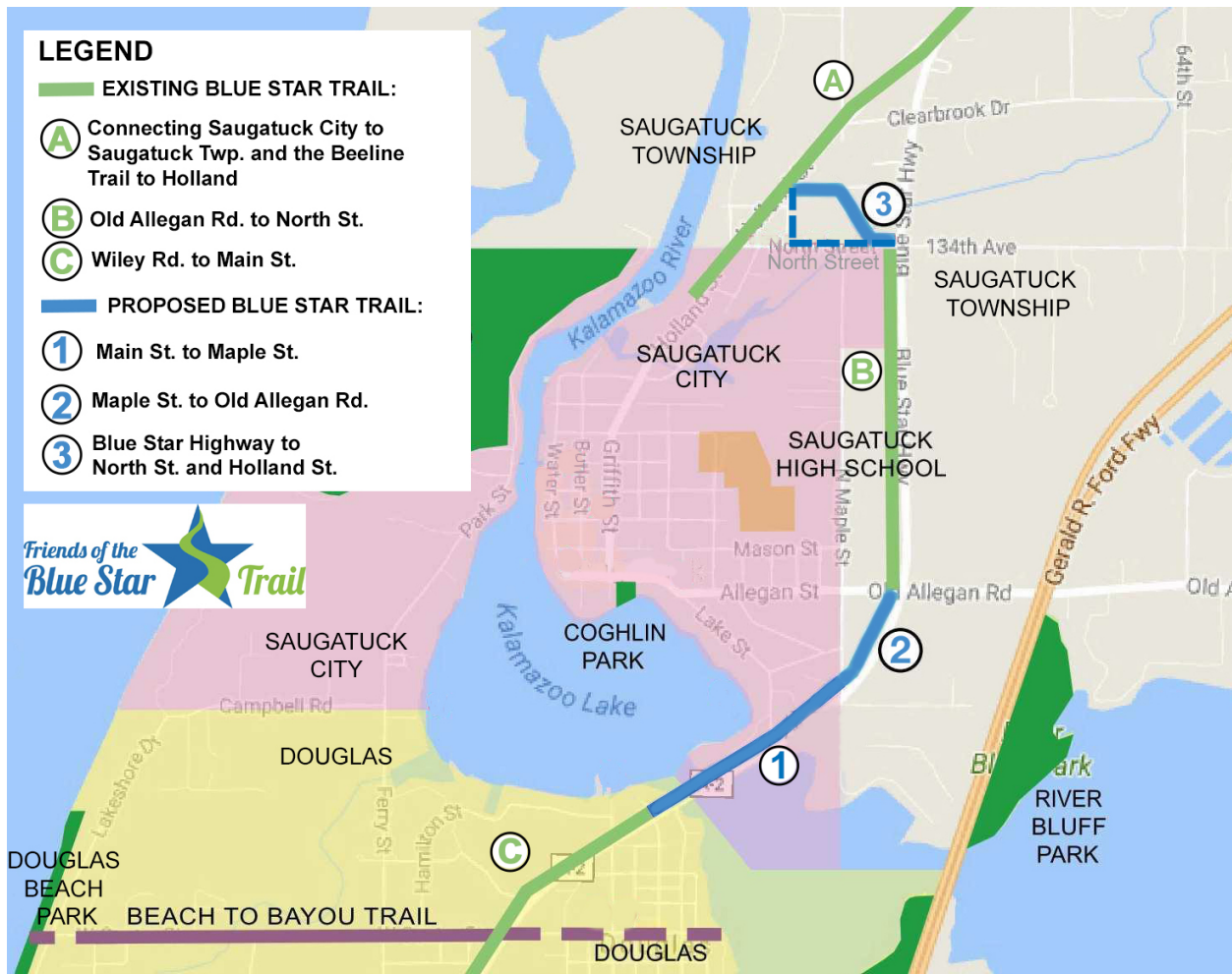
Anticipated areas of expertise needed to make this a successful project are believed to entail at least the following:

- Significant public, community, and governmental input and involvement-planning and communications
- Alternative route development and evaluation based on local and regional desirability and feasibility
- Environmental assessment capacity
- Familiarity with state and federal permitting requirements (e.g., MDEQ, MDOT)
- Experience with federal and state grant funding sources and management
- Field surveying
- Trail funding, including coordination with a fiduciary,
- Trail design according to federal and state design standards (e.g., AASTHO, NACTO, ADA)
- Ability to provide constructability and construction cost estimates
- Trail amenity and economic enhancement planning and design
- Right of way acquisition
- Bidding and construction phase engineering and project administration services
- Multi-jurisdictional project coordination, facilitation and execution experience
- Ability to coordinate and execute projects utilizing multiple funding sources (public -local, state, federal and private)
- Respondents must demonstrate the ability to deliver contracted services within time and budget constraints
- MDOT prequalification preferred

The map on the following page shows the sections of trail already completed and the three sections that are the basis for this RFP.







In 2018, a TAP grant application was prepared with engineering by Hurley Stewart, for the sections labeled 2 and 3; the grant was not pursued due to concerns of the City of Saugatuck. In 2019, Fleis & VandenBrink prepared conceptual drawings for one option for the section labeled 1, but no decision has been made as to the design for that section.

Specific tasks are expected to include, but are not limited to:

1. Evaluation of engineering conducted to date.
2. Advising the TCC on conceptual choices for route and design, including a preferred, satisfactory-to-MDOT design for the Trail across the Kalamazoo River Bridge and whether to route the Trail through Alamanchier Park in the Township.
3. Conferring with the Fire and Police Departments about possible concerns and solutions.
4. Primary responsibility for preparation of grant applications.

5. Presentations to the governing bodies of the three municipalities and FOTBST as requested.
6. Preparation of plans, specifications and estimates of costs for the project, detailed studies on specific items, preparation of reports, land surveying activities, construction inspection and oversight, and construction contract administration.
7. Oversight of construction according to MDOT TAP guidelines, including verifying that all materials provided and work performed are in conformance with the project plans and specifications, and maintenance of all documentation according to industry standards.
8. Coordination with the grant agencies and the Act 51 agency, presumed to be the Allegan County Road Commission.
9. Ongoing communication with the TCC or its successor about the status and future timeline.

### III. REQUIREMENTS FOR RESPONSE TO RFP

Please include at least the following in your response:

1. Name, address, and brief history of firm and services provided related to this project. If teaming, a description of the role of each team member and their relationship to each of the other team members.
2. Resumes of key personnel to be assigned to this project, including the project manager, landscape architect, and traffic engineer.
3. Related experience during the last five years.
  - i. Include projects where professional services related to complex, multi-party, multi-jurisdictional, multi-year projects were performed.
  - ii. Include examples of other projects that are similar in scope to this one. Include a project synopsis and your role in the project
  - iii. Include examples of project budgeting, cost estimating and results. Include the name of the project, a contact person, and dollar amount for each example.
4. Your proposed work plan, including identification of any subcontractors expected to be needed.
5. An estimate or range of the cost of your services, itemized as much as possible.
6. Budget, cost controls experience, and results.
7. Familiarity with local area-geography and facilities, prior work with Allegan County Road Commission.
8. A description of any instance in which you worked with a Fire or Police Department in the design of a road or trail.

9. Your experience with the use of so-called smart traffic signals that can be remotely controlled.
10. References for your firm and the project manager, from similar projects.
11. A statement regarding any conflicts of interest. If any exist, how will they be resolved.
12. A copy of your standard form of contract for projects of this type. It is anticipated that all three municipalities will be signatories to the contract.
13. You are invited to include a maximum of five pages of additional information if you feel it may be useful and applicable to this project.

This information, along with interview results, will be used to rank respondent. The TCC will select one firm, although each municipality will need to approve the contract with the firm.

#### IV. SUBMISSION

Any questions should be directed to \_\_\_\_\_.

Please email your response to \_\_\_\_\_ no later than noon on February \_\_, 2021.

We expect to meet (virtually) soon thereafter with the project manager and team from two finalists. The selected Respondents will be given the opportunity to discuss in more detail their qualifications, past experience, proposed work plan and fee proposal. The interview must include the project team members expected to complete a majority of work on the project, but no more than 6 members total. The interview shall consist of a presentation by the Respondent, including the person who will be the project manager on this Contract, followed by questions and answers. Audiovisual aids may be used during the oral interviews.

Thank you for your interest in the Blue Star Trail

## To the Non-Motorized Trail Committee

One of the common themes invoked to extend the Blue Star Trail is the need for "connectivity." To the north, that means finding a good route to connect currently disjointed portions of the trail to the existing trail along Holland Street. And beyond to the City of Holland by way of the existing 64th Street trail. To the south, it means creating a plan to connect to the trail said to be underway in South Haven.

Perhaps the most vexing obstacle to the trail's connectivity to the south comes, ironically enough, in the form of two bridges. both over Interstate 196; one immediately south of Douglas, and the other north of Glenn.

A Michigan State Highway Department engineering illustration with detailed measurements for the south-of-Douglas (Exit 36) bridge is attached. It shows the bridge now offers 42 feet of clear roadway (two traffic lanes, and a merge lane for traffic exiting I-196 and heading north on Blue Star Highway), with another approximately 7 feet devoted to sidewalks on either side of the bridge. It is highly unlikely that the State Highway Department and/or federal highway authorities will permit any narrowing whatsoever of the vehicle lanes. The bridge near Glenn is configured for only two lanes of traffic and so is also unlikely to be narrowed to accommodate a trail.

My questions to this committee:

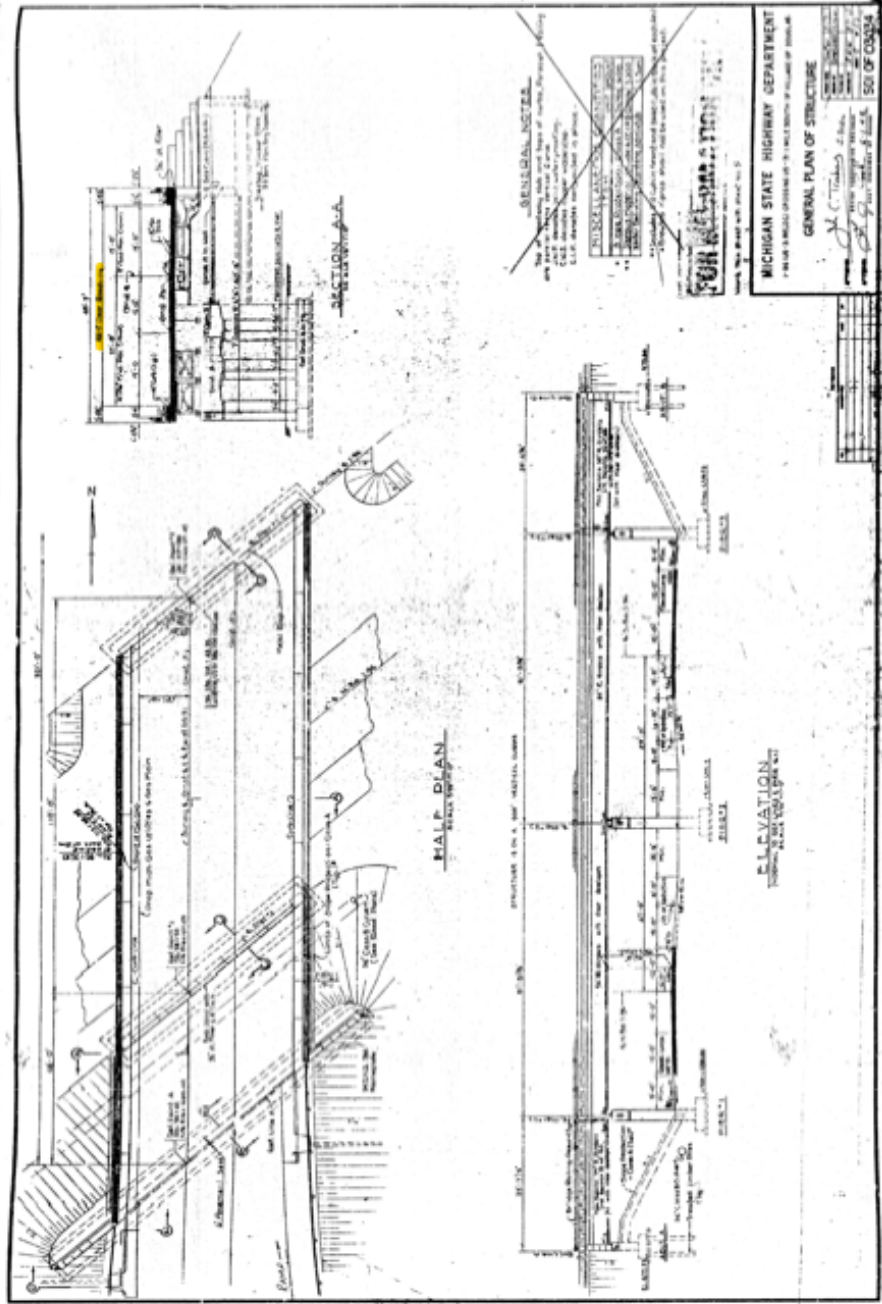
1) What is the trail plan to twice cross the interstate highway safely?

2) Without a preliminary discussion and hypothetical plan--or even a rough idea--are we deluding ourselves as to these serious obstacles, and potentially committing scarce resources to a trail that may well never achieve the required connectivity?

Thank you.



Dan Fox



**GENERAL NOTES**

The drawings shall be read in conjunction with the Specifications for Highway Structures, Part 100, and the Standard Specifications for Highway Construction, Part 100, both published by the Michigan State Highway Department.

**REVISIONS**

NO.	DATE	DESCRIPTION
1	10/1/50	As Shown
2	10/1/50	As Shown
3	10/1/50	As Shown
4	10/1/50	As Shown
5	10/1/50	As Shown
6	10/1/50	As Shown
7	10/1/50	As Shown
8	10/1/50	As Shown
9	10/1/50	As Shown
10	10/1/50	As Shown

**FOR APPROVAL**

DATE: 10/1/50

BY: [Signature]

**MICHIGAN STATE HIGHWAY DEPARTMENT**

GENERAL PLAN OF STRUCTURE

PROJECT NO. 100-100-100-100

DATE: 10/1/50

BY: [Signature]

FOR APPROVAL

DATE: 10/1/50

BY: [Signature]

100-100-100-100