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DATE: January 14, 2020

TO: Board of Mayor and Aldermen

FROM: Micah Wood, Interim Town Planner

SUBJECT: Active Transportation Program (ATP) Grant Consultant – Phase 2 of the Thompson's Station Greenway

The Town received nine letters of interest for phase 2 of the greenway trail. After reviewing the letters of interest, five potential candidates were identified and interviewed by a three-person panel. The interviews were based upon the phase 2 evaluation as set forth in the TDOT advertisement of the project consisting of the firm's qualifications will TDOT Local Programs, ability to manage the project, current workload with TDOT Local Programs, technical approach to handling the project and the overall presentation during the interview process.

The interview panel is recommending Kimley Horn for the project. Kimley Horn demonstrated not only their knowledge and working relationship with Local Programs but such a studied and detailed understanding of our specific project beyond even their pursuit of this grant for us. They have a team with experience working with Local Programs and are prepared to manage the project from start to finish. They thoroughly understand NEPA, the TDOT process, Design, Utility Coordination, Bidding, CEI and can manage a project within appropriate timelines/deadlines.

At the November 5, 2019 meeting, the Parks and Recreation Advisory Board recommend Kimley Horn as the consultant for the phase 2 greenway project to the Board of Mayor and Aldermen.

Recommendation

Staff recommends approval of the contract for Kimley Horn as the consultant for the phase 2 greenway.