

Project Understanding

The Town of Wellesley is seeking to leverage ongoing Safe Routes to School planning to identify and prioritize safe walking and bicycling routes across the town. The current SRTS study is focusing on the 1/2- mile radius around the schools and the Town is interested in identifying routes connecting other areas. The proposed project will focus on developing a network of low-stress routes for people to walk and bike between destinations. It will also identify gaps and "low-hanging fruit" to expand these networks. The plan will communicate and publicize these routes.

This project will also build off other plans previously completed by the Town:

- Sustainable Mobility Plan
- Transportation Resources
- Wellesley Walks

Scope of Work

TASK 1: EXISTING CONDITIONS ANALYSIS

Kittelson will conduct an assessment of existing conditions for biking and walking within Wellesley, keeping a focus on information that will inform an implementation plan that meets the goals and priorities of the project. Data will be obtained through review of existing plans, readily available demographic and socioeconomic data, and existing resources provided by the Town.

For this analysis, we will use data that is readily available through the Town or other public agencies in GIS format or can be otherwise clearly communicated to the project team. Based on these data, Kittelson will document existing infrastructure assets, needs, barriers to use, and system gaps in the existing conditions chapter of the report. Kittelson will prepare visually engaging maps in GIS in addition to easily digestible narrative analyses and supportive graphics.

The existing conditions analysis will include the following:

- Document review of existing plans and policies, and related data files.
- Existing and planned pedestrian and bicycle facilities.
- Roadway characteristics such as street width, intersection controls, posted speed, traffic volumes and speeds (as available).

- Multimodal network and trip generators such as schools, parks, recreation areas, shopping areas, Employment centers, transit hubs.
- Existing land uses.
- Available census data of socioeconomic and demographic data, such as population and employment density, zero car households, children and seniors, people who commute by walking or biking, low-income areas, etc.
- Bicycle Level of Traffic Stress drawing on existing bicycle facilities and street characteristics datasets.
- Pedestrian Network Gap Analysis using existing sidewalk locations, pedestrian signals, curb ramp locations (as available).
- Kittelson will supplement the existing conditions analysis with field visits in select locations, conducted on foot or via bike to enhance our experiential understanding of the challenges and opportunities presented in the network. These field visits are also an opportunity for us to hear from key stakeholders on site.

Deliverables:

- One draft and one final graphic-focused existing conditions chapter to be included in the final plan, including text, graphics, maps, and tables to reflect the best format for each data element outlined above.

TASK 2: NETWORK IDENTIFICATION

Using the data reviewed during the existing conditions analysis, we will develop a proposed network of low stress connections for walking and biking to key destinations that will require minimal infrastructure improvements. Our approach to identifying these segments will follow a logical progression that explores existing infrastructure, land use, and community goals. We first identify barriers, such as limited access roadways, high traffic stress links, and frequency and quality of pedestrian crossings across major roads.

These high stress barriers are not suitable to travel along for people biking and may only be suitable for people walking if high quality sidewalks and crossings are provided. These barriers typically also have limited safe crossings for people biking and walking. Avoiding these barriers, we will work to identify a network of low-stress streets and sidewalks.

Deliverables:

- One draft summary map of bicycle and pedestrian network.
- One final summary map of bicycle and pedestrian network
- Summary text and infographics demonstrating key takeaways and benefits of proposed network

TASK 3: NETWORK IMPROVEMENTS

Once the proposed network has been identified, Kittelson will develop a toolkit of short-term, low-cost improvements that can be considered in different contexts to facilitate safe and comfortable travel for pedestrians and bicyclists. Using this toolkit, we will then identify locations where different types of treatments may be considered.

Deliverables:

- Toolkit of short-term improvements
- One draft summary map of proposed locations for improvements
- One final summary map of proposed locations for improvements

TASK 4: PUBLIC AND STAKEHOLDER ENGAGEMENT

Kittelson will prepare for and attend one in-person public meeting to present the proposed network and network improvements. The meeting will illustrate connectivity between origins and destinations to help encourage people to try biking for new trips.

Deliverables:

- Materials for and attendance at 1 in-person public meeting

TASK 5: PLAN PREPARATION

Kittelson will develop a visually rich Network Plan that includes an existing conditions chapter, the vision for the comprehensive network, assumptions and relevant design guidance, and recommendations. It will also include next steps and strategies for implementing the various recommendations with proposed timelines and identification of who should be responsible for each item or whose coordination is critical to moving forward.

Deliverables:

- One (1) draft Network Plan
- One (1) final Network Plan
- Digital copies of plan components and data

TASK 6 PROJECT MANAGEMENT

Kittelson will attend one in-person kick-off meeting and 3 virtual meetings with the Town to share project updates and discuss interim deliverables. In addition,

Kittelson's project manager will participate in biweekly virtual project check-in meetings with the Town's project manager.

Budget and Schedule

| Task | Time Frame | Budget |
|----------------------|------------------------|-----------------------|
| Existing Conditions | June/July 2024 | \$12,700 |
| Identify Network | August 2024 | \$9,300 |
| Network Improvements | September 2024 | \$6,500 |
| Public Engagement | September/October 2024 | \$4,100 |
| Plan Preparation | October/December 2024 | \$11,400 |
| Project Management | | \$6,000 |
| | | TOTAL \$50,000 |