



City of Keene, N.H.
Transmittal Form

February 14, 2019

TO: Mayor and Keene City Council
FROM: Finance, Organization and Personnel Committee
ITEM: D.6.

SUBJECT: Marlboro Street - Transportation Alternatives Grant - Public Works

COUNCIL ACTION:

In City Council February 21, 2019.
Voted unanimously to carry out the intent of the report.

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to accept and execute a Transportation Alternatives Program (TAP) grant from the New Hampshire Department of Transportation (NHDOT) and to execute a Memorandum of Understanding for bicycle, pedestrian, streetscape, and roadway improvements on Marlboro Street corridor, including the construction of a connection to the Cheshire Rail Trail in the vicinity of Bartholomew Court.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends that the City Manager be authorized to do all things necessary to negotiate and execute a sole-source professional service contract with DuBois & King for engineering and technical services for grant-funded pedestrian, bicycle, streetscape and roadway improvements on the Marlboro Street corridor for an amount not to exceed \$119,600 with funding to come from the Marlboro Street and Utilities Reconstruction Project.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the City Manager be authorized to do all things necessary to negotiate and execute easements and access agreements required for the construction of pedestrian, bicycle, streetscape and roadway improvements on the Marlboro Street corridor.

BACKGROUND:

City Engineer Don Lussier was the next to address the Committee. Mr. Lussier stated the Marlboro Street corridor is going to be under construction this coming season. The CIP includes a number of projects, predominantly utility work. There are also funds for corridor improvements (street scape, bike lanes).

In the Fall 2018, staff applied for a Federal Highway Administration Grant and the suggestion was to use the funds Council appropriated for street scape work as the City's 20% match for this grant. On January 23, 2019, DOT informed the City it will be receiving this grant in the amount \$598,000 with a \$119,000 City match.

Mr. Lussier then went on to explain the proposed motions outlined for this item:

The first one is for Manager to be able to do all the paperwork necessary to receive this grant. The second action is to allow staff to begin the design process and award Dubois & King a sole source contract. Dubois &

King was selected through a competitive bid process to complete the design for the utility work. The consultant's scope of work still needs to be approved by DOT. The third item is to obtain temporary construction easements for the work on Marlboro Street.

Ms. Dragon noted the second motion does not have the term "sole source" and asked that this language be included as the Committee makes their recommendation.

Councilor Jacobs asked about the Memo of Understanding. Mr. Lussier stated this is between the City and DOT in reference to the grant. He also asked for explanation of the funding. It was explained the \$598,000 grant is comprised of \$119,600 of City funding which was previously appropriated in the CIP (the grant is for \$478,400). Councilor Jacobs clarified the \$119,600 amount is the same amount requested by Dubois & King and asked whether this was a coincidence. Mr. Lussier agreed it was a coincidence and added he took 20% of the contract amount, but this placeholder has not been negotiated to reflect the scope of service for the design contract

Councilor Powers asked whether water and sewer is separate from this work. He continued this year all of the utility work will happen and next year the curbs will be realigned curbs and the crosswalks installed.

Councilor Clark made the following motion which was seconded by Councilor Powers.

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