



## PROJECT SERVICES AGREEMENT

**Project Name:** Sagamore Hills Trail Connectivity Study

**Location:** Atlanta, GA

**Client:** DeKalb County Transportation Division  
1950 West Exchange Place, Room 400  
Tucker, GA 30084  
Contact: David W. Pelton, P.E.

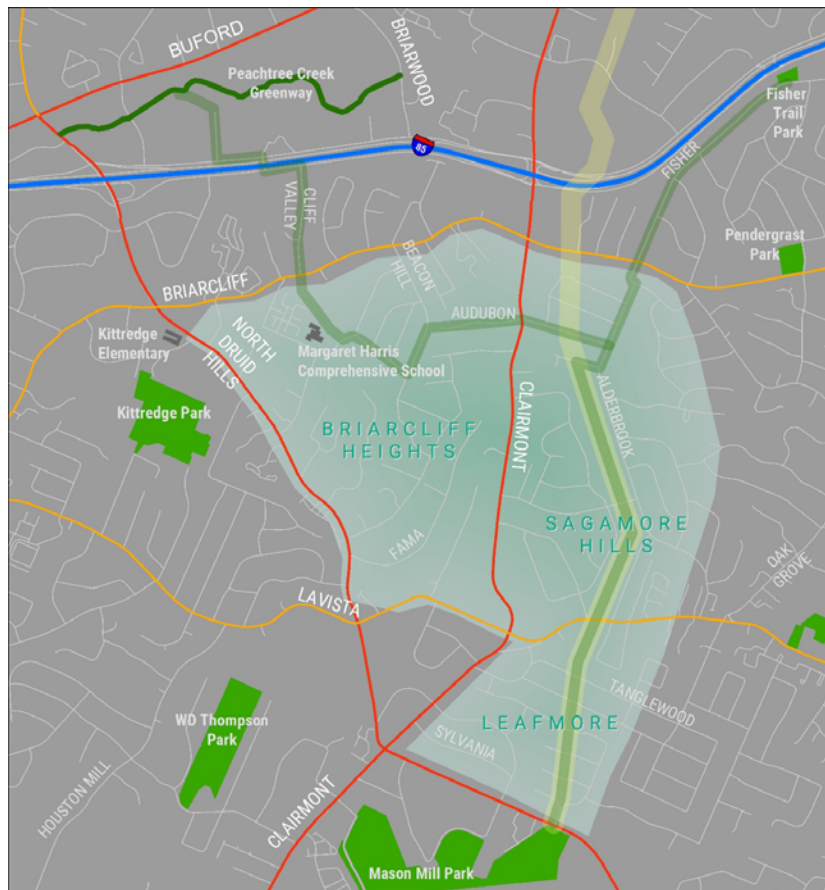
**Consultant:** PATH Foundation  
1601 W. Peachtree Street  
Atlanta, Georgia 30309  
Contact: Greta deMayo, Executive Director

**Date:** October 1, 2021

The PATH Foundation commends DeKalb County for continuing the implementation of the *2000 DeKalb County Greenway Trail Master Plan*. PATH will provide the following scope of services to verify the feasibility of trail connectivity from the existing South Peachtree Creek Trail (SPCT). The study will be for two trail corridors. Study Corridor #1 & #2 is shown on the below map.

Study Corridor #1 - South Peachtree Creek Trail from Mason Mill Park at North Druid Hills Road through the Leafmore and Sagamore Hills Neighborhoods to the North Fork Peachtree Creek corridor at Fisher Trail Park.

Study Corridor #2 - From Study Corridor #1 in Sagamore Hills Neighborhood through Briarcliff Heights to Cliff Valley at Briarcliff Road and the existing Children's Healthcare of Atlanta campus the future connection to the existing Peachtree Creek Greenway.



## STUDY CORRIDOR #1 – OVERVIEW AND SCOPE OF BASIC SERVICES:

### ***Calm Street Connectors***

DeKalb is interested in an assessment of using street connections in the Sagamore Hills, Briarcliff Heights and Leafmore neighborhoods that would serve as bicycle/pedestrian connectors to the Peachtree Creek Greenway as well as the north/south routing of a neighborhood greenway as an alternative to the power corridor. These “Calm Streets” are typically low volume, low speed residential streets that provide safe and accessible routes for walking and biking. In many cases, the roads can be shared by motor vehicles and



bicycles, and where traffic volumes and speed are very low, pedestrians can also be a shared mode. Calm Streets adjacent to the Peachtree Creek Greenway corridor will see improvements to provide safer bicycle and pedestrian connections and promote use of these modes. Design interventions may include a variety of traffic calming strategies such as speed humps, enhanced crosswalks, unique signage and branding, chicanes, curb extensions, and/or neighborhood traffic circles. The designs may be temporary, semi-permanent, or permanent. Traffic calming features will incorporate green stormwater infrastructure design recommendations where feasible and as implementation budget allows.

### **TASK 1: Project Initiation**

#### ***Obtain Baseline Data***

PATH will prepare a data needs memorandum that identifies data needed to begin the project and identify what county-furnished resources are required. The County shall make available GIS-based data for the greenway corridor as well as adjacent streets including right-of-way interest, city-maintained utilities, parcel/subdivision maps, and current traffic data.

An allowance has been provided in the project expenses to include traffic counts or additional services as authorized by the County. If these services are elected it is recommended the following intersections be captured:

1. Briarcliff and Cliff Valley
2. Briarcliff and Fisher Trail
3. North Druid Hills and Spring Creek Road
4. Sagamore Hills Elementary School

The County will provide project information for active projects, existing traffic volume information and data available from previous or current traffic studies that are pertinent to the project to reduce resources needed for the study. In particular, obtaining turning movement counts for any route intersections with the collector roadway network will be useful in analyzing the need and type of

intersection treatments. If adequate traffic data is not available, and counts are needed/desired to supplement the study, they will be completed as part of a separate task order at an additional fee.

#### *Prepare Study Area Base Maps*

Once baseline data is procured, PATH will prepare two maps: one large scale greenway corridor map and one composite study area base map of adjacent neighborhoods to help guide in the development of concept plans for the Calm Streets network.

#### *Team Kickoff Meeting*

PATH will co-facilitate project kick-off with County staff to discuss expectations for the greenway alignment and method for identification of specific roadways for the Calm Street network as well as priorities. This meeting will set the foundation for future fieldwork and identify preliminary priority streets and greenway connections. We will cover partner roles, any project background, deliverables, and anticipated timelines.

#### *Project Management and Administration*

Throughout the process, PATH will be in regular contact with the County to update on progress, attend meetings and collaborate and obtain feedback from staff. PATH will prepare monthly invoicing and progress updates. Project management also includes quality management. PATH will work together to ensure that major deliverables include one (1) peer review, and an independent review by senior staff before sending to the County. Advanced design concepts and cost estimates will be reviewed by a licensed engineer or landscape architect before distribution to the County.

PATH assumes up to three (3) additional meetings during the project with County staff (virtual option also available), to discuss progress made.

#### Deliverables:

- Data needs memo
- Client/consultant team meetings (4 total)
- Large scale project study area base map for greenway
- 11x17 corridor base maps for Calm Streets project
- Monthly administration, invoicing and reporting

## **TASK 2: Existing Conditions & Technical Analysis**

#### *Calm Streets Inventory*

PATH will perform a remote spatial analysis of the streets in the study area identified by staff during the kickoff meeting and determine best connections to the South Peachtree Creek Trail portions within the power easement, network interconnectivity, and preliminary network opportunities and constraints for Calm Street feasibility. Results of the analysis and street identification/methodology will be shared with DeKalb prior to doing fieldwork.

PATH will prepare for each Calm Street corridor identified in the kickoff meeting by building recommendations upon and highlighting existing curb limits, presence of bicycle or pedestrian facilities, visible utility conflicts, streetlights, wayfinding and street signage, and reference monuments. Calm Street inventory corridor maps will be prepared for locations that will provide a continuous bicycle and

pedestrian connections to the South Peachtree Creek Trail. A key sheet will be developed for the project corridor area that will provide an easy reference to plan sheets. Plan sheets will be on 11" X 17" plan sheets at a scale of 1" = 20', or as otherwise mutually agreed upon. PATH will conduct a field inventory of each project corridor photographing and noting field conditions that may impact design concepts for each project.

At locations where major civil improvements are anticipated, such as new traffic signals, traffic circles, or intersection reconfigurations, the study base maps should include cross-streets at these locations up to 250-FT per approach of each side street to assist PATH in developing proper concept plan line renderings for review.

PATH will provide results of the analysis on the maps and supported by necessary narrative.

PATH will meet with County staff (virtually, if preferred) to discuss field conditions, greenway alternatives, and preliminary concepts for the Calm Streets network. A key outcome of this meeting will be the identification of the on-street routing connections that will connect neighborhoods where the power corridor cannot.

Deliverables:

- Annotated base maps identifying existing conditions, opportunities and alternatives for the greenway
- Annotated base maps identifying existing conditions and opportunities for the Calm Streets network

### **TASK 3: Calm Street Concept Plans**

#### *Neighborhood Network Map*

PATH will develop a Calm Street Neighborhood Network map, indicating feasible connections along neighborhood streets to the South Peachtree Creek Trail concept plans developed by PATH. We will ensure connections between neighborhood street networks, and to the greenway are made using a typology for the Calm Streets network based on iconography to convey design interventions. The network map will be prepared in GIS format with post processing in Illustrator.

#### *Corridor Concept Map Cutsheets and Alternatives*

PATH will develop illustrative corridor maps for the Calm Street recommendations (up to ten (10) streets/or up to four miles). Each Calm Street corridor will intersect with the South Peachtree Creek Trail corridor. Some corridors may include multiple design alternatives, which will be presented to County staff and eventually during public outreach. The map cutsheets will include schematic diagramming to illustrate traffic calming improvements and note any potential impacts to the roadway right of way or adjacent homeowners. Each priority Calm Street concept will include a technical summary with a written narrative, design interventions for traffic calming measures, stormwater considerations, order-of-magnitude costs, and order of priority.

#### *Supporting Graphics*

To prepare for public outreach events, PATH will develop educational materials to illustrate design intent for the Calm Streets Network. PATH will provide up to two (2) educational posters describing Calm Streets and Quick Build projects and their benefits for public understanding.

Deliverables:

- Calm Streets Neighborhood Network Map
- Up to ten (10) illustrative Calm Street Corridor Cutsheet Maps/up to four miles of streets with supporting information
- Up to two (2) educational posters for public events

**TASK 4: Public Involvement**

PATH will support DeKalb County officials with two (2) public outreach events to engage residents in the study area. DeKalb staff will advertise the public meetings on County websites and other means. PATH will print yard signs for posting in the neighborhoods and along existing trails to encourage participation. The events may be held virtually and would likely include a live presentation, interactive polling, Q&A session, and virtual concept boards. The first meeting will focus on sharing general information about the project and gather community input on existing conditions. The second opportunity will focus on presentation of the 20% plans for the greenway and the Calm Streets network.

PATH will prepare a slide deck, supporting graphics from Tasks 3 and 4, provide meeting attendance, and furnish meeting notes following the outreach events.

Deliverables:

- Preparation of slide deck for each public meeting
- PATH will attend the two meetings, and providing proper supporting graphics, tools, and techniques for engaging the public
- Meeting summaries and any resulting revisions to the greenway and Calm Street concept plans

**TASK 5: Concept Plan Line Development**

*Conceptual Design for Calm Street Network*

Using feedback from public outreach and input from County officials, PATH will develop conceptual design plans for the Calm Streets network. PATH will develop the linework in CAD using base maps developed in Task 2 from current aerials, **as no survey will be collected**. Details included in the conceptual design plans will include:

- Concepts for any traffic calming treatments
- Signing and pavement markings
- Curb ramps and other geometric changes such as bulb outs or stormwater features (schematic only as no survey will be collected)
- Major Street Crossing Improvements (new or modified signal or beacon layout)
- Schematic Lighting & Landscaping (if applicable)

The scope assumes the equivalent of no more than three intersections, which may include stormwater enhancement for drainage facilities using approved BMP's in corners in a total of 12 corners across the project length. Assumed intersections at the scoping phase include the intersection of Audubon Dr and Clairmont Rd, Cliff Valley Way and Briarcliff Rd, and Fisher Trail and Briarcliff Rd. It is possible that these locations may evolve during Task 2. During the development of the conceptual plan line work, PATH may need to work out needs and details with County officials that will inform the final agreed-to conceptual plan for the project including proximity of the project on the right of way, parks, and proposed crossings of entrances and streets.

Sheets to be included in the conceptual design plan submittal include:

- Title sheet
- Layout Sheets (with signing and pavement markings and schematic geometric improvements)
- Layout detail sheets (at intersection crossings)
- Landscape sheets (with schematic lighting and landscape details)

PATH will furnish an updated cost estimate when the Conceptual Design Calm Streets drawings are complete.

Deliverables:

- Conceptual design 24" x 36" plan sheets overlaid on aerials (no survey will be collected for this project) for the Calm Streets network connection

## **STUDY CORRIDOR #2 - SCOPE OF BASIC SERVICES:**

### **Task 1 – Study Development**

PATH will coordinate with DeKalb County and City of Brookhaven to collect and review proposed development plans within the study corridor.

DeKalb County will provide the following data and documents for the study corridor:

- Collection of County GIS map files (including property ownership), aerial photography and planning documents;
- Collection of current County relevant planning documents;
- Collection of planned residential, commercial and mixed-use development site plans, and if available as well as areas determined as potential redevelopment/development sites by DeKalb County/City of Brookhaven;
- Collection of planned bicycle/pedestrian improvements within the county/city and adjoining areas.

Tasks will include:

- Review of all materials and organization of base information for analysis and fieldwork.
- Fieldwork to verify feasibility, opportunities to improving the trail connection experience, and additional connectivity to residential, commercial, and existing/future PATH trails.

Deliverables will include:

- One (1) 24x36 fieldwork base map of the study area with existing and proposed greenway trail routes, roadways, and planned developments.
- Digital files of all deliverables and relevant back-up files (.pdf/.tiff/.jpeg)

### **Task 2 – DRAFT Trail Study**

Upon completion of the initial fieldwork, PATH will create a draft plan showing all opportunities for a multi-use trail connection from the Sagamore Hills neighborhood through Briarcliff Heights

neighborhood towards the Peachtree Creek Greenway corridor while identifying spur connections to surrounding neighborhoods, parks, commercial areas, and existing/future PATH trails.

Tasks will include:

- Assessment of potential trail connections to identify origins, destinations, opportunities, and challenges;
- Photograph documentation of potential trail connection opportunities;
- Development of up to three (3) vision graphics to illustrate existing and potential conditions of proposed trail opportunities;
- Preparation of a conceptual trail base map showing all trail connection options identified during field work.

Meeting #1: Upon completion of the initial field work and the draft plan, PATH's preliminary findings will be presented through a virtual meeting to the Steering Committee for review and comment.

Tasks will include:

- Attend one (1) virtual client meeting;
- Present preliminary findings;
- Collect comment for additional field verification and trail study revisions.

Deliverables will include:

- One (1) digital (.pdf) 24x36 conceptual multi-use trail plan.
- Digital PowerPoint presentation of existing conditions, planned conditions, and preliminary greenway trail connectivity mapping.
- Summary report of site assessment and trail connectivity in digital format(.pdf)
- Digital files of all deliverables and relevant back-up files (.pdf/.tiff/.jpeg).

### **Task 3 – Final Trail Study**

All information obtained during Meeting #1 and additional field verification will be used to create the final *Trail Study*. Within the final deliverables for the study, an implementation strategy will be outlined.

The implementation strategy will include:

- Identification of a model project, prioritization of trail segments, and incremental build-out phasing.
- Trail connection priorities to allow ease for permitting, fundraising, and construction.
- Cost Estimate - A complete estimation of costs for survey, design & engineering, and construction of the trail connection.
- Cost Summary - An overview of alternate connections and the costs.
- Timeline - A timeline to provide the necessary information to monitor the implementation process and to ensure implementation is scheduled for completion.

Public Meeting for Corridor 2 will be held together with Corridor 1 to collect public feedback in the same meeting.

Meeting #2: Upon completion of any additional field work and revisions of the draft, the *Trail Study* will be presented to Steering Committee for final review and comment. All review/comments from the Meeting #2 will be reviewed and additional fieldwork will be conducted to finalize feasibility of the multi-use trail study.

The final *Trail Study* will be packaged and circulated to Steering Committee for implementation of a model project. PATH recommends the *Trail Study* document to be incorporated as an appendix to the DeKalb County Comprehensive Transportation Plan.

Tasks will include:

- Attend one (1) virtual client meeting;
- Presentation of draft final study;
- Collection of comments for incorporation into the final trail plan.

Deliverables will include:

- Five (5) printed copies of the 8.5x11 bound *Trail Study* along with digital copies (.pdf) as both high resolution for printing and low resolution for ease of email distribution.
- Digital files of all deliverables and relevant back-up files (.pdf/.tiff/.jpeg).
- Digital versions of individual trail plan graphics as both high resolution for printing and low resolution for ease of email distribution (.pdf/.jpeg).
- ArcGIS shapefile and Google Earth (.kmz) files of the final trail routes.



**FEE PROPOSAL**

**STUDY CORRIDOR #1**

TASK 1 Project Initiation	\$24,550.00
TASK 2 Existing Conditions & Technical Analysis	\$18,320.00
TASK 3 Calm Street Concept Plans	\$12,184.00
TASK 4 Public Involvement	\$14,960.00
TASK 5 Concept Plan Line Development	\$37,848.00
<b>STUDY CORRIDOR #1</b>	<b>\$107,862.00</b>

**STUDY CORRIDOR #2**

TASK 1 Study Development	\$16,200.00
TASK 2 Draft Study	\$21,900.00
TASK 3 Final Study	\$29,500.00
<b>STUDY CORRIDOR #2</b>	<b>\$67,600.00</b>
<b>Estimated Expenses + \$10,000 Allowance for Traffic Counts</b>	<b>\$11,000.00</b>
<b>TOTAL LUMP SUM FEE</b>	<b>\$186,462.00</b>

*The PATH Foundation shall receive the above project fee as compensation for the described responsibilities within this professional services agreement. Reimbursable expenses will be billed in addition to the project fee as incurred.*

Below are the hourly Rates for the scope of services within this project services agreement:

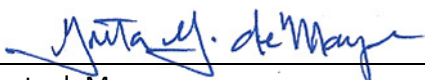
- Senior Principal - \$355
- Principal - \$283
- Senior Associate - \$225
- Associate - \$183
- Planner Level I - \$130
- Planner Level II - \$109
- Intern - \$85

**ACCEPTED:**

The Client accepts the terms and conditions of this Professional Services Agreement.

PATH Foundation, Inc.:

DeKalb County:

  
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 Greta deMayo

\_\_\_\_\_  
 Name

PATH Executive Director  
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 Title

\_\_\_\_\_  
 Title

October 1, 2021  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date