

COMMITTEE SUBSTITUTE FOR ORDINANCE NO. 240522

Accepting a United States Department of Transportation Reconnecting Communities Pilot Grant in the amount of \$1,058,620.00; estimating revenues in the amount of \$1,058,620.00 in the Capital Improvements Grant Fund; appropriating that amount to the Reconnecting Kansas City Westside project; authorizing the Director of Public Works to execute a design professional services agreement with WSP USA, Inc. in the amount of \$1,299,437.51 for consulting services for the Reconnecting Kansas City Westside planning study; directing the City Clerk to file certain documents with the appropriate offices; and recognizing this ordinance as having an accelerated effective date.

WHEREAS, the City was awarded a \$1,058,620.00 grant from the US Department of Transportation as part of the Reconnecting Communities Pilot Program, Grant #693JJ32440004; and

WHEREAS, the City has appropriated \$264,655.00 for the grant match through its complete streets program appropriated in FY2024 which will roll forward into FY2025; and

WHEREAS, the Reconnecting Communities Pilot program will produce a comprehensive plan that outlines the Westside communities' vision and priorities to create new, safer, and additional mobility and connectivity and to redress the inequities and barriers to opportunities with respect to the I-35 Viaduct, Beardsley Road, and improving internal circulation throughout the Westside community; NOW THEREFORE,

BE IT ORDAINED BY THE COUNCIL OF KANSAS CITY:

Section 1. That the Director of Public Works, or his designee, is hereby authorized to accept a grant (#693JJ32440004) from the United States Department of Transportation for the purpose of concept development and planning activities in the amount of \$1,058,620.00. A copy of the Grant Agreement, identified as Funding Opportunity No. DOT-RCP-FY22-01, is on file in the Department of Public Works and is incorporated herein by reference.

Section 2. That revenue in the following account of the Capital Improvements Grant Fund is hereby estimated in the following amount:

25-3091-895114-478645-89008968	WestsideNbhd Reconnect KC Stdy	\$1,058,620.00
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Section 3. That the sum of \$1,058,620 is hereby appropriated from the Unappropriated Fund Balance of the Capital Improvements Grant Fund to the following account:

25-3091-895114-B-89008968	WestsideNbhd Reconnect KC Stdy	\$1,058,620.00
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Section 4. That the Director of Public Works is authorized to execute a contract with WSP USA, Inc. for the consulting services for Project No 89008968 – Reconnecting Kansas City Westside - Planning Study in the amount of \$1,299,437.51 from funds hereby and previously appropriated to the following accounts:

240522

25-3091-895114-B-89008968	WestsideNbhd Reconnect KC Stdy	\$1,039,550.01
25-3090-897086-B-89008968	WestsideNbhd Reconnect KC Stdy	<u>259,887.50</u>
	TOTAL	\$1,299,437.51

A copy of the contract is on file in the office of the Director of Public Works.

Section 5. That the Director of Public Works is hereby designated as requisitioning authority for Account No 25-3091-895114-89008968.

Section 6. That the Civil Rights and Equal Opportunities Department, to assure fair representation by socially and economically disadvantaged groups, approved for this project, a twelve (12%) percent representation by Disadvantaged Business Enterprise.

Section 7. That the City Clerk is hereby directed to file a copy of the ordinance, together with the Program Agreement attached hereto, and with the office of the Recorder of Deeds for Jackson County, Missouri.

Section 8. That this ordinance, appropriates money, and is hereby recognized as an ordinance with an accelerated effective date as provided by Section 503(a)(3)(C) of the City Charter and shall take effect in according with Section 503, City Charter.

..end

I hereby certify that there is a balance, otherwise unencumbered, to the credit of the appropriation to which the foregoing expenditure is to be charged, and a cash balance, otherwise unencumbered, in the treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.



Authenticated as Passed



Quinton Lucas, Mayor



Marilyn Sanders, City Clerk

JUL 25 2024

Date Passed

Tammy L. Queen
Director of Finance

Approved as to form:



Dustin E. Johnson
Assistant City Attorney

DESIGN PROFESSIONAL SERVICES AGREEMENT
PROJECT NO. 89008968 Reconnecting Communities Grant Program
PUBLIC WORKS DEPARTMENT

This design professional services agreement is between KANSAS CITY, MISSOURI, a constitutionally chartered municipal corporation (“City”), and WSP USA, Inc: (“Design Professional”). City and Design Professional agree as follows:

PART I

SPECIAL TERMS AND CONDITIONS

Sec. 1. Project description.

- A. The services to be provided under this Agreement are for the following project (Project) and purpose:

PROJECT NO. 89008968 Reconnecting Communities Grant Program

Sec. 2. Services to be performed by Design Professional. Design Professional shall perform the following Scope of Services:

- A. *Attachment A- Scope of Services*
- B. Submit all documents, including plans, design drawings, specifications, reports, maps, models and renderings in the form requested by City. A list with the specific requirements is included in **Attachment B – Electronic**
- C. **Format Requirements.**
- D. City shall have the right to inspect and review the work being done and to consult with Design Professional at any reasonable time. Conferences will be held at the request of City or Design Professional.
- E. If it is determined to be in the best interest of the work, Design Professional shall replace the project manager or any other employee of the Design Professional, Subcontractors, Suppliers or other persons or organizations performing or furnishing any of the work on the project upon written request by the City.
- F. City’s General Conditions shall be furnished to Design Professional prior to signing this Agreement. If the General Conditions are modified, City will notify Design Professional. If the Scope of Services performed by Design Professional under this Agreement includes construction phase services, then Design Professional shall perform such additional tasks set forth in the General Conditions, including approval of Change Orders, and shall comply with the limitations set forth in the General Conditions, except as otherwise amended.

Sec. 3. Term. Unless sooner terminated as provided herein, and unless specific dates for providing services are identified in this Agreement, this Agreement shall remain in force for a period which may reasonably be required for the completion of the services to be provided by Design Professional under the Scope of Services. Work under this agreement shall begin upon written Notice to Proceed.

Sec. 4. Compensation and Reimbursables.

- A. The maximum amount that City shall pay Design Professional under this Agreement

is \$1,299,424.95, as follows:

1. \$1,299,424.95 for the services performed by Design Professional under this Agreement.
2. For Design Professional services described in the Scope of Services, City shall pay Design Professional compensation amounting to actual salary of personnel for time charges directly to the project, times an approved multiplier. A schedule of position classifications and the salary range for each position is included as a part of **Attachment A**.

- B. **Method of Payment.** Upon completion of each task set forth below Design Professional shall invoice City, stating completion of the task and all actual reasonable expenses incurred and allowed under this Agreement and the amount due. City, upon approving the invoice, shall remit payment.
- C. Condition Precedent to Payment.
- D. It shall be a condition precedent to payment of any invoice from Design Professional that Design Professional is in compliance with, and not in breach or default of, all terms, covenants and conditions of this Agreement. If damages are sustained by City as a result of breach or default by Design Professional, City may withhold payment(s) to Design Professional for the purpose of set off into the amount of damages due City from Design Professional may be determined, and
- E. No request for payment will be processed unless the request is in proper form, correctly computed, and is approved as payable under Agreement. City is not liable for any obligation incurred by Design Professional except as approved under the provisions of this Agreement.

Sec. 5. Notices. All notices required by this Agreement shall be in writing and sent to the following:

City:

Public Works Department

Michael Shaw, Director:

City Hall, 20th Floor

Address: 414 E. 12th Street,

Kansas City, MO 64106

Phone: (816) 513-6590 Facsimile: (816) 513-2615

E-mail address: Michael.Shaw@kcmo.or

Design Professional:

WSP USA.

300 Wyandotte St. Suite 200

Kansas City, MO 64105

Phone: (816) 702-4300

E-mail address: joshua.boehm@wsp.com

All notices are effective (a) when delivered in person, (b) upon confirmation of receipt when transmitted by facsimile transmission or by electronic mail, (c) upon receipt after dispatch by registered or certified mail, postage prepaid, (d) on the next business day if transmitted by overnight courier (with confirmation of delivery), or (e) three (3) business days after the date of mailing, whichever is earlier.

Sec. 6. Merger. This Agreement consists of Part I, Special Terms and Conditions and any Attachments and any documents incorporated by reference; and Part II, Standard Terms and Conditions. This Agreement, including any Attachments and incorporated documents, constitutes the entire agreement between City and Design Professional with respect to this subject matter.

Sec. 7. Conflict Between Agreement Parts. In the event of any conflict or ambiguity between the Special Terms and Conditions of Part I and the Standard Terms and Conditions of Part II of this Agreement, Part I will be controlling.

Sec. 8. Responsibilities of City. City shall:

- A. Make available to Design Professional all existing records, maps, plans, and other data possessed by City when such are necessary, advisable, or helpful to Design Professional in the completion of the work under this Agreement.
- B. If required or upon recommendation of Design Professional, retains the services of a soils/geotechnical consultant.
- C. Designate in writing a person to act as City representative with respect to the work to be performed under this Agreement; with such person having complete authority to transmit instructions, receive information, interpret and define City's policies and decisions with respect to the materials, equipment elements and systems pertinent to the work covered by this Agreement, and the responsibility to be available to inspect and review the work and to consult with Design Professional at any reasonable time.
- D. Provide standard City forms as required.
- E. Provide City – Licensed Geographical Information System Data set forth in **Attachment D**, incorporated into this Agreement.

Sec. 9. Attachments to Part I. The following documents are attachments to Part I of this Agreement and are attached hereto and incorporated herein by this reference:

Sec. 10. Documents Incorporated by Reference. The following documents are not attached to this Agreement but are incorporated into and made a part of this Agreement by this reference:

- A. Attachment A – Scope of Services
- B. Attachment B – Electronic Data Requirements
- C. Attachment C – Non Construction Application for Payment

- D. Attachment D – Licensed Geographical Information System Data
- E. Attachment E – Non-Construction Subcontractor’s Listing
- F. Attachment F – Certificate of Insurance
- G. Attachment G – Employee Eligibility Verification

Sec. 11. Contract Information Management System. Design Professional shall comply with City’s Contract Information Management System requirements. Design Professional shall use City’s Internet web based Contract Information Management System/Project Management Communications Tool provided by City and protocols included in that software during the term of this Contract. Design Professional shall maintain user applications to City’s provided system for all personnel, subcontractors or suppliers as applicable.

Sec. 12. Professional services certification. Code Section 2-83, prohibiting Agreements with certain attorneys, architects, engineers and other professionals thereunder, shall apply to this Agreement. Design Professional certifies that it is not an architect, engineer, or other professional, exclusive of medical doctors or appraisers, who at the time of the issuance of the Agreement, serves as an expert witness for any litigation against City, and that it will not serve as an expert witness for any litigation against City during the term of this Agreement.

Sec. 13. Effectiveness; Date. This Agreement will become effective when the City’s Director of Finance has signed it. The date this Agreement is signed by the City’s Director of Finance will be deemed the date of this Agreement.


Each party is signing this Agreement on the date stated opposite that party’s signature.

Each party is signing this amendment on the date stated opposite that party's signature.

DESIGN PROFESSIONAL

I hereby certify that I have authority to execute this document on behalf of Design Professional

Date: 09/19/2024

By:  Digitally signed by Cogan, Scott (cogansm) Date: 2024.09.19 11:50:12 -05'00'

Title: Vice President

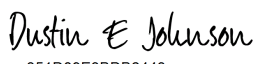
KANSAS CITY, MISSOURI

Date: 10/8/2024

By:  DocuSigned by: Jason Waldron 4F7A0C25B2D74B8...

Title: Transportation Director

Approved as to form:

 DocuSigned by: Dustin E Johnson 351D89E3BDB2443...

Assistant City Attorney

I hereby certify that there is a balance, otherwise unencumbered, to the credit of the appropriation to which the foregoing expenditure is to be charged, and a cash balance, otherwise unencumbered, in the Treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.

 DocuSigned by: Anne Kaps 996237FFA75F404... 10/29/2024

Director of Finance (Date)

Reconnecting the Westside: HG Consult

Subconsultant Scope

This scope of work is between HG Consult, Inc.(the “Subconsultant”) and WSP USA Inc. (the “Consultant”) for the development of a Planning and Environmental Linkages study to reconnect the Westside neighborhood to adjoining neighborhoods and beyond. Madison-West will be responsible for engagement and communications activities to support this project.

Scope numbers reference the prime scope of work between WSP USA Inc. and the City of Kansas City, Missouri and may not be sequential.

Scope of Work

1.0 Project Management

The Subconsultant will support project management activities, such as providing monthly invoices and progress reports and attending project coordination meetings.

1.1.2 Progress Reports and Invoices

The Subconsultant will prepare an invoice and submit it to WSP USA Inc. following each month where there is activity on the project. The Subconsultant progress report will generally include:

- The past month’s activities and accomplishments
- The next month’s planned activities
- Pending issues and decisions
- Budget status summary including percent of hours and dollars spent to date by phase
- Schedule status summary

1.2 Project Coordination

The Subconsultant will attend various project coordination meetings, either virtually or in-person (a virtual option will be made available for all meetings).

Reconnecting KC: Westside

Project Overview

The Westside neighborhood is generally defined by I-670 to the north, Broadway Boulevard to the east, 31st street to the south, and the Westside Bluff and railroad tracks to the west. The neighborhood has historically been the heart of Kansas City’s Hispanic (and specifically, Mexican American) community. This plan aims to address the negative impacts and environmental, economic, health, and transportation burdens that have resulted from previous transportation planning efforts.

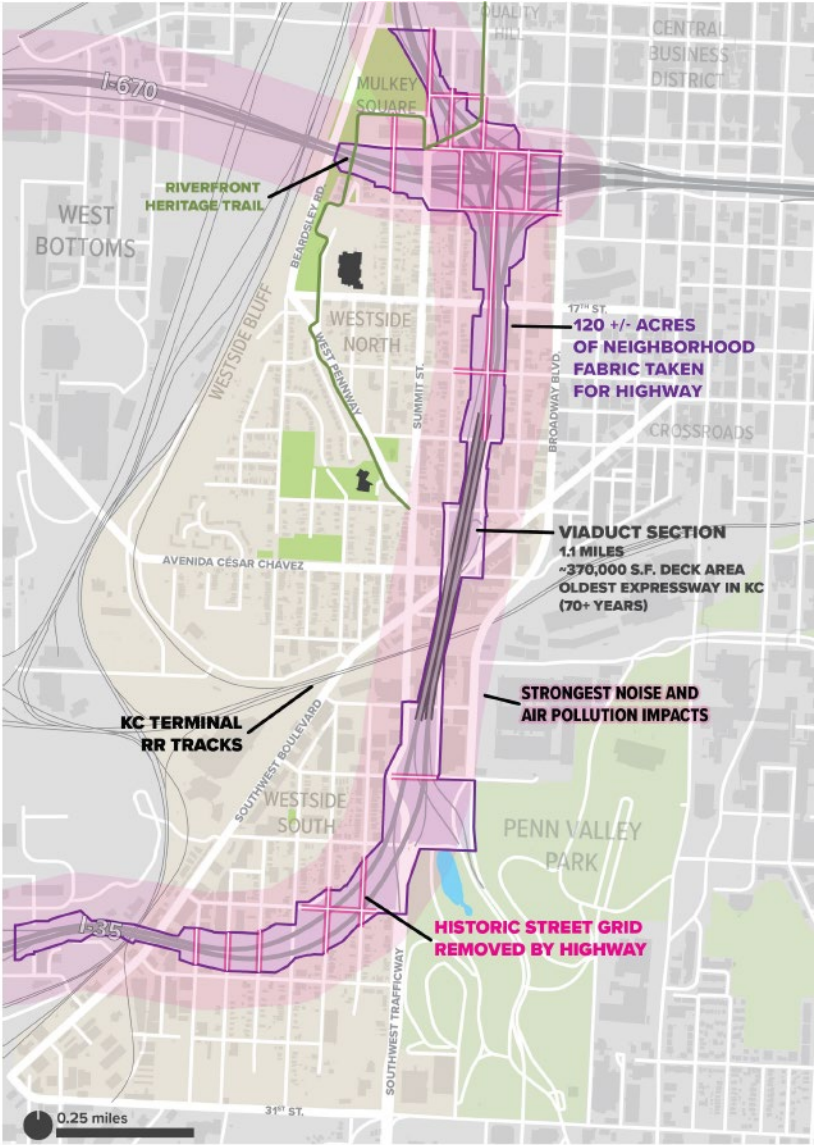


Figure 1 Westside Neighborhood Study Area and Issues Map

The Reconnecting Communities program exists to help address the barriers and inequities created by past transportation investments. The City of Kansas City's application for the Westside neighborhood focused on addressing three key barriers:

- The Interstate Highway System (I-35 and I-670)
- Beardsley Road and the Westside Bluff
- Barriers within the Westside neighborhood, including railroads, topography, surface streets, and other features.

This scope of work will identify multiple reasonable strategies to address these internal and external barriers through a Planning and Environmental Linkages (PEL) study. The goal of this effort is to identify near-term, mid-term, and long-term reconnection strategies for the Westside neighborhood. A PEL helps to integrate community planning processes with the National Environmental Policy Act (NEPA) process, enabling a more seamless transition from community vision into a project's implementation.

Scope of Work

1.0 Project Management

The Consultant will manage the Reconnecting KC: Westside project, including project controls and administrative tasks, and project coordination between the Consultant team, **Project Management Team (PMT)**, and various agencies. The Project Management Team will consist of City of Kansas City, Missouri staff, but may include staff from the Mid-America Regional Council (MARC), Missouri Department of Transportation (MoDOT), and Federal Highway Administration (FHWA) if desired by the City.

1.1 Project Controls and Administration

1.1.1 Project Management Plan

The Consultant will prepare a Project Management Plan outlining the work plan, schedule, and coordination of PEL study activities. The PMP will include:

- Schedule and Work Breakdown by Subtask
- Method for Schedule & Budget Tracking
- Key Points of Contact for project team members
- Quality Control Plan
- Deliverables Standards and City Review

A detailed schedule and work breakdown will be developed as a part of the PMP and revisited regularly through the project. The PEL study will be completed by February 28, 2026 (assuming a September 1, 2024 NTP), with interim milestones anticipated below:

Major Milestone	Months from Notice to Proceed
Kickoff Meeting	Month 1
Project Management Plan, Communications and Engagement Plan	Month 2
Purpose and Need Statement	Month 7
Initial Alternatives	Month 12
Reasonable Alternatives	Month 14
Draft PEL Document	Month 16
Final PEL & Questionnaire	Month 18
Project Completion	February 28, 2026

1.1.2 Progress Reports and Invoices

The Consultant will prepare an invoice and submit it to the City following each month where there is activity on the project. The Consultant will prepare and submit with the invoice a monthly progress report including the following:

- The past month’s activities and accomplishments
- The next month’s planned activities
- Pending issues and decisions
- Budget status summary including percent of hours and dollars spent to date by phase
- Schedule status summary

1.1.3 Budget Tracking

The Consultant will submit monthly cost and schedule reports with each monthly invoice to support project administrative monitoring. The original contract budget will be referenced as the baseline against which status and progress are measured and reported.

1.1.4 SharePoint Site

The Consultant will develop and manage a web-based information sharing and management system such as SharePoint, including administration of a hierarchy of access rights to members of the study team as reviewed and agreed upon between the City and the Consultant. System folders and structure will be updated and managed for the duration of the study and archived at completion of the study.

1.2 Project Coordination

The Consultant will coordinate between multiple parties within the project team, including designated City officials and various subconsultant partners.

1.2.1 Project Kickoff

After Notice to Proceed is given, the Consultant will host a Project Kickoff meeting with the Project Team and partner firms to set expectations and discuss the scope of work for the Planning and Environmental Linkages Study.

1.2.2 Biweekly Project Team Coordination Meetings

The Consultant will host biweekly virtual or hybrid virtual/in-person meetings with the City's project team and key task leads throughout the duration of the project. The biweekly meetings will be used to provide a status update on all active and upcoming tasks and discuss issues needing resolution. The Consultant will also schedule meetings on an as-needed basis for more in-depth discussion of issues or project deliverables.

1.2.3 Discipline Team Coordination

The Consultant will host biweekly team meetings for various discipline teams supporting the PEL study. City staff are welcome but not required to participate in these meetings.

Discipline teams include:

- Task Leads
- Communications Team
- Engineering Team
- Environmental Team
- Equity and Anti-Displacement

1.3 Agency Coordination

1.3.1 MoDOT/FHWA Coordination

The Consultant will organize consultation meetings with MoDOT and the Federal Highway Administration at multiple key points of the Planning and Environmental Linkages study.

Based on guidance from the MoDOT Engineering Policy Guide (EPG), these key points will include:

- Initial Kickoff Meeting
- Purpose and Need Draft
- Alternatives Analysis
- Environmental Evaluation
- Final Report and Next Steps

1.3.2 Other Local, State, and Federal Agency Coordination

The Consultant will organize meetings with local, regional, state, and Federal agencies on an as-needed basis to coordinate on various elements of the PEL study or discuss that respective agency's role respective to various alternatives. The Consultant will produce a list of agencies to coordinate with and schedule a virtual meeting with these agencies to discuss the study goals and schedule and any key issues for that agency. The Consultant will provide meeting agenda, materials, and notes.

1.3.3 Tribal Coordination

The Consultant will support FHWA coordination with tribes throughout the PEL process, specifically as the Purpose and Need statement is developed and as the Reasonable Alternatives are identified. The Consultant will provide draft consultation letters and exhibits at both stages and offer to meet with tribes if they are interested. Should tribal governments express interest in a meeting, the Consultant will attend these meetings and provide presentation materials.

2.0 Engagement and Communications

Community planners, engagement specialists, equity practitioners, and communications staff from WSP, Madison West, Vireo, HgConsult, and Placelt!, (the Communication and Engagement Team or "COMMS" team) will coordinate engagement and communications activities associated with the project.

This task scope defines the strategies, tools, tactics, and timing for conducting engagement and communications with partners, stakeholders, local businesses, neighborhood leadership, media, civic and philanthropic organizations, advocacy and faith-based entities, and the broader community.

2.1 Community Engagement and Communications Plan

The WSP project manager will coordinate project activities and scoped engagement and communications deliverables with the Community Engagement and Communications Team, the broader Consultant team, and the Project Management Team. The Consultant will work with City staff to develop a **Community Engagement and Communications Plan** to address community interests and meet City and Federal requirements for community engagement. The plan will be for the *Reconnecting the Westside, Planning & Environmental Linkages Study* and will outline groups to engage, goals, objectives, strategies, tools, activities, and the schedule for community engagement and communication efforts, as well as roles and responsibilities. The Consultant team will begin the plan development by facilitating a community engagement and communication

goals workshop with Project Management Team staff. During the workshop, they will discuss the following key project touch points:

- Touchpoint 0 – Planning
- Touchpoint 1 – Input
- Touchpoint 2 – Initial concepts
- Touchpoint 3 – Refined concepts
- Touchpoint 4 – Reasonable Strategies

The Consultant will incorporate the results of the workshop into the final community engagement and communications plan. The plan will include communications protocols, especially for reaching disadvantaged populations, and targeted outreach efforts to minority populations, Spanish-speaking populations, and low-income populations. The plan will include the development of several subplans, including for social media, Crisis Communications Protocol, and a Coordinating Campaign that defines government and agency coordination, roles, and participating agencies, as well as the project's brand guidelines and the Community Engagement and Communications Master Planning Workbook that includes a schedule of milestones, identified stakeholders contact list, events calendar, newsletter tracker, comment response library, and social posts planner.

Deliverables:

- Community Engagement and Communications Plan (updated up to 3 times during the project)
- Overview Slide Presentation of the Community Engagement and Communications Plan
- Community Engagement and Communication Goals workshop session with City staff that includes the City's Communications Office, including the Public Works Public Information Officer (PIO)

2.2 Project Information and Communications Materials

The Consultant team will coordinate with City staff to develop informational materials and resources to support the City in its efforts to communicate both within the City and with members of the community.

2.2.1 Project Identity

Leveraging the City's existing brand (fonts, colors, illustrations), the Consultant will develop a consistent, identifiable, two-color mark (logo) to be specifically used for the *Reconnecting the Westside, Planning & Environmental Linkages Study* and help community members identify it amongst other City projects. The Consultant will develop

up to three logo options for City review and comment. The Consultant will present refined versions to the Community Advisory Group (described below) for final selection. The Consultant will incorporate the final logo into all project deliverables and publicly distributed materials including the Project Website, notices of events and meetings, and that will help to promote the project, inform, and build consensus.

Deliverables:

- Project Identity workshop session with City staff that includes the City's Communications Office, including the Public Works PIO.
- Project Identity and associated graphics, fonts, photos, and documents files will include the following and be translated into Spanish, as appropriate:
 - Project Logo, including fonts, colors, and icon library
 - Quick Reference Brand Guidelines
 - Fact sheet with FAQ design
 - Postcard template
 - Public Meeting board template
 - Project location map(s) with infographics
 - PowerPoint template
 - Word masthead template for announcements
 - Project Benefits infographics

2.2.2 Project Messaging

In addition to the draft Key Messages shared above, the Consultant will develop primary messaging for the project that appeals to the broadest audience possible. The messaging will be applied to project materials. The Consultant will supplement it with secondary messaging that corresponds with each of the project's touchpoints and targeted groups, such as youth, elderly residents, former residents, and homeowners. The Consultant will incorporate the messaging into project materials, such as postcards, information sheets, meeting notices (described below), and more.

Deliverables:

- Project Primary Messaging
- Project Secondary Messaging

2.2.3 Project Website

The Project Website will serve as the portal for all information for all project phases. The Consultant will work with the City to choose a Content Management System (CMS) that is best suited for the project needs (e.g., Social Pinpoint) and the online suite of tools needed

for the project website. Considerations for which CMS is best includes the need for various stakeholder engagement tools such as follow/sign-up, surveys, and interactive mapping for deployment in various phases of the project.

The project website should feature a comment form to facilitate two-way communication between the City, members of the community and major stakeholders. The comment database will retain and categorize all comments throughout the project. The project website will also promote events and meetings, including key milestones, provide informational materials and supplement social media.

The Consultant recommends the use of Social Pinpoint (<https://www.socialpinpoint.com>). This web-based tool is designed for effective community engagement. With features such as MetroQuest, quick polls, interactive mapping, community boards, and more, this is a comprehensive platform to connect with communities.

The Consultant team will host, manage, and maintain the project website, collaborating with the City to provide content throughout the project, including mechanism(s) for a fully integrated system of online commenting and engagement.

Assumptions:

- The Consultant will coordinate with the City and Project Management Team to set up the project website and links to the project-specific sections of the City's website, as well as project partners, and MoDOT's website to make the informational materials more accessible.
- The project website will support up to four (4) comment periods and ensure they correspond with the project's touchpoints. The Consultant will also convert online commenting into hardcopy comment forms and make them available at in-person meetings, such as the Community Summits, pop-ups, and neighborhood meetings.
- Project website content will consist of up to five (5) webpages/sections supporting major milestones and events (e.g., Home page, Get Involved, Learn More, Newsroom, and more) and include content and questions like those presented at the Community Summits.
- Up to 3 hours/month for up to 18 months on updates after website launch.

Deliverables:

- A project website that consists of up to five (5) sections of content
- Comment tracking protocol and retention system that describes how the project website (and other intake methods (e.g., project phone number and project email address) will accept comments throughout the project, including during up to four (4) formal comment periods, and how the system will house comments from the project website, phone number, and email address

- Coordination with the City’s Communications Office, including the Public Works PIO, to ensure that a link to the project website is included on the City’s project webpage (described below) and shared via social media.

2.2.4 Neighborhood Presence

The Consultant will identify a location within and/or near the project area that can provide a space for an ongoing neighborhood presence related to the project, such as the Aguirre Community Center or Public Library. The Neighborhood Presence space will be used to display project information and resources. Subject to available space, the Consultant could host small meetings or group discussions in this space, including pop-up engagement opportunities

Assumptions:

- Space will be in City or publicly-owned space available at no cost to the project
- Office hours of up to 2 hours/week for up to 18 months

Deliverables:

- The Consultant will provide staff to support the *Reconnecting the Westside, Planning & Environmental Linkages Study* neighborhood presence space) to work in the space and interact with the community as needed

2.2.5 Social Media

The Consultant will create a social media subplan that includes goals, measurements, key messages, and draft posts to include effective hashtags and suggested media outlets with a timeline throughout the project and the process. The subplan will outline the channels the Consultant will be using, the timing by month, topics, and tactics that will be used, which may include (with the City’s direction) a digital advertising strategy and artwork for digital display advertising on Facebook and Twitter. Schedule could include up to two (2) different versions of ads for the Community Summits.

The Consultant will develop and implement an internal coordination campaign associated with the launch of the social assets with the City’s Communications Office, including the Public Works PIO. The Consultant will coordinate with the City on draft materials, text, and content for posting when appropriate and likely related to information about project milestones, (e.g., up-coming engagement opportunities and more, for posting on project-branded social networking pages, to include those typically used by Public Works, MoDOT and/or the community at large). The Consultant will coordinate with the City’s Communications Office, including the Public Works PIO, for Social Media launch and ongoing outreach through neighborhood specific online groups, and social media outlets,

used to inform the public about project updates and encourage attendance at events, as well as share Community Summits notifications and survey engagement.

Assumptions:

- The Consultant will set up Project Social Media Accounts.
- The purpose of social media activity is to have an online presence for project activity awareness on the Project Social Media Accounts, and in coordination with the City's existing social media accounts.
- Written content will be in MS Excel and include visual content, which will be photographs or graphics. The Consultant will post content and tag the City and may tag other major stakeholders as appropriate. One (1) post/week will be prepared for up to two social media platforms.
- The Consultant will produce, pay for, and deploy digital advertising and include in direct expenses (with the City's direction).
- The Consultant will monitor social media accounts and respond to comments, as needed.

Deliverables:

- Social Media subplan that outlines social media strategy/digital ad plans
- Social media content to support project milestones and public involvement opportunities
- Social Media coordination campaign to facilitate the launch of the social assets with the City's Communications Office, including the Public Works PIO, as well as ongoing coordination across the project lifecycle.

2.2.6 Contact Lists and Correspondence

The Consultant will develop and maintain an e-mailing and mailing list for use during the project that includes publicly available contact information (name, title, organization, mailing address, email address, and phone) for individuals who fit within the categorized list of key groups noted in the "Groups to Engage" section of the engagement and communications plan. Groups of contacts are anticipated to include public officials (municipal, state, and national), property owners, community and neighborhood groups, business and economic development representatives, advocacy organizations, community centers, libraries, faith-based institutions, resource agencies, the study team, and renters.

In addition, a new project-specific email address will be used as the email address for the project. E-mail inquiries will be acknowledged upon receipt by the Consultant and responded to by the Consultant that will request input from the City to assist with

responses if necessary. The Consultant will retain copies of e-mails and responses to share with the City upon request and for record keeping.

Also, a new project-specific phone number will be used as the phone number for the project. Phone calls and messages received by the Consultant will be answered within two business days after they are received. The Consultant will request input from the City to assist with responses if necessary. The Consultant will retain a log of calls and responses to share with the City upon request and for record keeping.

The Consultant recommends the use of Consultation Manager (<https://www.consultationmanager.com>). This robust stakeholder management tool provides modern tools for stakeholder engagement. This includes reporting tools, analytics, location mapping, sentiment tracking, and custom newsletter generation. This solution is for larger, multi-year projects like this one that will have databases of 1,000+ people.

Assumptions:

- The City will share with the Consultant existing, relevant project electronic mailing lists.
- Weekly comments/response processing of approximately 1 hour/week for 18 months

Deliverables:

- Project-specific Email Address
- Project-specific Phone Number
- Project Stakeholder Contacts List that may include both mailing addresses and e-mail addresses
- Comment Tracker system (e.g., Consultation Manager) that includes phone/voicemail/e-mail/ mail inquiries processing with comments and associated responses tracked and coded

2.2.7 Media Relations

The Consultant will provide coordination and communications as needed with the City's Communications Office, including the City's Press Secretary and Public Works PIO, in their exchanges with local news media outlets and trade publications. The Consultant will work in close consultation with the City to support the development of media advisories and news releases. An introductory media kit will be developed, and a Fact Sheet with FAQs will be prepared and provided to distribute with media releases developed and by the City's Communications Office, including the Public Works PIO.

Deliverables:

- Introductory Media Kit
- Media Relations with local news media outlets and trade publications

2.3 Discussions and Commenting

The Consultant will coordinate with the City and Project Management Team to plan and implement a schedule of public meetings and community outreach events with key audiences and major stakeholders to support the City in its efforts to engage with vested parties along the project area and in the region. The Consultant will provide regularly scheduled updates and online communications throughout the phases of the project. As appropriate, the Consultant will prepare agendas, meeting notices, presentation materials, and notes for meetings, listening sessions, community summits, City Councilperson check-ins, and telephone town halls. The Consultant will also leverage existing communications channels from the City and its public agency partners, such as the Mid-America Regional Council.

2.3.1 Listening, Empathy, and Grief Recovery Training

Because of the project’s sensitive nature, the Consultant and other study team members who will be facilitating community conversations will attend a short training course tied to the basics of listening, empathy and grief recovery, as well as the project history and background. They will use what they learn to improve the effectiveness of engagement and outreach during the project.

2.3.2 Community Advisory Group Meetings

The Consultant team will meet with a Mayor- and Fourth-District-Council- informed Community Advisory Group (CAG) up to eight (8) times during the project’s anticipated timeframe for the PEL Study. Keeping the project’s touchpoints in mind, CAG meetings will be themed as follows:

CAG Meeting	Theme	Input Needed
No. 1	Kick-off	Issues, opportunities, and goals
Nos. 2 and 3	Acknowledging history and setting the stage	Engagement plan and story gathering
Nos. 4 and 5	Mapping your vision	Initial concepts and screening criteria
Nos. 6 and 7	Refining your vision	Refined concepts, locally preferred alternative, priority selection criteria

No. 8	Next steps	Providing next-step updates and online communications as needed
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The Consultant will prepare agendas, meeting notices (email, phone, and direct mail), presentation materials, and notes for each meeting. The Consultant will also manage RSVPs and staff the meetings. The Consultant anticipates the CAG meetings will be in-person events with an online option, and CAG members will represent a variety of perspectives, including a City Council representative(s), neighborhoods, social service, advocacy, disability, business owners, (e.g. from the Westside), school and university, economic development, funding/philanthropy, faith-based, health, housing, civic, housing, and youth.

2.3.3 Neighborhood Listening Sessions

Leveraging the City’s neighborhoods database and other resources, the Consultant will attend scheduled meetings for all neighborhood groups within the project area. The Consultant anticipates attending up to 16 neighborhood meetings, and one Fourth District meeting for each of the following project touchpoints: input, initial concepts, and refined concepts—60 meetings in total. The Consultant will provide a project information sheet to share and up to three key questions to ask meeting attendees at each meeting. The questions will correspond with the touchpoints. The Consultant will summarize the responses received and provide them to the larger Consultant team and the City, so that they can be incorporated into the project. The Consultant anticipates the neighborhood listening sessions will be a combination of in-person, virtual, and/or hybrid events, depending on the preferences of each neighborhood group.

2.3.4 Community Summits

Continuing to reflect project touchpoints, the Consultant will hold three (3) iterative public events during the PEL Study called “Community Summits.”

- Community Summit 1** will focus on gathering community input that informs the Community Engagement and Communications Plan and helps establish goals and objectives, as well as the Purpose and Need for the project. In addition, the framework of the engagement and communications for the project will be shared, including how we intend to communicate early and transparently with key audiences who currently live and work throughout the project area, former residents who lived and worked there and were displaced, and major stakeholders to build trust-based relationships and establish two-way dialogues. We will make plain our intention to acknowledge the geography of harm and benefit, help process the unattended grief people have in association with the project area and understand what was lost. We will share our commitment to making sure those populations who were most harmed by what has happened in the past and continues to happen today (e.g., broken promises, people displaced, economic

erasure, amplification of historic harms through under-resourcing) along the project area, are at the center of thinking about how the community moves forward.

- **Community Summit 2** will concentrate on developing the community’s vision for the project. The Consultant will utilize maps and other tools during the meeting that enable participants to “design” initial concepts for the future Westside. Discussion topics are anticipated to involve history, culture, placemaking, land use, gentrification-sensitive business and economic development, multimodal transportation, screening criteria for the evaluation of improvement concepts, and more. After the summit, the Consultant will use Adobe Creative Cloud and other tools to illustrate the community’s concepts, apply technical analyses, and refine them as necessary. The refined concepts will be the focus of the third summit.
- **Community Summit 3** will seek the community’s reaction and response to refined concepts, identify what the locally accepted alternative should involve, and tie it to the community’s priority screening criteria.

The Consultant will prepare an agenda, meeting notices (described below), presentation materials, and notes for each summit. The Consultant will also staff them. In addition, the Consultant will work with a graphic recording artist to graphically summarize the outcomes of each summit. The artist’s rendering(s) will be shared online, posted at project headquarters, included with each subsequent summit, and more. The Consultant anticipates the meetings will be in-person events that include engaging activities for participants of all ages.

2.3.5 Key Person Interviews

The Consultant will interview key people and groups early during the project. The meetings will be one-on-one or in small groups to enable participants to express key issues, concerns, challenges, and opportunities to the study team. Interviewees may be residents, historians, neighborhood leaders, business owners, elected/appointed officials, religious leaders, and/or others. Up to 30 interviews are anticipated. Where possible, the Consultant will use audio and/or video equipment to record the interviews, so the conversations can be incorporated into a series of videos that the Consultant may develop during the project. The Consultant will summarize the results of each interview in a memorandum to the project file.

2.3.6 City Councilperson Check-In Meetings

The Consultant will coordinate and meet with the Fourth District City Council representatives up to ten (10) times during the project. The “check-ins” will correspond with the CAG meetings and help keep the district representatives updated on the status of the project.

2.3.7 Pop-up meetings and intercept surveys

The Consultant will utilize its Community Ambassadors to hold pop-up meetings at local restaurants and shops, community centers, libraries, schools, transit stops, neighborhood and other local events, meetings for related planning efforts, community walks, and/or other public gatherings. The Consultant will leverage the materials developed for the CAG meetings, Community Summits, and online commenting for the “pop-up” meetings. Up to 18 pop-ups will be held. The pop-ups will correspond with the project’s touchpoints.

Community Ambassadors Program: The Consultant team will hire and train community members in an ad hoc capacity to help with proactive engagement, including translation and interpretation, canvassing with surveys and literature, conducting interviews, and facilitating small group conversations.

2.3.8 Letters of Support

In preparation for the completion of the PEL Study, the Consultant will actively seek up to 25 letters of support from the community organizations and neighborhood residents on the locally supported alternative.

2.3.9 Project Broadcasting

2.3.9.1 Postcards

The Consultant will develop four English/Spanish postcards during the project. They will provide notice of the Community Summits and online commenting opportunities. The Consultant will develop the layouts for the postcards. Upon City approval, the Consultant will also print and mail the final versions of them to the project contact list. Mailing is planned through the United States Postal Service (USPS) using the USPS Every Door Direct Mail Service that delivers to every address along specifically selected routes. Postcards can also be distributed in-person in sets to high-volume businesses and community gathering places within the Westside for dissemination. In addition, postcard invitations can be sent to the location and owner addresses to be specified within the project area.

2.3.9.2 Information Sheets

The Consultant will develop up to four (4) English/Spanish information sheets for the project. The first will be used during project kick-off. The remaining three will correspond with the Community Summits.

2.3.9.3 Contact Cards

The Consultant will develop an English/Spanish contact card for the project. These will include the project email address, project phone number, project headquarters office address, project website address with QR code, and City or project social media channel icons. Contact cards are business-card sized and can be distributed at Community

Advisory Group Meetings, at Neighborhood Listening Sessions, Community Summits, Key Person Interviews, City Councilperson “Check-ins,” “Pop-up” Meetings, at the project headquarters, and in sets to high-volume businesses and community gathering places within the Westside for dissemination.

2.3.9.4 Email & Flier Campaigns

The Consultant will develop English/Spanish e-mail/flier marketing campaigns during the project. Each campaign will consist of a series of e-blasts and identical PDF flier that is printable. The Consultant will deploy them to the project contact list, using an electronic service that monitors the open and click-through rates as well as bounces and those who unsubscribe during and after each campaign. The campaigns will provide notice of the CAG meetings, Community Summits, “pop-up” meetings, corresponding commenting opportunities, and project updates in connection to project milestones and project progress in between milestones. Up to 30 campaigns are anticipated. Marketing campaign materials will be forwarded specifically to community groups to share in their newsletters.

2.3.9.5 Press Releases and Media Pitches

The Consultant will help the City keep local news media outlets informed on the project by drafting releases that are tied to project milestones and providing them to the City for distribution to their media contacts. The Consultant will also develop up to ten (10) media pitches during the project to capture the attention of local news outlets, including but not limited to, the Kansas City Star, Telemundo, Univision, KC Hispanic News, Dos Mundos, Kansas City University Radio (KCUR), La Gran D, Super X and Kansas City Public Television (KCPT).

2.3.9.6 Live Streams

The Consultant will coordinate with the City’s Communications Office, including the Public Works PIO, to live stream via its Facebook and Instagram platforms during the Community Summits.

2.3.9.7 Live Remote

The Consultant will work with local Spanish and English language radio outlets to conduct live remotes at the three (3) Community Summits and up to five (5) of the anticipated pop-up meetings.

2.3.10 Interactive Model-Building

The Consultant team will plan and implement interactive community engagement exercises that include hands-on and sensory-based activities involving model-building and play. A model-building exercise allows participants to use found objects (provided by Consultant) to identify their ideal spaces and places. All models are built using found

objects and are not built to scale. They are designed to level the playing field in the engagement process and encourage creativity.

The model-building workshops will be incorporated into up to three (3) pop-up events and one (1) community summit.

2.3.11 Translation and Interpretation

The Consultant will translate meeting notices, comment forms, information sheets, displays used for Community Summits and “pop-up” meetings, and videos into Spanish. The Consultant will obtain the translations from certified translators and secure interpreters for the events.

Deliverables:

- Listening, Empathy and Grief Recovery Training for Consultant and interested City team members
- Community Advisory Group Meetings (up to 8)
- Neighborhood Listening Sessions (up to 50)
- Community Summits (3) with a graphic recording artist
- Key Person Interviews (up to 30)
- City Councilperson “Check-Ins” (up to 10)
- “Pop-Up” Meetings and Intercept Surveys (up to 18)
- Letters of Support (up to 25 requests)
- Project Broadcasting Tactics (e.g., Postcards, Information Sheets, Contact Cards, Email/Flier Marketing Campaigns, Social Media Posts, Press Releases and Media Pitches, Live Streams, Live Remotes, Podcasting, Video Series, Translation and Interpretation)

3.0 Purpose and Need

3.1 Define Study Area

The proposed study area will be verified through engagement and analysis to cover the extent of needs and potential improvements.

3.2 Define Logical Termini & Segments of Independent Analysis

The study area will be assessed for logical termini of potential improvements in consideration of area needs. This may be modified as the PEL study progresses and alternatives are developed in more detail but will provide the basis for initial analysis for

the PEL study. The PEL study may recommend multiple projects that could be assessed individually in subsequent NEPA/environmental review.

The PEL study is expected to identify near-, mid-, and long-term solutions for the study area, resulting in a program of projects supporting the Westside neighborhood and Kansas City. The Consultant will develop a program framework with the City to track and organize these solutions.

3.3 Existing Conditions Analysis

This element of the PEL Study would involve field inspection and data collection from the transportation network and neighborhoods in the Study Area. Included in this examination are traffic and pedestrian counts, traffic analysis, travel demand modeling, crash data, land use patterns, socio-economic data, multimodal connectivity, infrastructure conditions, supplemented with information gathered during extensive engagement with the public. The existing conditions assessment will include review and analysis of current social, environmental, and economic conditions in the Study Area. This includes Environmental Justice areas, demographics, air quality, noise, traffic impacts, waterways and streams, historic properties, park impacts, land uses, and others.

3.3.1 Community History

The Consultant will develop a narrative of the history of the Westside neighborhood and surrounding communities using resources from public media, the public library, local historical and cultural groups, and from first-person data collection conducted through the Engagement and Communications task. The Community History will focus on the community assets of the Westside neighborhood as well as the impact of past community investments, transportation planning, urban renewal, and gentrification on the neighborhood.

Deliverables:

- Community History Narrative

3.3.2 Planning Context

The Consultant will identify and collect available past and active agency planning studies and initiatives relevant to this study. A summary of the planning efforts will be developed to present an integrated overview of the future planning context for consideration and incorporation. The Consultant will identify, collect, and summarize relevant urban development/redevelopment project information to document current and proposed economic development activity that may influence project planning efforts. The focus of

the summary will be on areas or issues in physical proximity with the improvement strategies for coordination and joint development considerations.

Deliverables:

- Planning Study Literature Review

3.3.3 Engineering & Infrastructure

3.3.3.1 Compile LIDAR, Aerial, and/or Photogrammetric Data

The Consultant will collect existing data containing 3D elevation, aerial photography, and aerial LIDAR point cloud data of the study area and project site. This information will be used to produce 3D components of a digital twin and will be used to support alternative development and screening for the PEL study.

3.3.3.2 Utilities and Railroads

The Consultant will collect existing GIS data, where available, on the location of existing above ground and below ground utilities and railroads.

3.3.3.3 As-Built Plans

Where available, the Consultant will collect as-built plans for major infrastructure located in the study area, including the following facilities, including I-35, I-670, Beardsley Road, Southwest Trafficway, and Southwest Boulevard. As-Built plans will be used to assess the current condition and impacts of existing infrastructure and in the development of reconnection strategies.

3.3.3.4 Soil & Geotechnical Data

The Consultant will collect existing data on soils from the USDA Soil Survey. Existing geotechnical studies within the study area from recent projects may also be collected for use in the study. New geotechnical fieldwork is not included in this scope.

3.3.3.5 FEMA / Floodplain Models

The Consultant will request existing FEMA effective models for the study area (Turkey Creek). The Consultant will also request existing stormwater drains, outfalls, basins, and retention areas from the City Water Services Department. This analysis will be used to understand existing drainage and flooding issues within the study area as well as opportunities for green infrastructure that can be incorporated into future facility design.

3.3.3.6 Infrastructure Conditions Data

The Consultant will collect bridge inspection reports (NBI data) for all bridges within the study area. The Consultant will also collect existing City and MoDOT data on the condition of pavements, sidewalks, traffic signals, and streetlights located within the study area.

This data will be used to understand the maintenance needs of existing infrastructure as well as gaps to connectivity within the study area.

Deliverables:

- Engineering and Infrastructure Tech Memo (including supporting maps, documentation, and other resources)

3.3.4 Multimodal Transportation and Connectivity

The Consultant will collect and analyze data related to walking, bicycling, and fixed route and demand response transit within the study area. The Consultant will collect data on existing facilities, routes, and services to better understand gaps and needs for multimodal transportation today.

3.3.4.1 Public Transportation

The Consultant will review data on transit service in the corridor, including ridership by stop location, on-time performance, and service spans and frequency of existing routes. The Consultant will also review coverage gaps of the current system. The Consultant will identify opportunities and costs associated with additional fixed route service within the study area.

3.3.4.2 Bike/Ped Facilities

The Consultant will review the existing sidewalk network and conditions and the existing and proposed bicycle network within the study area. The Consultant will use a Bicycle Level of Traffic Stress to better understand areas where traffic calming and the introduction of dedicated facilities could improve the experience of both walking and bicycling within the study area, creating a network of lower-stress streets for Westside residents.

3.3.4.3 Parking and Loading

The Consultant will review existing parking supply and needs within the study area, focused in the area along Southwest Boulevard and at 17th Street and Summit Street. The Consultant will review existing parking management practices to better understand how they meet the needs of residents and business owners.

Deliverables:

- Multimodal Transportation Tech Memo (including supporting maps, documentation, and other resources)

3.3.5 Traffic Safety

3.3.5.1 Existing Crash Data Analysis

The Consultant will collect up to 10 years of crash data within the study area boundary for analysis. The Consultant will analyze the location, severity, movement patterns, and user types involved at crashes on highways and surface streets. The Consultant will develop crash diagrams for the signalized intersection locations within the study area. An equity lens will be applied to the analysis to understand the community's resilience to traffic incidents and assess intervention types including infrastructure and fine-based interventions.

3.3.5.2 Countermeasures Analysis

The Consultant will use Crash Modification Factors to understand the crash reduction potential of various intersection, roadway, and limited access highway safety improvements as alternatives are developed and screened. The crash reduction potential of each program of projects will be used as a potential alternative screening criterion.

Deliverables:

- Transportation Safety Tech Memo (including supporting maps, documentation, and other resources)

3.3.6 Traffic Modeling

The Consultant will use macroscopic and/or DTA modelling as well as microsimulation to model the impact of alternatives at key locations throughout the study area. Macroscopic and DTA modeling would be used to evaluate the impact of major changes to the highway network. Microscopic modeling would be used for detailed analysis of these changes, primarily for the impact to local streets. Microscopic analysis can also be used to assess the impact of modest changes to the highway system or safety interventions such as a road diet. The Consultant will use and modify existing models such as the regional MARC EMME model and the regional Dynameq model produced for the Beyond the Loop study.

3.3.6.1 Data Collection

The Consultant will acquire the MARC EMME model (including model, data, scripts, and documentation) and the most recent version of the Dynameq model for adaptation and use in this study. Origin-Destination data from the MARC EMME model and/or Replica will be used to update the model (Replica data does not come at an additional cost to the project). Present day zone-to-zone travel times will be collected for a sample of zones within the region using data from the Google Maps API. The Consultant will also collect traffic volumes and speeds from MoDOT permanent count locations where available for use in DTA model calibration.

Turning Movement Count data will also be collected at **up to 17** signalized intersections within the study area for use in microsimulation (12 hour counts). Signal timings and phasing will also be collected for each of the signals, subject to availability by the signal owner.

3.3.6.2 Regional and DTA Modeling

The Consultant will update and calibrate the existing DTA model with newly collected travel time and traffic volume data. Present day and future year (2050) models will be developed based on the Mid-America Regional Council's forecast and technical stakeholder input.

The Consultant will produce results for a no-build alternative and up to two build alternatives. The Consultant will recommend the two build alternatives to be approved by the Project Management Team. The analysis will produce performance metrics such as travel speeds, travel times, VMT, and delay for PM peak hour conditions. The results of this data will be postprocessed for use in microsimulation, as well as the evaluation of other environmental and socioeconomic criteria for each alternative.

3.3.6.3 Microsimulation (VISSIM) modeling

Microsimulation will be used for detailed analysis of existing conditions and up to two (2) alternatives on key corridors during weekday PM peak periods, including Broadway, Southwest Boulevard, Southwest Trafficway, and I-35. The Consultant will recommend the two build alternatives for analysis, to be approved by the Project Management Team. The consultant will develop a VISSIM network of these corridors within the study area for existing and future year (2050) analysis. Analysis of up to two (2) build alternatives and a no-build alternative will be included.

Assumptions:

- MARC will provide the regional travel model and access to model skims
- MARC/MoDOT/KCMO will provide existing Dynameq model to be updated by consultant (excluding new geographies)
- KCMO and other signal owners will provide signal phasing and timing information
- Dynameq modeling will be independent of other modeling efforts
- Dynameq modeling will be used to convey major changes to I-35 and/or I-670 only
- Consultant will collect 12-hour turning movement counts at signal locations
- MODOT will provide one (1) round of review of I-35 VISSIM existing conditions model only

Deliverables:

- Traffic Modeling Memo
- Updated DTA Model with Build Scenarios
- VISSIM models and visualization

3.3.7 Equity and Social Environment

Resource in this section will be developed, compiled, and reported in compliance with MoDOT Community Impact Assessment requirements (including Title VI of the Civil Rights Act), in expectation of the PEL study's transition to NEPA documentation in the future. A community profile will be developed, needs of the community documented, effects of proposed alternatives assessed, and solutions or mitigation for potential adverse effects studied. Public, stakeholder, and agency involvement will shape the work iteratively and will be documented in the PEL study.

3.3.7.1 Social, Economic, and Demographic Data

Desktop, planning, survey, and outreach data will be used to summarize the socioeconomic drivers of the neighborhood, characterizing who lives, works, learns, shops, and plays in the Westside, among other activities. Employers, employment, and businesses in the study area will be studied, along with who uses the transportation system in the study area and for what purposes. This data will be developed, compiled, and reported in compliance with MoDOT Community Impact Assessment requirements (including Title VI of the Civil Rights Act), in expectation of the PEL study's transition to NEPA documentation in the future.

3.3.7.2 Public Health

The WHO, US EPA, US CDC and other health policy leaders support integrating public health considerations in the planning process. Following the CDC's guidelines for structuring a health impact assessment, the screening and scoping steps will use desktop data and outreach to characterize public health trends in the study area and how they may relate to transportation and study alternatives. The Kansas City Health Prosperity map identifies 3 zones in the city where the opportunity to lead a healthy life is lacking, and the Westside is in the Central zone identified in this determination. Further identifying associated risk factors of this Zone and the Westside, the Kansas City Health Explorer presents pre-identified geographic factors impacting health which, in conjunction with a review of CDC's PLACES, will frame areas for further assessment in terms of transportation-impacted health concerns. Desktop data may include, but is not limited to:

- The Council on Environmental Quality’s Climate and Economic Justice Screening Tool (CEJST), which estimates a census tract’s pollution burden on several environmental and socioeconomic criteria,
- The United States Department of Agriculture (USDA)’s Food Access Research Atlas, which identifies food deserts,
- County Health Rankings, a project led by the Robert Wood Johnson Foundation, which assesses a county’s performance on various health outcomes in relation to other counties in the state as well as the United States as a whole, and
- The Social Determinants of Health Atlas, a project spearheaded by the University of Chicago that quantifies a census tract’s level of disadvantage based on various upstream health factors.

These and other resources will be reviewed to identify aspects of public health concern, which will be reviewed alongside local and regional planning policies and goals to inform study alternatives. The consultant will summarize public health-related data gathered from the PEL (e.g., air quality, traffic noise, water resources, and Fire/EMS access) to present a comprehensive review of study alternative health impacts. The consultant will develop a matrix of health impact analysis and evaluation across fields supported by qualitative assessment of potential health impacts and maps to aid in visualization to support alternatives screening, if applicable. The public health assessment completed for the PEL study will serve as the basis for any potential further health impact assessments completed for related projects during NEPA.

3.3.7.3 Environmental Justice and Equity

Executive Orders 12898 and 14096, as well as Justice40 and the CEQ CEJST and the US EPA EJ Screen tool will be used, along with MoDOT’s environmental justice procedures, to identify underserved populations in the study area. Engagement and further assessment for equity in the study area will identify needs of underserved populations and travelers, and which of those needs could be supported by study alternatives.

3.3.7.4 Housing Affordability

The Consultant will review the current state of housing affordability, including supply and demand of inventory, the balance of thriving wages and housing costs, and household needs within the Westside neighborhood. This includes examining the current housing stock, housing tenure and cost burdened status, existing income-restricted housing supply (e.g. public housing, LIHTC), and strategies and existing and needed policies to preserve and produce affordable housing. The Consultant will review ways in which transportation improvements could impact affordability and explore strategies to reduce this impact and/or plan for new affordable units as a part of a program of projects.

3.3.7.5 Community Facilities

Community institutions, facilities, schools, and emergency services needs and coverages will be assessed for characterization, transportation need, and community use with respect to the PEL study.

3.3.7.6 History and Cultural Resources

This scope of work does not include a Phase I Cultural Resources Survey, which is typically done during Section 106 review during NEPA documentation. The historic preservation and cultural resources work for the PEL study will include coordination with cultural resource stakeholders (including the State Historic Preservation Officer, local historic preservation groups as applicable, and Tribal Historic Preservation Officers/tribes with interest in the geographic area. Known cultural resources in the study area will be inventoried, including National Register of Historic Places properties and districts, to inform alternatives development and screening and to help scope future cultural resources surveys during NEPA.

Deliverables:

- Equity and Social Environment Tech Memo (including supporting maps, documentation, and other resources)

3.3.8 Urban Design/Built Environment

3.3.8.1 Land Use, Zoning, and Neighborhood Character

The Consultant will examine the existing land use and zoning restrictions within the Westside neighborhood and ways that they have shaped the character of the built environment over the years. The Consultant will evaluate the density, form, and scale of buildings within the study area. The Consultant will coordinate with Community Engagement efforts to better understand local preferences for the character of infill development.

3.3.8.2 Public Realm, Parks, and Streetscape

The Consultant will analyze the existing state of parks, playgrounds, public spaces, and streetscape within the study area. The Consultant will identify gaps and needs in the public realm and opportunities for investment in an improved public realm.

3.3.8.3 Assets, Barriers, and Opportunities

The Consultant will analyze existing community assets, barriers to connection, and opportunities for better connection and community-supportive development within the study area.

Deliverables:

- Urban Design/Built Environment Tech Memo (including supporting maps, documentation, and other resources)

3.3.9 Natural Environment

3.3.9.1 Natural Resources, Water and Wetlands, Threatened and Endangered Species

The PEL study will include a desktop-level review of natural resources, federal and state threatened and endangered (T&E) species, water and wetland resources in the study area and effects from proposed alternatives. US EPA, Missouri DNR, and USFWS National Wetland Inventory (NWI) and T&E data, among others, will be used for this work. The PEL study's desktop review will be the basis of future state and federal (Section 7) threatened and endangered species and Section 404/401 Clean Water Act assessments during future NEPA documentation for projects identified at the conclusion of the PEL Study. Future water and wetlands work under NEPA is expected to use field survey data obtained through MoDOT's Request for Environmental Services (RES) process, and T&E work under NEPA would conduct federal and state T&E coordination through the RES process, but that level of work is not typical for PEL studies.

3.3.9.2 Hazardous and Solid Waste

A review of known hazardous substances in the study area will be conducted using desktop federal and state data as directed per the EPG. These known locations will be assessed against proposed alternatives, and this work will be the basis of future hazardous waste surveys that would be conducted during subsequent NEPA reviews through MoDOT's RES process.

3.3.9.3 Air Quality

The PEL study will include a review of National Ambient Air Quality Standards (NAAQS) for the area and any areas of non-attainment, as well as conformity plans with the State Implementation Plan.

3.3.9.4 Noise

The PEL study will include data collection that will be the basis of a future Type I noise study (if required) during subsequent NEPA documentation. The PEL study will include identification of likely noise receptors associated with noise-sensitive land uses within 500 feet of identified project alternatives. The PEL study is not anticipated to include traffic noise modeling work that would be completed as part of a Type I noise study during NEPA.

3.3.9.5 Section 4(f)/6(f)

The PEL study will identify facilities likely protected by Section 4(f) of the US DOT Act and by Section 6(f) of the Land and Water Conservation Act. Section 6(f) lands identification will occur through agency coordination with the State of Missouri, and effects to these lands will be avoided by alternatives. The PEL study will identify likely Section 4(f) properties of publicly owned parks, recreational, wildlife/waterfowl refuges, as well as any known properties on or eligible for the National Register of Historic Places. It is anticipated that additional properties potentially eligible for the National Register of Historic Places may be identified during Phase I Cultural Resources Survey during subsequent NEPA processes, and the Section 4(f) property identification during PEL will remain as “potential” until NEPA.

Deliverables:

- Natural Environment Tech Memo (including supporting maps, documentation, and other resources)

3.4 Digital Twin Development

The Consultant will develop a Digital Twin using Autodesk InfraWorks. The digital twin will serve as a repository for GIS data and other digitized data resources within the study area. The Consultant will use the digital twin in order to develop, analyze, and visualize alternatives within the study area.

Deliverables:

- Autodesk InfraWorks Model

3.5 Assessment of the Affected Area

The Consultant will prepare a draft Affected Environment memorandum for distribution to the City for review and comment. The Consultant will address comments from the various groups and provide a final approved Affected Environment memorandum. The approved memorandum then becomes the Affected Environment components of the PEL study. The Affected Environment memo will contain summaries of the findings of the existing conditions analysis in Task 3.3.

Deliverables:

- Affected Environment Memo

3.6 Purpose & Need Document

The Consultant will coordinate and engage with the City, the community, and resource agencies through scoping meetings, public and stakeholder engagement, and through an

analysis of the collected data to develop the PEL Study's Purpose and Need Statement. The Purpose and Need will be the basis for identifying the needs for transportation improvements, defining goals and objectives of the PEL Study, and support development of a framework and methodology for screening and evaluating alternative strategies. A matrix that classifies near-, mid-, and long-term needs for the study area will be developed in support of the study's program framework for near-, mid-, and long-term solutions for the area.

The Consultant will prepare a purpose and need statement for review and comment based on identification of needs and deficiencies. The statement will reflect the context sensitivity of the transportation needs within the Study Area to support the attainment of stated transportation goals by encouraging the consideration of land use, transportation, environmental and infrastructure needs.

The Consultant will prepare a draft Purpose and Need Statement for distribution to the City for review and comment. The initial draft will be reviewed exclusively by the City, comments will be addressed, and a revised draft will be developed. The revised draft will then be distributed to the various stakeholders for review and comment, including:

- **Missouri DOT** – Missouri DOT will provide review and comment on the Purpose and Need Statement for compliance with the EPG and state PEL procedures.
- **Federal Highway Administration** – FHWA will be provided with the opportunity to review and comment. It is important that FHWA states they have “no further comment” on the Purpose and Need Statement during this phase, to set up their final approvals of the PEL document after the PEL process transitions into NEPA.
- **Resource Agencies and Interested Tribes** – The interested local/regional, state and federal resource agencies and interested tribes will be sent via email the Purpose and Need for their review and comment.

The “no further comment” version of the Purpose and Need Statement then becomes the Purpose and Need chapter of the final PEL report.

Deliverables:

- Draft Purpose and Need Document
- Final Purpose and Need Document

3.7 Develop Screening Criteria

The Consultant will then develop an alternatives evaluation and screening process based on the Purpose and Need. This effort will include development of a framework and procedures for identifying the range of reasonable alternatives to be carried into subsequent NEPA studies. Evaluation criteria will be based on the Statement of Purpose

and Need, and other PEL Study goals such as housing affordability and reflective of the goals of near-, mid-, and long-term solutions. The criteria developed will consider environmental resources, performance metrics, and other resources identified in other regional planning documents.

The Consultant will develop and apply basic measures to evaluate alternatives strategy scenarios. The Consultant will prepare a brief draft Evaluation Criteria and Screening Methodology to document the performance metrics to be applied in the study. This will include a draft screening matrix and descriptive summaries of each criterion to help explain how the criteria was applied.

Deliverables:

- Screening Criteria Metrics and Tech Memo (including supporting maps, documentation, and other resources)

4.0 Alternative Development and Screening

The initial range of strategies and alternatives will be evaluated and screened based on the criteria established in Purpose and Need Statement. The screening process will use a two-step process with increasing levels of analysis to reduce the broad range of alternatives to a set of reasonable alternatives to be further evaluated at a higher level of detail. The purpose of the initial (Level 1) screening is to eliminate unsuitable or infeasible alternatives as well as alternatives that do not meet the Purpose and Need. The data used in the Level 1 screening will include information already obtained or easily obtainable. The comparative level of screening (Level 2) will evaluate and screen those strategies and alternatives that carry forward from the Level 1 screening. The evaluation for each alternative will include development of conceptual alignments, typical sections, and order of magnitude opinions of costs. Alternatives and strategies will be compared relative to each other, and in relation to the No-Build Alternative.

4.1 Initial Alternatives

The Consultant will identify a broad range of alternatives and/or strategies that will be evaluated to determine how well they meet the identified Purpose and Need and established screening criteria. This range of alternatives will not be limited to typical transportation improvement strategies but will include other non-transportation options as well. Potential improvement strategies could range from small, short-term enhancement options to large, long-term investments.

4.1.1 Develop Initial Alternatives

The Consultant will develop an initial set of alternatives for high-level screening of feasibility and alignment with the purpose and need statement. The goal of the Consultant team is to co-develop these alternatives based on community meetings at the second Community Summit. These alternatives will feature high-level desktop GIS analysis and limited 2D design concepts to understand benefits and impacts. High-level visualizations and sketches of these alternatives will also be used.

The initial alternatives will focus on addressing the following:

- **Connections within the Westside:** These alternatives will focus on network-level improvements within the Westside, addressing internal barriers such as railroad infrastructure, and improving the safety and walkability of arterial and collector streets, like Broadway, Southwest Boulevard, 31st Street, Southwest Trafficway, and Avenida Cesar Chavez.
- **I-35 and I-670:** These alternatives will focus on addressing impacts of the highway system, including I-35 and I-670 and associated ramps.
- **Beardsley Road:** Beardsley Road serves as a main connection between the Westside, West Bottoms, and River Market neighborhoods. However, limited facilities for bicyclists or pedestrians along this corridor make travel difficult for anyone not using an automobile.

4.1.2 Level 1 Screening: Feasibility, Purpose & Need Alignment

A NEPA-appropriate screening process will be used and applied to the universe of initial alternatives to eliminate the obviously infeasible alternatives or alternatives that do not meet the Purpose and Need Statement. The Consultant will determine and assess the potential impacts of the initial set of alternative strategies based on the approved evaluation criteria. The potential impacts for each evaluation factor will be estimated using quantitative and qualitative assessments and compiled in a comprehensive screening matrix for comparative purposes. The initial screening will be based on the purpose and need developed for the project.

Deliverables:

- Initial Alternatives
- Level 1 Screening Matrix and Memo

4.2 Reasonable Alternatives

4.2.1 Refine Screened Alternatives

Based on the findings and conclusions of the Level 1 evaluation and screening, a short-list of alternatives will be identified and defined. These alternatives will be refined in detail and precision, identifying key areas of refined detail, such as physical tight spots. Design or configuration options will be identified as necessary to identify opportunities for improved operations, increased opportunities for economic development opportunities, and/or reduced impacts to the environment. Based on the refinements and design options, the set of alternatives will be reconstituted as appropriate to define a final set of reasonable and feasible alternatives for the Level 2 evaluation.

4.2.2 Level 2 Screening: Community and Natural Environment

Based on the final set of refined alternatives, the Consultant will perform a comprehensive test of each of the short-listed alternatives. This test will use a decision process matrix with a comprehensive overview of all key evaluation criteria in a manner and format similar to the Level 1 screening, but with a higher degree of certainty and a greater emphasis on the ability to provide future refinements to optimize operational benefits, enhance opportunities for adjacent economic development activity, and reduce negative impacts to the environment. The Level 2 evaluation will include assessments of near, mid, and long term solutions and map how the sponsoring agencies can include these solutions in the implementation of alternatives. Alternative implementation includes considerations of phasing, staging and interagency coordination.

4.2.3 Alternative Visualization

The Consultant team will develop visualizations and renderings of the Reasonable Alternatives. The Consultant will determine the appropriate visualization type, including concept diagrams, sketches, ground-level perspectives, site plans, sections or section perspectives, and aerial 3D perspective or axonometric drawings.

Deliverables:

- Refined Alternatives
- Level 2 Screening
- Reasonable Alternative Visualizations

4.3 Alternative Strategies Memo

The Consultant will prepare a draft memorandum that documents the development, screening, and evaluation of evaluation and screening criteria, the initial and reasonable

alternatives, and the evaluation process for screening those alternatives. The initial draft will be reviewed by the City, comments will be addressed, and a revised draft will be developed. The approved Alternative Strategies Memo will become the Alternatives chapter of the PEL study.

5.0 PEL Documentation

5.1 Draft PEL Study

A draft PEL document will be prepared by the Consultant for review and comment. The PEL Report will be a technical summary of the engineering and environmental considerations, assumptions, analysis methodologies and illustrations of the final recommended alternatives and implementation considerations.

5.2 Final PEL Study

The initial draft will be reviewed exclusively by the City, comments will be addressed, and a revised draft will be developed. The revised draft will then be distributed to the various stakeholders for review and comment, including:

- **Missouri DOT** – Missouri DOT will provide review and comment on the PEL study for compliance with the EPG and state PEL procedures.
- **Federal Highway Administration** – FHWA will be provided with the opportunity to review and comment. It is important that FHWA states they have “no further comment” on the PEL study during this phase, to set up their final approvals of the PEL document after the PEL process transitions into NEPA.
- **Resource Agencies and Interested Tribes** – Finally, the interested local/regional, state and federal resource agencies and interested tribes will be sent via email the draft PEL Document for their review and comment.

The Consultant will address comments from the various groups and provide a final approved PEL Document, including related Appendices. It has been assumed that one (1) hard copy of both the final PEL Document and the Appendices will be provided. In addition, both the final PEL Document and the Appendices will be produced in Adobe Acrobat as a pdf document and provided either via a link to a Google Drive folder (or similar format) or a thumb drive.

The Consultant will assist the City with the presentation of the final PEL Report to leadership, project partners and key stakeholders, as requested.

5.3 PEL Questionnaire

The Consultant will complete the FHWA PEL Questionnaire for documentation of the PEL Study and for use with the future NEPA actions. A draft questionnaire will be submitted with the draft PEL document for review and comment.

5.4 Action Plan / Implementation Strategy

The Consultant will develop an action plan and implementation strategy chapter to help advance a program of projects for further development and implementation. The Consultant will also document supporting recommendations and strategies that are related to and supportive of the program of projects, such as affordable housing.

5.4.1 Projects & Alternatives Matrix

The Consultant will develop a matrix of projects and alternatives, including Tier 1 and Tier 2 screened alternatives. The projects will be organized into logical segments of independent utility and include information of rough order of magnitude project costs, project feasibility, project goals, timing, and NEPA considerations.

5.4.2 NEPA/Environmental Permitting Next Steps

The PEL study will contain a section summarizing next steps to transition the PEL study into the NEPA process for any projects identified at the end of the PEL study. The PEL to NEPA transition process documented in the MoDOT EPG will be used. The PEL questionnaire contains information to be considered during the transition into NEPA. Also, if the PEL study is to be incorporated by reference into any future NEPA process, the PEL study must be made available for review and comment. The transition section will also state any requirements that will be needed during NEPA in order to incorporate the PEL study as noted in the EPG or that arise during the PEL study, such as any gaps that need to be studied in further detail in NEPA, assessing the PEL study for new information, any steps needed to convert PEL milestones into NEPA milestones, or any follow-up steps needed to be completed during NEPA.

5.4.3 Project Finance and Value Capture

The Consultant will identify funding opportunities, including Federal competitive discretionary grants, Federal formula funding, and State and Local funding sources that can fund projects in the immediate, near term, and long term. The Consultant will also explore the use of value capture and the city's access to Federal credit programs through the Build America Bureau's Emerging Projects Agreement.

5.4.4 Supporting Recommendations and Strategies

The Consultant will develop sub-chapter of policy and process recommendations that are important to the success of projects identified in the PEL study and to limit the impacts of displacement and gentrification. Recommendations will focus on strategies to increase the supply of affordable housing, preserve neighborhood character, and support other community goals as identified in the Purpose and Need Statement.

Deliverables:

- Action Plan/Implementation Chapter
- One-page implementation executive summary
- Affordability Analysis Memo

1.2.1 Project Kickoff

The Subconsultant will attend a Project Kickoff meeting with the Project Team and partner firms to set expectations and discuss the scope of work for the Planning and Environmental Linkages Study.

1.2.2 Biweekly Project Team Coordination Meetings

The Subconsultant will attend virtual or hybrid virtual/in-person meetings with the City's project team (the "Project Management Team") and key task leads throughout the duration of the project. The biweekly meetings will be used to provide a status update on all active and upcoming tasks and discuss issues needing resolution. The Subconsultant will also attend meetings on an as-needed basis for more in-depth discussion of issues or project deliverables.

1.2.3 Discipline Team Coordination

The Subconsultant will host a virtual biweekly Communications Team meeting that other engagement and communications consultant team members will attend.

1.3 Agency Coordination

1.3.1 MoDOT/FHWA Coordination

The Subconsultant will attend consultation meetings with MoDOT and the Federal Highway Administration at multiple key points of the Planning and Environmental Linkages study. Based on guidance from the MoDOT Engineering Policy Guide (EPG), these key points will include:

- Initial Kickoff Meeting
- Purpose and Need Draft
- Alternatives Analysis
- Environmental Evaluation
- Final Report and Next Steps

1.3.2 Other Local, State, and Federal Agency Coordination

The Subconsultant will attend meetings with local, regional, state, and Federal agencies on an as-needed basis to coordinate on various elements of the PEL study or discuss that respective agency's role respective to various alternatives.

1.3.3 Tribal Coordination

The Subconsultant will support FHWA coordination with tribes throughout the PEL process, specifically as the Purpose and Need statement is developed and as the Reasonable Alternatives are identified. The Subconsultant will review draft consultation

letters and exhibits at both stages and offer to meet with tribes if they are interested. Should tribal governments express interest in a meeting, the Subconsultant will attend these meetings and provide presentation materials.

2.0 Engagement and Communications

2.3 Discussions and Commenting

2.3.1 Listening, Empathy, and Grief Recovery Training

Because of the project's sensitive nature, the Subconsultant and other study team members who will be facilitating community conversations will attend a short training course tied to the basics of listening, empathy and grief recovery, as well as the project history and background. They will use what they learn to improve the effectiveness of engagement and outreach during the project.

2.3.2 Community Advisory Group Meetings

The Subconsultant will attend up to eight (8) CAG meetings during the project's anticipated timeframe. The Subconsultant will support the CAG meetings with the development of presentation materials and by presenting certain analyses and concepts related to its scope of work to the CAG.

2.3.4 Community Summits

The Subconsultant will attend up to three (3) Community Summits. The Subconsultant will support the Community Summits by producing and formatting its analyses and work products (described in Task 3 and Task 4 below) for use in the Community Summits.

3.0 Purpose and Need

3.1 Define Study Area

The proposed study area will be verified through engagement and analysis to cover the extent of needs and potential improvements. The Subconsultant will provide input and review on the draft study area.

3.2 Define Logical Termini & Segments of Independent Analysis

The Subconsultant will provide input and review the draft logical termini and segments of independent analysis developed for the study.

3.3 Existing Conditions Analysis

The Subconsultant will support the Existing Conditions analysis and lead subtasks in reviewing existing engineering and infrastructure and the natural environment.

3.3.3 Engineering & Infrastructure [LEAD]

3.3.3.3 As-Built Plans

Where available, the Subconsultant will collect as-built plans for major infrastructure located in the study area, including the following facilities, including I-35, I-670, Beardsley Road, Southwest Trafficway, and Southwest Boulevard. As-Built plans will be used to assess the current condition and impacts of existing infrastructure and in the development of reconnection strategies.

3.3.3.4 Soil & Geotechnical Data

The Subconsultant will collect existing data on soils from the USDA Soil Survey. Existing geotechnical studies within the study area from recent projects may also be collected for use in the study. New geotechnical fieldwork is not included in this scope.

3.3.3.5 FEMA / Floodplain Models

The Subconsultant will request existing FEMA effective models for the study area (Turkey Creek). The Subconsultant will also request existing stormwater drains, outfalls, basins, and retention areas from the City Water Services Department. This analysis will be used to understand existing drainage and flooding issues within the study area as well as opportunities for green infrastructure that can be incorporated into future facility design.

3.3.3.6 Infrastructure Conditions Data

The Subconsultant will collect bridge inspection reports (NBI data) for all bridges within the study area. The Subconsultant will also collect existing City and MoDOT data on the condition of pavements, sidewalks, traffic signals, and streetlights located within the study area. This data will be used to understand the maintenance needs of existing infrastructure as well as gaps to connectivity within the study area.

Deliverables:

- Engineering and Infrastructure Tech Memo (including supporting maps, documentation, and other resources)

3.3.9 Natural Environment [LEAD]

3.3.9.1 Natural Resources, Water and Wetlands, Threatened and Endangered Species

The PEL study will include a desktop-level review of natural resources, federal and state threatened and endangered (T&E) species, water and wetland resources in the study area

and effects from proposed alternatives. US EPA, Missouri DNR, and USFWS National Wetland Inventory (NWI) and T&E data, among others, will be used for this work. The PEL study's desktop review will be the basis of future state and federal (Section 7) threatened and endangered species and Section 404/401 Clean Water Act assessments during future NEPA documentation for projects identified at the conclusion of the PEL Study. Future water and wetlands work under NEPA is expected to use field survey data obtained through MoDOT's Request for Environmental Services (RES) process, and T&E work under NEPA would conduct federal and state T&E coordination through the RES process, but that level of work is not typical for PEL studies.

3.3.9.2 Hazardous and Solid Waste

A review of known hazardous substances in the study area will be conducted using desktop federal and state data as directed per the EPG. These known locations will be assessed against proposed alternatives, and this work will be the basis of future hazardous waste surveys that would be conducted during subsequent NEPA reviews through MoDOT's RES process.

3.3.9.3 Air Quality

The PEL study will include a review of National Ambient Air Quality Standards (NAAQS) for the area and any areas of non-attainment, as well as conformity plans with the State Implementation Plan.

3.3.9.4 Noise

The PEL study will include data collection that will be the basis of a future Type I noise study (if required) during subsequent NEPA documentation. The PEL study will include identification of likely noise receptors associated with noise-sensitive land uses within 500 feet of identified project alternatives. The PEL study is not anticipated to include traffic noise modeling work that would be completed as part of a Type I noise study during NEPA.

3.3.9.5 Section 4(f)/6(f)

The PEL study will identify facilities likely protected by Section 4(f) of the US DOT Act and by Section 6(f) of the Land and Water Conservation Act. Section 6(f) lands identification will occur through agency coordination with the State of Missouri, and effects to these lands will be avoided by alternatives. The PEL study will identify likely Section 4(f) properties of publicly owned parks, recreational, wildlife/waterfowl refuges, as well as any known properties on or eligible for the National Register of Historic Places. It is anticipated that additional properties potentially eligible for the National Register of Historic Places may be identified during Phase I Cultural Resources Survey during subsequent NEPA processes,

and the Section 4(f) property identification during PEL will remain as “potential” until NEPA.

Deliverables:

- Natural Environment Tech Memo (including supporting maps, documentation, and other resources)

3.5 Assessment of the Affected Area [LEAD]

The Subconsultant will prepare a draft Affected Environment memorandum for distribution to the City for review and comment. The Subonsultant will address comments from the various groups and provide a final approved Affected Environment memorandum. The approved memorandum then becomes the Affected Environment components of the PEL study. The Affected Environment memo will contain summaries of the findings of the existing conditions analysis in Task 3.3.

Deliverables:

- Affected Environment Memo

3.6 Purpose & Need Document [LEAD]

The Subconsultant will coordinate and engage with the City, the community, and resource agencies through scoping meetings, public and stakeholder engagement, and through an analysis of the collected data to develop the PEL Study’s Purpose and Need Statement. The Purpose and Need will be the basis for identifying the needs for transportation improvements, defining goals and objectives of the PEL Study, and support development of a framework and methodology for screening and evaluating alternative strategies. A matrix that classifies near-, mid-, and long-term needs for the study area will be developed in support of the study’s program framework for near-, mid-, and long-term solutions for the area.

The Subconsultant will prepare a purpose and need statement for review and comment based on identification of needs and deficiencies. The statement will reflect the context sensitivity of the transportation needs within the Study Area to support the attainment of stated transportation goals by encouraging the consideration of land use, transportation, environmental and infrastructure needs.

The Subconsultant will prepare a draft Purpose and Need Statement for distribution to the City for review and comment. The initial draft will be reviewed exclusively by the City, comments will be addressed, and a revised draft will be developed. The revised draft will then be distributed to the various stakeholders for review and comment, including:

- **Missouri DOT** – Missouri DOT will provide review and comment on the Purpose and Need Statement for compliance with the EPG and state PEL procedures.
- **Federal Highway Administration** – FHWA will be provided with the opportunity to review and comment. It is important that FHWA states they have “no further comment” on the Purpose and Need Statement during this phase, to set up their final approvals of the PEL document after the PEL process transitions into NEPA.
- **Resource Agencies and Interested Tribes** – The interested local/regional, state and federal resource agencies and interested tribes will be sent via email the Purpose and Need for their review and comment.

The “no further comment” version of the Purpose and Need Statement then becomes the Purpose and Need chapter of the final PEL report.

Deliverables:

- Draft Purpose and Need Document
- Final Purpose and Need Document

3.7 Develop Screening Criteria

The Subconsultant will provide suggestions and review of alternative screening criteria developed by the Consultant.

4.0 Alternative Development and Screening

The Subconsultant will support the development and screening of project alternatives. The Subconsultant will lead the screening of initial and refined alternatives and contribute to the development of initial alternatives and refinement of screened alternatives. The Subconsultant will lead the development of the Alternative Strategies Memo.

4.1 Initial Alternatives

The Consultant team will identify a broad range of alternatives and/or strategies that will be evaluated to determine how well they meet the identified Purpose and Need and established screening criteria. This range of alternatives will not be limited to typical transportation improvement strategies but will include other non-transportation options as well. Potential improvement strategies could range from small, short-term enhancement options to large, long-term investments.

4.1.1 Develop Initial Alternatives

The Subconsultant will support development of initial alternatives for high-level screening high-level screening of feasibility and alignment with the purpose and need statement. The goal of the Consultant team is to co-develop these alternatives based on community meetings at the second Community Summit. These alternatives will feature high-level

desktop GIS analysis and limited 2D design concepts to understand benefits and impacts. High-level visualizations and sketches of these alternatives will also be used.

The initial alternatives will focus on addressing the following:

- **Connections within the Westside:** These alternatives will focus on network-level improvements within the Westside, addressing internal barriers such as railroad infrastructure, and improving the safety and walkability of arterial and collector streets, like Broadway, Southwest Boulevard, 31st Street, Southwest Trafficway, and Avenida Cesar Chavez.
- **I-35 and I-670:** These alternatives will focus on addressing impacts of the highway system, including I-35 and I-670 and associated ramps.
- **Beardsley Road:** Beardsley Road serves as a main connection between the Westside, West Bottoms, and River Market neighborhoods. However, limited facilities for bicyclists or pedestrians along this corridor make travel difficult for anyone not using an automobile.

Prior to beginning alternative development, the Consultant and Subconsultant which firm will develop alternatives for various segments of independent utility.

4.1.2 Level 1 Screening: Feasibility, Purpose & Need Alignment [LEAD]

A NEPA-appropriate screening process will be used and applied to the universe of initial alternatives to eliminate the obviously infeasible alternatives or alternatives that do not meet the Purpose and Need Statement. The Subconsultant will determine and assess the potential impacts of the initial set of alternative strategies based on the approved evaluation criteria. The potential impacts for each evaluation factor will be estimated using quantitative and qualitative assessments and compiled in a comprehensive screening matrix for comparative purposes. The initial screening will be based on the purpose and need developed for the project. The Subconsultant will lead the Level 1 Screening of Initial Alternatives.

Deliverables:

- Initial Alternatives
- Level 1 Screening Matrix and Memo

4.2 Reasonable Alternatives

4.2.1 Refine Screened Alternatives

Based on the findings and conclusions of the Level 1 evaluation and screening, a short-list of alternatives will be identified and defined. These alternatives will be refined in detail and precision, identifying key areas of refined detail, such as physical tight spots. Design or

configuration options will be identified as necessary to identify opportunities for improved operations, increased opportunities for economic development opportunities, and/or reduced impacts to the environment. Based on the refinements and design options, the set of alternatives will be reconstituted as appropriate to define a final set of reasonable and feasible alternatives for the Level 2 evaluation.

Prior to beginning alternative refinement, the Consultant and Subconsultant which firm will be responsible for refining various alternatives.

4.2.2 Level 2 Screening: Community and Natural Environment [LEAD]

Based on the final set of refined alternatives, the Subconsultant will perform a comprehensive test of each of the short-listed alternatives. This test will use a decision process matrix with a comprehensive overview of all key evaluation criteria in a manner and format similar to the Level 1 screening, but with a higher degree of certainty and a greater emphasis on the ability to provide future refinements to optimize operational benefits, enhance opportunities for adjacent economic development activity, and reduce negative impacts to the environment. The Level 2 evaluation will include assessments of near, mid, and long-term solutions and map how the sponsoring agencies can include these solutions in the implementation of alternatives. Alternative implementation includes considerations of phasing, staging and interagency coordination.

Deliverables:

- Refined Alternatives
- Level 2 Screening

4.3 Alternative Strategies Memo [LEAD]

The Subconsultant will prepare a draft memorandum that documents the development, screening, and evaluation of evaluation and screening criteria, the initial and reasonable alternatives, and the evaluation process for screening those alternatives. The initial draft will be reviewed by the City, comments will be addressed, and a revised draft will be developed. The approved Alternative Strategies Memo will become the Alternatives chapter of the PEL study.

5.0 PEL Documentation

5.1 Draft PEL Study

The Subconsultant will support development of the draft PEL study by providing summary information about the analysis, alternatives, and screening result it developed. The

Subconsultant will review the draft of the PEL study prior to submission to the Project Management Team.

5.2 Final PEL Study

The Subconsultant will support the final PEL study by addressing PEL document comments pertaining to work it originated.

5.3 PEL Questionnaire [LEAD]

The Subconsultant will complete the FHWA PEL Questionnaire for documentation of the PEL Study and for use with the future NEPA actions. A draft questionnaire will be submitted with the draft PEL document for review and comment.

5.4 Action Plan / Implementation Strategy

5.4.1 Projects & Alternatives Matrix

The Subconsultant will support the development of a matrix of projects and alternatives, including Tier 1 and Tier 2 screened alternatives. The projects will be organized into logical segments of independent utility and include information of rough order of magnitude project costs, project feasibility, project goals, timing, and NEPA considerations.

5.4.2 NEPA/Environmental Permitting Next Steps [LEAD]

The PEL study will contain a section summarizing next steps to transition the PEL study into the NEPA process for any projects identified at the end of the PEL study. The PEL to NEPA transition process documented in the MoDOT EPG will be used. The PEL questionnaire contains information to be considered during the transition into NEPA. Also, if the PEL study is to be incorporated by reference into any future NEPA process, the PEL study must be made available for review and comment. The transition section will also state any requirements that will be needed during NEPA in order to incorporate the PEL study as noted in the EPG or that arise during the PEL study, such as any gaps that need to be studied in further detail in NEPA, assessing the PEL study for new information, any steps needed to convert PEL milestones into NEPA milestones, or any follow-up steps needed to be completed during NEPA. The Subconsultant will lead the development of the NEPA/Permitting technical memo.

Deliverables:

- NEPA/Environmental Permitting Tech Memo

Schedule

The Consultant will develop a detailed project schedule as a part of the Project Management Plan (PMP). The project is anticipated to be completed by February 28, 2026.

Major Milestone	Months from Notice to Proceed
Kickoff Meeting	Month 1
Project Management Plan, Communications and Engagement Plan	Month 2
Purpose and Need Statement	Month 7
Initial Alternatives	Month 12
Reasonable Alternatives	Month 14
Draft PEL Document	Month 16
Final PEL & Questionnaire	Month 18
Project Completion	February 28, 2026

Budget

Task	Hours	Raw Labor	Overhead	Total Labor
Task 1: Project Management / Coordination	324.0	\$ 22,795.42	\$ 33,459.12	\$ 56,254.55
Task 2: Engagement and Communications	68.0	\$ 6,018.87	\$ 8,834.50	\$ 14,853.37
Task 3: Purpose and Need	807.0	\$ 41,143.81	\$ 60,390.89	\$ 101,534.70
Task 4: Alternatives Development and Screening	273.0	\$ 14,500.12	\$ 21,283.28	\$ 35,783.40
Task 5: PEL Documentation	271.0	\$ 18,616.39	\$ 27,325.13	\$ 45,941.52
Total Hours	1,743.0	\$ 103,074.62	\$ 151,292.93	\$ 254,367.55
Fixed Fee	12.00%			\$ 30,524.11
Expense		Cost per	Qty	Total Cost
Color Printing		\$ 1.00	150	\$ 150.00
B&W Printing		\$ 0.20	250	\$ 50.00
EDR Haz Mat Report		\$ 1,500.00	1	\$ 1,500.00
Hotel Nights		\$ 126.00	10	\$ 1,260.00
Mileage		\$ 0.67	500	\$ 335.00
Total Expense				\$ 3,295.00
Overall Budget				\$ 288,186.65

Reconnecting the Westside: Madison-West

Subconsultant Scope

This scope of work is between Madison-West (the “Subconsultant”) and WSP USA Inc. (the “Consultant”) for the development of a Planning and Environmental Linkages study to reconnect the Westside neighborhood to adjoining neighborhoods and beyond. Madison-West will be responsible for engagement and communications activities to support this project.

Scope numbers reference the prime scope of work between WSP USA Inc. and the City of Kansas City, Missouri and may not be sequential.

Scope of Work

1.0 Project Management

The Subconsultant will support project management activities, such as providing monthly invoices and progress reports and attending project coordination meetings.

1.1.2 Progress Reports and Invoices

The Subconsultant will prepare an invoice and submit it to WSP USA Inc. following each month where there is activity on the project. The Subconsultant progress report will generally include:

- The past month’s activities and accomplishments
- The next month’s planned activities
- Pending issues and decisions
- Budget status summary including percent of hours and dollars spent to date by phase
- Schedule status summary

1.2 Project Coordination

The Subconsultant will attend various project coordination meetings, either virtually or in-person (a virtual option will be made available for all meetings).

1.2.1 Project Kickoff

The Subconsultant will attend a Project Kickoff meeting with the Project Team and partner firms to set expectations and discuss the scope of work for the Planning and Environmental Linkages Study.

1.2.2 Biweekly Project Team Coordination Meetings

The Subconsultant will attend virtual or hybrid virtual/in-person meetings with the City's project team (the "Project Management Team") and key task leads throughout the duration of the project. The biweekly meetings will be used to provide a status update on all active and upcoming tasks and discuss issues needing resolution. The Subconsultant will also attend meetings on an as-needed basis for more in-depth discussion of issues or project deliverables.

1.2.3 Discipline Team Coordination

The Subconsultant will host a virtual biweekly Communications Team meeting that other engagement and communications consultant team members will attend.

2.0 Engagement and Communications

The Subconsultant will lead the Communications and Engagement team (the "COMMS" team) and related scope efforts.

2.1 Community Engagement and Communications Plan

The Subconsultant will lead the development of the **Community Engagement and Communications Plan** ("COMMS" Plan) with support from WSP USA Inc., Vireo, and Placel! The Subconsultant will begin the development of the COMMS plan by meeting with the City Project Management Team and Consultant COMMS team.

The plan will be for the *Reconnecting the Westside, Planning & Environmental Linkages Study* and will outline groups to engage, goals, objectives, strategies, tools, activities, and the schedule for community engagement and communication efforts, as well as roles and responsibilities. During the workshop, the Project Management Team and COMMS team will discuss the following key project touch points:

- Touchpoint 0 – Planning
- Touchpoint 1 – Input
- Touchpoint 2 – Initial concepts
- Touchpoint 3 – Refined concepts
- Touchpoint 4 – Reasonable Strategies

The Subconsultant will incorporate the results of the workshop into the final community engagement and communications plan. The plan will include communications protocols, especially for reaching disadvantaged populations, and targeted outreach efforts to minority populations, Spanish-speaking populations, and low-income populations. The plan will include the development of several subplans, including for social media, Crisis Communications Protocol, and a Coordinating Campaign that defines government and agency coordination, roles, and participating agencies, as well as the project's brand guidelines and the Community Engagement and Communications Master Planning Workbook that includes a schedule of milestones, identified stakeholders contact list, events calendar, newsletter tracker, comment response library, and social posts planner.

Deliverables:

- Community Engagement and Communications Plan (updated up to 3 times during the project)
- Overview Slide Presentation of the Community Engagement and Communications Plan
- Community Engagement and Communication Goals workshop session with City staff that includes the City's Communications Office, including the Public Works Public Information Officer (PIO)

2.2 Project Information and Communications Materials

The Subconsultant will coordinate with the COMMS Team and City Project Management Team to develop informational materials and resources to support the City in its efforts to communicate both within the City and with members of the community.

2.2.1 Project Identity

The Subconsultant will support the development of the Project Identity by providing ideas and feedback on project identity elements developed by the Consultant.

2.2.2 Project Messaging

The Subconsultant will develop primary messaging for the project that appeals to the broadest audience possible. The messaging will be applied to project materials. The Subconsultant will supplement it with secondary messaging that corresponds with each of the project's touchpoints and targeted groups, such as youth, elderly residents, former residents, and homeowners. The Subconsultant will incorporate the messaging into project materials, such as postcards, information sheets, meeting notices (described below), and more.

Deliverables:

- Project Primary Messaging
- Project Secondary Messaging

2.2.3 Project Website

The Subconsultant will support the development of a project website by providing input and feedback on the project website layout and content. The Subconsultant will review messaging and posts on the Project website and provide Spanish language translation services for content added to the project website.

2.2.4 Neighborhood Presence

The Subconsultant will identify a location within and/or near the project area that can provide a space for an ongoing neighborhood presence related to the project, such as the Aguirre Community Center or Public Library. The Neighborhood Presence space will be used to display project information and resources. Subject to available space, the COMMS Team may host small meetings or group discussions in this space, including pop-up engagement opportunities

Assumptions:

- Space will be in City or publicly-owned space available at no cost to the project
- Office hours of up to 2 hours/week for up to 18 months

Deliverables:

- The Consultant will provide staff to support the *Reconnecting the Westside, Planning & Environmental Linkages Study* neighborhood presence space) to work in the space and interact with the community as needed

2.2.5 Social Media

The Subconsultant will support the development of a Social Media Subplan by providing input and feedback. The Subconsultant will review draft posts and materials and provide Spanish language translation for posts. The Subconsultant will provide monitoring of social media channels for replies, comments, or direct messages.

2.2.6 Contact Lists and Correspondence

The Subconsultant will assist in developing an initial contact list by providing contact information of pertinent organizations and individuals in the Westside neighborhood and related parties.

The Subconsultant will assist in reviewing and responding to correspondence received by email, contact form, telephone, or mail.

2.2.7 Media Relations

The Subconsultant will lead coordination and communications as needed with the City’s Communications Office, including the City’s Press Secretary and Public Works PIO, in their exchanges with local news media outlets and trade publications. The Subconsultant will work in close consultation with the City to support the development of media advisories and news releases. An introductory media kit will be developed, and a Fact Sheet with FAQs will be prepared and provided to distribute with media releases developed and by the City’s Communications Office, including the Public Works PIO.

Deliverables:

- Introductory Media Kit
- Media Relations with local news media outlets and trade publications

2.3 Discussions and Commenting

The Subconsultant will coordinate with the COMMS team and City Project Management team to implement a schedule of public meetings and community outreach events with key audiences and major stakeholders to support the City in its efforts to engage with vested parties along the project area and in the region.

2.3.1 Listening, Empathy, and Grief Recovery Training

Because of the project’s sensitive nature, the COMMS team and other study team members facilitating community conversations will attend a short training course tied to the basic of basics of listening, empathy and grief recovery, as well and the project history and background. Madison West will support this by attending this training and providing input and feedback on important and/or sensitive issues within the Westside community.

2.3.2 Community Advisory Group Meetings

The COMMS team will meet with a Mayor- and Fourth-District-Council- informed Community Advisory Group (CAG) up to eight (8) times during the project’s anticipated timeframe for the PEL Study. Keeping the project’s touchpoints in mind, CAG meetings will be themed as follows:

CAG Meeting	Theme	Input Needed
No. 1	Kick-off	Issues, opportunities, and goals
Nos. 2 and 3	Acknowledging history and setting the stage	Engagement plan and story gathering

Nos. 4 and 5	Mapping your vision	Initial concepts and screening criteria
Nos. 6 and 7	Refining your vision	Refined concepts, locally preferred alternative, priority selection criteria
No. 8	Next steps	Providing next-step updates and online communications as needed

The Subconsultant will lead CAG meetings, with support from the Consultant and other COMMS team members. The Subconsultant will prepare agendas, meeting notices (email, phone, and direct mail), presentation materials, and notes for each meeting. The Consultant will also manage RSVPs and staff the meetings. The CAG meetings will be in-person events with an online option, and CAG members will represent a variety of perspectives, including a City Council representative(s), neighborhoods, social service, advocacy, disability, business owners, (e.g. from the Westside), school and university, economic development, funding/philanthropy, faith-based, health, housing, civic, housing, and youth.

2.3.3 Neighborhood Listening Sessions

Leveraging the City’s neighborhoods database and other resources, the COMMS Team will attend scheduled meetings for all neighborhood groups within the project area, up to 60 meetings in total throughout the duration of the project for the following touchpoints: input, initial concepts, and refined concepts. The Subconsultant will identify **existing** neighborhood and other stakeholder meetings to attend.

The Subconsultant will provide a project information sheet to share and up to three key questions to ask meeting attendees at each meeting. The questions will correspond with the touchpoints. The Subconsultant will summarize the responses received and provide them to the larger Consultant team and the City, so that they can be incorporated into the project. The neighborhood listening sessions will be a combination of in-person, virtual, and/or hybrid events, depending on the preferences of each neighborhood group.

2.3.4 Community Summits

The Subconsultant will organize three (3) iterative public events during the PEL Study called “Community Summits.”

- **Community Summit 1** will focus on gathering community input that informs the Community Engagement and Communications Plan and helps establish goals and objectives, as well as the Purpose and Need for the project. In addition, the framework of the engagement and communications for the project will be shared, including how we intend to communicate early and transparently with key

audiences who currently live and work throughout the project area, former residents who lived and worked there and were displaced, and major stakeholders to build trust-based relationships and establish two-way dialogues. We will make plain our intention to acknowledge the geography of harm and benefit, help process the unattended grief people have in association with the project area and understand what was lost. We will share our commitment to making sure those populations who were most harmed by what has happened in the past and continues to happen today (e.g., broken promises, people displaced, economic erasure, amplification of historic harms through under-resourcing) along the project area, are at the center of thinking about how the community moves forward.

- **Community Summit 2** will concentrate on developing the community's vision for the project. The Consultant will utilize maps and other tools during the meeting that enable participants to "design" initial concepts for the future Westside. Discussion topics are anticipated to involve history, culture, placemaking, land use, gentrification-sensitive business and economic development, multimodal transportation, screening criteria for the evaluation of improvement concepts, and more. After the summit, the Consultant will use Adobe Creative Cloud and other tools to illustrate the community's concepts, apply technical analyses, and refine them as necessary. The refined concepts will be the focus of the third summit.
- **Community Summit 3** will seek the community's reaction and response to refined concepts, identify what the locally accepted alternative should involve, and tie it to the community's priority screening criteria.

The Subconsultant will prepare an agenda, meeting notices (described below), presentation materials, and notes for each summit, with support for the Consultant and other project team members. The Subconsultant will also provide staffing for the meetings.

In addition, the Subconsultant will work with a graphic recording artist to graphically summarize the outcomes of each summit. The artist's rendering(s) will be shared online, posted at project headquarters, included with each subsequent summit, and more. The meetings will be in-person events that include engaging activities for participants of all ages.

2.3.5 Key Person Interviews

The Subconsultant will interview key people and groups early during the project. The meetings will be one-on-one or in small groups to enable participants to express key issues, concerns, challenges, and opportunities to the study team. Interviewees may be residents, historians, neighborhood leaders, business owners, elected/appointed officials, religious leaders, and/or others. Up to 30 interviews are anticipated. Where possible, the Subconsultant will use audio and/or video equipment to record the interviews, so the conversations can be incorporated into videos that may developed during the project. The

Subconsultant will summarize the results of each interview in a memorandum to the project file.

2.3.6 City Councilperson Check-In Meetings

The Subconsultant will coordinate and meet with the Fourth District City Council representatives up to ten (10) times during the project. The “check-ins” will correspond with the CAG meetings and help keep the district representatives updated on the status of the project.

2.3.7 Pop-up meetings and intercept surveys

The Subconsultant will utilize its Community Ambassadors to hold pop-up meetings at local restaurants and shops, community centers, libraries, schools, transit stops, neighborhood and other local events, meetings for related planning efforts, community walks, and/or other public gatherings. The Subconsultant will leverage the materials developed for the CAG meetings, Community Summits, and online commenting for the “pop-up” meetings. Up to 18 pop-ups will be held. The pop-ups will correspond with the project’s touchpoints.

Community Ambassadors Program: The Subconsultant will hire and train community members in an ad hoc capacity to help with proactive engagement, including translation and interpretation, canvassing with surveys and literature, conducting interviews, and facilitating small group conversations.

2.3.8 Letters of Support

In preparation for the completion of the PEL Study, the Subconsultant will support requests for community letters of support for the locally supported alternative(s).

2.3.9 Project Broadcasting

2.3.9.1 Postcards

The Subconsultant will review up to four (4) postcards developed for the project and provide Spanish translation of the information sheets.

2.3.9.2 Information Sheets

The Subconsultant will review up to four (4) information sheets for the project and provide Spanish translation of the information sheets.

2.3.9.3 Contact Cards

The Subconsultant will review Contact cards for the project and provide Spanish translation for the cards.

2.3.9.4 Email & Flier Campaigns

The Subconsultant will review and translate email/flier marketing campaigns during the project for up to 30 campaigns.

2.3.9.5 Press Releases and Media Pitches

The Subconsultant will help the City keep local news media outlets informed on the project by drafting releases that are tied to project milestones and providing them to the City for distribution to their media contacts. The Subconsultant will also develop up to ten (10) media pitches during the project to capture the attention of local news outlets, including but not limited to, the Kansas City Star, Telemundo, Univision, KC Hispanic News, Dos Mundos, Kansas City University Radio (KCUR), La Gran D, Super X and Kansas City Public Television (KCPT).

2.3.9.7 Live Remote

The Subconsultant will work with local Spanish and English language radio outlets to conduct live remotes at the three (3) Community Summits and up to five (5) of the anticipated pop-up meetings.

2.3.10 Interactive Model-Building

The Subconsultant team will attend Placelt!-led model building pop-up meetings at up to three (3) pop-up events and one (1) community summit.

2.3.11 Translation and Interpretation

The Subconsultant will translate meeting notices, comment forms, information sheets, displays used for Community Summits and “pop-up” meetings, and videos into Spanish. The Subconsultant will obtain the translations from certified translators and secure interpreters for the events.

Deliverables:

- Listening, Empathy and Grief Recovery Training for Consultant and interested City team members
- Community Advisory Group Meetings (up to 8)
- Neighborhood Listening Sessions (up to 50)
- Community Summits (3) with a graphic recording artist
- Key Person Interviews (up to 30)
- City Councilperson “Check-Ins” (up to 10)
- “Pop-Up” Meetings and Intercept Surveys (up to 18)
- Letters of Support (up to 25 requests)

- Review and translation of project broadcasting tactics (e.g., Postcards, Information Sheets, Contact Cards, Email/Flier Marketing Campaigns, Social Media Posts, Press Releases and Media Pitches, Live Streams, Live Remotes, Podcasting, Video Series, Translation and Interpretation)

Schedule

The Consultant will develop a detailed project schedule as a part of the Project Management Plan (PMP). The project is anticipated to be completed by February 28, 2026.

Major Milestone	Months from Notice to Proceed
Kickoff Meeting	Month 1
Project Management Plan, Communications and Engagement Plan	Month 2
Purpose and Need Statement	Month 7
Initial Alternatives	Month 12
Reasonable Alternatives	Month 14
Draft PEL Document	Month 16
Final PEL & Questionnaire	Month 18
Project Completion	February 28, 2026

Budget

Task	Hours	Raw Labor	Overhead	Total Labor
Task 1: Project Management / Coordination	109.0	\$ 10,162.50	\$ 10,162.50	\$ 20,325.00
Task 2: Engagement and Communications	1,389.0	\$ 108,050.00	\$ 108,050.00	\$ 216,100.00
Task 3: Purpose and Need	-	\$ -	\$ -	\$ -
Task 4: Alternatives Development and Screening	-	\$ -	\$ -	\$ -
Task 5: PEL Documentation	-	\$ -	\$ -	\$ -
Total Hours	1,498.0	\$ 118,212.50	\$ 118,212.50	\$ 236,425.00
Fixed Fee	12.00%			\$ 28,371.00
Expense	Cost per	Qty	Total Cost	
Color Printing	\$ 1.00	1000	\$ 1,000.00	
B&W Printing	\$ 0.10	2400	\$ 240.00	
Large Format Printing	\$ 15.00	20	\$ 300.00	
Misc Event Supplies	\$ 500.00	1	\$ 500.00	
Event/Rental space	\$ 2,500.00	3	\$ 7,500.00	
Radio Remote fees	\$ 500.00	8	\$ 4,000.00	
Airfare 1-way	\$ 200.00	24	\$ 4,800.00	
Hotel Nights	\$ 126.00	32	\$ 4,032.00	
Mileage	\$ 0.67	2400	\$ 1,608.00	
Total Expense			\$ 23,980.00	
Overall Budget			\$ 288,776.00	

Reconnecting the Westside: MCLV Subconsultant

Scope

This scope of work is between MCLV (the “Subconsultant”) and WSP USA Inc. (the “Consultant”) for the development of a Planning and Environmental Linkages study to reconnect the Westside neighborhood to adjoining neighborhoods and beyond. MCLV will support urban design and infrastructure concepts and visualizations for the PEL study.

Scope numbers reference the prime scope of work between WSP USA Inc. and the City of Kansas City, Missouri and may not be sequential.

Scope of Work

1.0 Project Management

The Subconsultant will support project management activities, such as providing monthly invoices and progress reports and attending project coordination meetings.

1.1.2 Progress Reports and Invoices

The Subconsultant will prepare an invoice and submit it to WSP USA Inc. following each month where there is activity on the project. The Subconsultant progress report will generally include:

- The past month’s activities and accomplishments
- The next month’s planned activities
- Pending issues and decisions
- Budget status summary including percent of hours and dollars spent to date by phase
- Schedule status summary

1.2 Project Coordination

The Subconsultant will attend various project coordination meetings, either virtually or in-person (a virtual option will be made available for all meetings).

1.2.1 Project Kickoff

The Subconsultant will attend a Project Kickoff meeting with the Project Team and partner firms to set expectations and discuss the scope of work for the Planning and Environmental Linkages Study.

1.2.2 Biweekly Project Team Coordination Meetings

The Subconsultant will attend virtual or hybrid virtual/in-person meetings with the City's project team (the "Project Management Team") and key task leads throughout the duration of the project. The biweekly meetings will be used to provide a status update on all active and upcoming tasks and discuss issues needing resolution. The Subconsultant will also attend meetings on an as-needed basis for more in-depth discussion of issues or project deliverables.

1.2.3 Discipline Team Coordination

The Subconsultant will attend virtual biweekly internal coordination meetings for the Engineering team (as needed).

2.0 Engagement and Communications

2.3 Discussions and Commenting

2.3.1 Listening, Empathy, and Grief Recovery Training

Because of the project's sensitive nature, the Consultant and other study team members who will be facilitating community conversations will attend a short training course tied to the basics of listening, empathy and grief recovery, as well as the project history and background. They will use what they learn to improve the effectiveness of engagement and outreach during the project.

2.3.2 Community Advisory Group Meetings

The Subconsultant will attend up to eight (8) CAG meetings during the project's anticipated timeframe. The Subconsultant will support the CAG meetings with the development of presentation materials and by presenting certain analyses and concepts related to its scope of work to the CAG.

2.3.4 Community Summits

The Subconsultant will attend up to three (3) Community Summits. The Subconsultant will support the Community Summits by producing and formatting analysis and conceptual improvement visualizations for use in materials at these meetings.

3.0 Purpose and Need

3.3 Existing Conditions Analysis

3.3.8 Urban Design/Built Environment

The Subconsultant will support the development of an Urban Design and Built Environment tech memo that outlines key needs and opportunities for the built environment.

3.3.8.1 Land Use, Zoning, and Neighborhood Character

The Subconsultant will support the Consultant in its analysis of existing land use and zoning restrictions within the Westside neighborhood and ways that they have shaped the character of the built environment over the years. The Subconsultant will evaluate the density, form, and scale of buildings within the study area. The Subconsultant will coordinate with Community Engagement efforts to better understand local preferences for the character of infill development.

3.3.8.2 Public Realm, Parks, and Streetscape

The Subconsultant will analyze the existing state of parks, playgrounds, public spaces, and streetscape within the study area. The Consultant will identify gaps and needs in the public realm and opportunities for investment in an improved public realm.

3.3.8.3 Assets, Barriers, and Opportunities

The Subconsultant will analyze connectivity to existing community assets such as destinations, districts and landmarks. Opportunities will be identified to create improved pedestrian and bicycle connections to these community assets and to support further community development within the study area.

Deliverables:

- Urban Design/Built Environment Tech Memo (including supporting maps, documentation, and other resources)

4.0 Alternative Development and Screening

The Subconsultant will support the development and screening of alternatives within the Study Area and lead Visualization of the proposed alternatives.

4.1 Initial Alternatives

4.1.1 Develop Initial Alternatives

The Subconsultant will support the development of initial alternatives, focused on:

- **Connections within the Westside:** These alternatives will focus on network-level improvements within the Westside, addressing internal barriers such as railroad infrastructure, and improving the safety and walkability of arterial and collector streets, like Broadway, Southwest Boulevard, 31st Street, Southwest Trafficway, and Avenida Cesar Chavez.
- **I-35 and I-670:** These alternatives will focus on addressing impacts of the highway system, including I-35 and I-670 and associated ramps.

- **Beardsley Road:** Beardsley Road serves as a main connection between the Westside, West Bottoms, and River Market neighborhoods. However, limited facilities for bicyclists or pedestrians along this corridor make travel difficult for anyone not using an automobile.

The Subconsultant will support the development of these initial alternatives based on input and ideas generated at the second Community Summit.

4.1.2 Level 1 Screening: Feasibility, Purpose & Need Alignment

The Subconsultant will participate in the level 1 screening exercise, providing feedback and input on both the screening criteria and screening results for urban design, public space, and placemaking criteria.

4.2 Reasonable Alternatives

4.2.1 Refine Screened Alternatives

Based on the findings and conclusions of the Level 1 evaluation and screening, a short-list of alternatives will be identified and defined. The Subconsultant will support the Consultant team in the refinement and development of screened alternatives. These alternatives will be refined in detail and precision, identifying key areas of refined detail, such as physical tight spots. Design or configuration options will be identified as necessary to identify opportunities for improved operations, increased opportunities for economic development opportunities, and/or reduced impacts to the environment. Based on the refinements and design options, the set of alternatives will be reconstituted as appropriate to define a final set of reasonable and feasible alternatives for the Level 2 evaluation.

4.2.2 Level 2 Screening: Community and Natural Environment

The Subconsultant will participate in the level 2 screening exercise, providing feedback and input on both on the urban design and public space implications of the screened criteria.

4.2.3 Alternative Visualization

The Subconsultant will lead the development of final visualizations and renderings of the Reasonable Alternatives. The Subconsultant will determine the appropriate visualization type, including concept diagrams, sketches, ground-level perspectives, site plans, sections or section perspectives, and aerial 3D perspective or axonometric drawings.

Deliverables:

- Initial Alternative Visualizations (Hand sketches, Hard Line CAD or Illustrator Drawings, Analytical Diagrams, High-level 3D/Massing Diagrams) as mutually agreed upon between the Subconsultant and Consultant.

- Refined Alternative Visualizations (Hard Line CAD or Illustrator Drawings, Analytical Diagrams, 3D/Massing Diagrams) as mutually agreed upon between the Subconsultant and Consultant.
- Reasonable Strategies Visualizations (Hard Line CAD or Illustrator Drawings, Revised Analytical Drawings, 3D Renderings). The Subconsultant will provide a maximum of six (6) illustrative site plans, and six (6) high-resolution 3D visualizations such as ground-level perspectives, aerial perspectives, or section perspectives. Supporting diagrams and sections will be provided by the Subconsultant, as required, and as mutually agreed upon with the Consultant.

5.0 PEL Documentation

5.4 Action Plan / Implementation Strategy

5.4.4 Supporting Recommendations and Strategies

The Subconsultant will support the drafting of policy and process recommendations related to urban design, parks, and public spaces findings of the PEL, especially as it relates to limiting the impacts of displacement or gentrification. These recommendations will be included in a broader PEL action plan and implementation chapter.

Schedule

The Consultant will develop a detailed project schedule as a part of the Project Management Plan (PMP). The project is anticipated to be completed by February 28, 2026.

Major Milestone	Months from Notice to Proceed
Kickoff Meeting	Month 1
Project Management Plan, Communications and Engagement Plan	Month 2
Purpose and Need Statement	Month 7
Initial Alternatives	Month 12
Reasonable Alternatives	Month 14
Draft PEL Document	Month 16
Final PEL & Questionnaire	Month 18
Project Completion	February 28, 2026

Budget

Task	Hours	Raw Labor	Overhead	Total Labor
Task 1: Project Management / Coordination	214.0	\$ 11,597.50	\$ 13,586.47	\$ 25,183.96
Task 2: Engagement and Communications	123.0	\$ 6,483.15	\$ 7,595.01	\$ 14,078.16
Task 3: Purpose and Need	250.0	\$ 12,986.31	\$ 15,213.47	\$ 28,199.78
Task 4: Alternatives Development and Screening	722.0	\$ 38,220.53	\$ 44,775.35	\$ 82,995.88
Task 5: PEL Documentation	44.0	\$ 2,343.60	\$ 2,745.53	\$ 5,089.14
Total Hours	1,353.0	\$ 71,631.09	\$ 83,915.83	\$ 155,546.92
Fixed Fee	12.00%			\$ 18,665.63
Expense		Cost per	Qty	Total Cost
Color Printing		\$ 0.25	800	\$ 200.00
B&W Printing		\$ 0.10	2000	200.00
Large Format Printing		\$ 20.00	10	\$ 200.00
Supplies		\$ 250.00	1	\$ 250.00
Mileage		\$ 0.67	500	\$ 335.00
Total Expense				\$ 1,185.00
Overall Budget				\$ 175,397.55

Reconnecting the Westside: Placelt! Subconsultant Scope

This scope of work is between Placelt! (the “Subconsultant”) and WSP USA Inc. (the “Consultant”) for the development of a Planning and Environmental Linkages study to reconnect the Westside neighborhood to adjoining neighborhoods and beyond. Vireo will be responsible for engagement and communications activities and planning analysis

Scope numbers reference the prime scope of work between WSP USA Inc. and the City of Kansas City, Missouri and may not be sequential.

Scope of Work

1.0 Project Management

The Subconsultant will support project management activities, such as providing monthly invoices and progress reports and attending project coordination meetings.

1.1.2 Progress Reports and Invoices

The Subconsultant will prepare an invoice and submit it to WSP USA Inc. following each month where there is activity on the project. The Subconsultant progress report will generally include:

- The past month’s activities and accomplishments
- The next month’s planned activities
- Pending issues and decisions
- Budget status summary including percent of hours and dollars spent to date by phase
- Schedule status summary

1.2 Project Coordination

The Subconsultant will attend up to three (3) virtual project coordination meetings.

2.0 Engagement and Communications

2.1 Community Engagement and Communications Plan

The Subconsultant will review the Community Engagement and Communications Plan (COMMS Plan).

2.3 Discussions and Commenting

2.3.10 Interactive Model-Building

The Subconsultant will plan and implement interactive community engagement exercises that include hands-on and sensory-based activities involving model-building and play. A model-building exercise allows participants to use found objects (provided by Consultant) to identify their ideal spaces and places. All models are built using found objects and are not built to scale. They are designed to level the playing field in the engagement process and encourage creativity.

The model-building workshops will be incorporated into up to three (3) pop-up events and one (1) community summit.

Deliverables:

- One pop-up model
- Three (3) pop-up events
- One (1) sit-down workshop
- Simple, unformatted write-up and photos available by Flickr

Schedule

The Consultant will develop a detailed project schedule as a part of the Project Management Plan (PMP). The project is anticipated to be completed by February 28, 2026.

Major Milestone	Months from Notice to Proceed
Kickoff Meeting	Month 1
Project Management Plan, Communications and Engagement Plan	Month 2
Purpose and Need Statement	Month 7
Initial Alternatives	Month 12
Reasonable Alternatives	Month 14
Draft PEL Document	Month 16
Final PEL & Questionnaire	Month 18
Project Completion	February 28, 2026

Budget

Task	Hours	Raw Labor	Overhead	Total Labor
Task 1: Project Management / Coordination	1.0	\$ 97.95	\$ 117.54	\$ 215.49
Task 2: Engagement and Communications	60.0	\$ 6,319.67	\$ 7,583.61	\$ 13,903.28
Task 3: Purpose and Need	-	\$ -	\$ -	\$ -
Task 4: Alternatives Development and Screening	-	\$ -	\$ -	\$ -
Task 5: PEL Documentation	-	\$ -	\$ -	\$ -
Total Hours	61.0	\$ 6,417.62	\$ 7,701.15	\$ 14,118.77
Fixed Fee	12.00%			\$ 1,649.25
Expense	Cost per	Qty	Total Cost	
Airfare 1-Way	\$ 300.00	4	\$ 1,200.00	
Hotel Nights	\$ 126.00	7	\$ 882.00	
Meals and Incidental Expenses (per Day)	\$ 64.00	14	\$ 896.00	
Transit fare	\$ 30.00	1	\$ 30.00	
Model-building materials	\$ 350.00	1	\$ 350.00	
Shipping of model-building materials	\$ 150.00	1	\$ 150.00	
Total Expense			\$ 3,508.00	
Overall Budget			\$ 19,321.00	

Reconnecting the Westside: Vireo Subconsultant

Scope

This scope of work is between Vireo (the “Subconsultant”) and WSP USA Inc. (the “Consultant”) for the development of a Planning and Environmental Linkages study to reconnect the Westside neighborhood to adjoining neighborhoods and beyond. Vireo will be responsible for engagement and communications activities and planning analysis for the PEL study.

Scope numbers reference the prime scope of work between WSP USA Inc. and the City of Kansas City, Missouri and may not be sequential.

Scope of Work

1.0 Project Management

The Subconsultant will support project management activities, such as providing monthly invoices and progress reports and attending project coordination meetings.

1.1.2 Progress Reports and Invoices

The Subconsultant will prepare an invoice and submit it to WSP USA Inc. following each month where there is activity on the project. The Subconsultant progress report will generally include:

- The past month’s activities and accomplishments
- The next month’s planned activities
- Pending issues and decisions
- Budget status summary including percent of hours and dollars spent to date by phase
- Schedule status summary

1.2 Project Coordination

The Subconsultant will attend various project coordination meetings, either virtually or in-person (a virtual option will be made available for all meetings).

1.2.1 Project Kickoff

The Subconsultant will attend a Project Kickoff meeting with the Project Team and partner firms to set expectations and discuss the scope of work for the Planning and Environmental Linkages Study.

1.2.2 Biweekly Project Team Coordination Meetings

The Subconsultant will attend virtual or hybrid virtual/in-person meetings with the City's project team (the "Project Management Team") and key task leads throughout the duration of the project. The biweekly meetings will be used to provide a status update on all active and upcoming tasks and discuss issues needing resolution. The Subconsultant will also attend meetings on an as-needed basis for more in-depth discussion of issues or project deliverables.

1.2.3 Discipline Team Coordination

The Subconsultant will attend a virtual biweekly Communications Team meeting that other engagement and communications consultant team members will attend.

2.0 Engagement and Communications

The Subconsultant will support the Communications and Engagement Team (the "COMMS" team) and related scope efforts outlined below.

2.1 Community Engagement and Communications Plan

The Subconsultant will participate in the development of the Community Engagement and Communications Plan ("COMMS" Plan) led by Madison-West Consultants. The Consultant will participate in an engagement kickoff meeting with the City Project Management Team and Consultant COMMS Team.

Deliverables:

- Review of COMMS Plan
- Attendance at COMMS Team Kickoff Meeting

2.2 Project Information and Communications Materials

The Consultant team will coordinate with City staff to develop informational materials and resources to support the City in its efforts to communicate both within the City and with members of the community.

2.2.1 Project Identity

The Subconsultant will provide input on the project identity and brand materials created for this project.

2.2.2 Project Messaging

The Subconsultant will assist in the development and review of primary and secondary messaging for project materials.

2.2.3 Project Website

The Subconsultant will assist in creating and formatting content and responding to comments posted on the project website.

2.2.4 Neighborhood Presence

The Subconsultant will attend office hours in the Neighborhood Presence space established by the COMMS Team (up to 14 hours total).

2.2.5 Social Media

The Subconsultant will review the Social Media subplan.

2.2.6 Contact Lists and Correspondence

The Subconsultant will assist in responding to comments received by phone, email, or letter.

2.2.7 Media Relations

The Subconsultant will review the introductory media kit.

2.3 Discussions and Commenting

2.3.1 Listening, Empathy, and Grief Recovery Training

The Subconsultant will attend the Listening, Empathy, and Grief Recovery training produced for the Consultant and Project Management Team.

2.3.2 Community Advisory Group Meetings

The Subconsultant will help plan and attend up to eight (8) Community Advisory Group meetings.

2.3.3 Neighborhood Listening Sessions

The Subconsultant will attend up to five (5) existing neighborhood or community meetings to provide updates.

2.3.4 Community Summits

The Subconsultant will help plan and staff three (3) iterative public events during the PEL Study called “Community Summits.”

- **Community Summit 1** will focus on gathering community input that informs the Community Engagement and Communications Plan and helps establish goals and objectives, as well as the Purpose and Need for the project. In addition, the framework of the engagement and communications for the project will be shared, including how we intend to communicate early and transparently with key audiences who currently live and work throughout the project area, former residents who lived and worked there and were displaced, and major stakeholders to build trust-based relationships and establish two-way dialogues. We will make plain our intention to acknowledge the geography of harm and benefit, help process the unattended grief people have in association with the project area and understand what was lost. We will share our commitment to making sure those populations who were most harmed by what has happened in the past and continues to happen today (e.g., broken promises, people displaced, economic erasure, amplification of historic harms through under-resourcing) along the project area, are at the center of thinking about how the community moves forward.
- **Community Summit 2** will concentrate on developing the community’s vision for the project. The Consultant will utilize maps and other tools during the meeting that enable participants to “design” initial concepts for the future Westside. Discussion topics are anticipated to involve history, culture, placemaking, land use, gentrification-sensitive business and economic development, multimodal transportation, screening criteria for the evaluation of improvement concepts, and more. After the summit, the Consultant will use Adobe Creative Cloud and other tools to illustrate the community’s concepts, apply technical analyses, and refine them as necessary. The refined concepts will be the focus of the third summit.
- **Community Summit 3** will seek the community’s reaction and response to refined concepts, identify what the locally accepted alternative should involve, and tie it to the community’s priority screening criteria.

2.3.5 Key Person Interviews

The Subconsultant will help support up to ten (10) key person interviews during the project. The meetings will be one-on-one or in small groups to enable participants to express key issues, concerns, challenges, and opportunities to the study team. Interviewees may be residents, historians, neighborhood leaders, business owners, elected/appointed officials, religious leaders, and/or others. Where possible, the Subconsultant will use audio and/or video equipment to record the interviews, so the conversations can be incorporated into videos that may developed during the project. The Subconsultant will summarize the results of each interview in a memorandum to the project file.

2.3.7 Pop-up meetings and intercept surveys

The Subconsultant will support the COMMS team by hosting and/or attending up to six (6) pop-up meetings throughout the project.

2.3.8 Letters of Support

In preparation for the completion of the PEL Study, the Subconsultant will actively seek up to 25 letters of support from the community organizations and neighborhood residents on the locally supported alternative.

Deliverables:

- Listening, Empathy and Grief Recovery Training for Consultant and interested City team members
- Community Advisory Group Meetings (up to 8)
- Neighborhood Listening Sessions (up to 5)
- Community Summits (3)
- “Pop-Up” Meetings and Intercept Surveys (up to 6 [18 total by COMMS team])
- Letters of Support (up to 25 requests)
- Review of project broadcasting tactics and materials (e.g., Postcards, Information Sheets, Contact Cards, Email/Flier Marketing Campaigns, Social Media Posts, Press Releases and Media Pitches, Live Streams, Live Remotes, Podcasting, Video Series, Translation and Interpretation)

3.0 Purpose and Need

The Subconsultant will support existing conditions analysis for the PEL related to Urban Design and the Built Environment. The Subconsultant will review and contribute to the Urban design and Built Environment Technical memorandum based on its experience with land use planning and parks and open space planning in Kansas City, Missouri.

3.3 Existing Conditions Analysis

3.3.8 Urban Design/Built Environment

3.3.8.1 Land Use, Zoning, and Neighborhood Character

The Subconsultant will examine the existing land use and zoning restrictions within the Westside neighborhood and ways that they have shaped the character of the built environment over the years. The Subconsultant will evaluate the density, form, and scale of buildings within the study area. The Subconsultant will coordinate with Community

Engagement efforts to better understand local preferences for the character of infill development.

3.3.8.2 Public Realm, Parks, and Streetscape

The Subconsultant will analyze the existing state of parks, playgrounds, public spaces, and streetscape within the study area. The Subconsultant will identify gaps and needs in the public realm and opportunities for investment in an improved public realm.

3.3.8.3 Assets, Barriers, and Opportunities

The Subconsultant will analyze existing community assets, barriers to connection, and opportunities for better connection and community-supportive development within the study area.

Deliverables:

- Review Urban Design/Built Environment Tech Memo (including supporting maps, documentation, and other resources)

Schedule

The Consultant will develop a detailed project schedule as a part of the Project Management Plan (PMP). The project is anticipated to be completed by February 28, 2026.

Major Milestone	Months from Notice to Proceed
Kickoff Meeting	Month 1
Project Management Plan, Communications and Engagement Plan	Month 2
Purpose and Need Statement	Month 7
Initial Alternatives	Month 12
Reasonable Alternatives	Month 14
Draft PEL Document	Month 16
Final PEL & Questionnaire	Month 18
Project Completion	February 28, 2026

Budget

Task	Hours	Raw Labor	Overhead	Total Labor
Task 1: Project Management / Coordination	55.0	\$ 2,058.05	\$ 3,351.33	\$ 5,409.38
Task 2: Engagement and Communications	318.0	\$ 11,292.86	\$ 18,389.29	\$ 29,682.15
Task 3: Purpose and Need	69.0	\$ 2,302.58	\$ 3,749.52	\$ -
Task 4: Alternatives Development and Screening	-	\$ -	\$ -	\$ -
Task 5: PEL Documentation	-	\$ -	\$ -	\$ -
Total Hours	442.0	\$ 15,653.49	\$ 25,490.14	\$ 41,143.63
Fixed Fee	12.00%			\$ 4,937.24
Expense	Cost per	Qty	Total Cost	
Color Printing	\$ 0.10	867	\$ 86.70	
Large Format Printing	\$ 85.00	8	\$ 680.00	
Mileage	\$ 0.67	1,000	\$ 670.00	
Total Expense			\$ 1,436.70	
Overall Budget			\$ 47,517.57	

Budget by Task and Firm

	WSP	HG Consult
Labor Hours		
Task 1: Project Management / Coordination	219.0	324.0
Task 2: Engagement and Communications	628.0	68.0
Task 3: Purpose and Need	1,462.0	807.0
Task 4: Alternatives Development and Screening	306.0	273.0
Task 5: PEL Documentation	222.0	271.0
Total Hours	2,837.0	1,743.0
Raw Labor Costs		
Task 1: Project Management / Coordination	\$ 16,643.56	\$ 22,795.42
Task 2: Engagement and Communications	\$ 35,679.55	\$ 6,018.87
Task 3: Purpose and Need	\$ 77,099.70	\$ 41,143.81
Task 4: Alternatives Development and Screening	\$ 19,338.83	\$ 14,500.12
Task 5: PEL Documentation	\$ 13,555.61	\$ 18,616.39
Raw Labor Total	\$ 162,317.25	\$ 103,074.62
Overhead		
Overhead Rate %	140.30%	146.78%
Overhead Cost	\$ 227,731.10	\$ 151,292.93
Total Labor Cost	\$ 390,048.35	\$ 254,367.55
Profit		
Fixed Fee Percentage	12.00%	12.00%
Fixed Fee	\$ 46,805.80	\$ 30,524.11
Expenses		
Expenses	\$ 43,372.00	\$ 3,295.00
Total Budget (Raw Labor + Overhead + Profit + Expenses)	\$ 480,226.16	\$ 288,186.65

DBE Goals

Firm	Total Fee	% of Budget
HgConsult	\$ 288,186.65	22.18%
Vireo	\$ 47,517.57	3.66%

Madison West	MCLV	Vireo	Placelt	Total -- All Firms
109.0	214.0	55.0	1.0	922.0
1,389.0	123.0	318.0	60.0	2,586.0
-	250.0	69.0	-	2,588.0
-	722.0	-	-	1,301.0
-	44.0	-	-	537.0
1,498.0	1,353.0	442.0	61.0	7,934.0
\$ 10,162.50	\$ 11,597.50	\$ 2,058.05	\$ 97.95	\$ 63,354.98
\$ 108,050.00	\$ 6,483.15	\$ 11,292.86	\$ 6,319.67	\$ 173,844.10
\$ -	\$ 12,986.31	\$ 2,302.58	\$ -	\$ 133,532.40
\$ -	\$ 38,220.53	\$ -	\$ -	\$ 72,059.48
\$ -	\$ 2,343.60	\$ -	\$ -	\$ 34,515.60
\$ 118,212.50	\$ 71,631.09	\$ 15,653.49	\$ 6,417.62	\$ 477,306.58
100.00%	117.15%	162.84%	120.00%	
\$ 118,212.50	\$ 83,915.83	\$ 25,490.14	\$ 7,701.15	\$ 614,343.65
\$ 236,425.00	\$ 155,546.92	\$ 41,143.63	\$ 14,118.77	\$ 1,091,650.22
12.00%	12.00%	12.00%	12.00%	
\$ 28,371.00	\$ 18,665.63	\$ 4,937.24	\$ 1,694.25	\$ 130,998.03
\$ 23,980.00	\$ 1,185.00	\$ 1,436.70	\$ 3,508.00	\$ 76,776.70
\$ 288,776.00	\$ 175,397.55	\$ 47,517.57	\$ 19,321.02	\$ 1,299,424.95

Madison West		100%		
Task	Hours	Raw Labor	Overhead	Total Labor
Task 1: Project Management / Coordination	109.0	\$ 10,162.50	\$ 10,162.50	\$ 20,325.00
Task 2: Engagement and Communications	1,389.0	\$ 108,050.00	\$ 108,050.00	\$ 216,100.00
Task 3: Purpose and Need	-	\$ -	\$ -	\$ -
Task 4: Alternatives Development and Screening	-	\$ -	\$ -	\$ -
Task 5: PEL Documentation	-	\$ -	\$ -	\$ -
Total Hours	1,498.0	\$ 118,212.50	\$ 118,212.50	\$ 236,425.00
Fixed Fee	12.00%			\$ 28,371.00
Expense	Cost per	Qty	Total Cost	
Color Printing	\$ 1.00	1000	\$ 1,000.00	
B&W Printing	\$ 0.10	2400	\$ 240.00	
Large Format Printing	\$ 15.00	20	\$ 300.00	
Misc Event Supplies	\$ 500.00	1	\$ 500.00	
Event/Rental space	\$ 2,500.00	3	\$ 7,500.00	
Radio Remote fees	\$ 500.00	8	\$ 4,000.00	
Airfare 1-way	\$ 200.00	24	\$ 4,800.00	
Hotel Nights	\$ 126.00	32	\$ 4,032.00	
Mileage	\$ 0.67	2400	\$ 1,608.00	
Total Expense			\$ 23,980.00	
Overall Budget			\$ 288,776.00	

Vireo

Task	Hours	Raw Labor	Overhead	Total Labor
Task 1: Project Management / Coordination	55.0	\$ 2,058.05	\$ 3,351.33	\$ 5,409.38
Task 2: Engagement and Communications	318.0	\$ 11,292.86	\$ 18,389.29	\$ 29,682.15
Task 3: Purpose and Need	69.0	\$ 2,302.58	\$ 3,749.52	\$ 6,052.10
Task 4: Alternatives Development and Screening	-	\$ -	\$ -	\$ -
Task 5: PEL Documentation	-	\$ -	\$ -	\$ -
Total Hours	442.0	\$ 15,653.49	\$ 25,490.14	\$ 41,143.63
Fixed Fee	12.00%			\$ 4,937.24
Expense	Cost per	Qty	Total Cost	
Color Printing	\$ 0.10	867	\$ 86.70	
B&W Printing	\$ 85.00	8	\$ 680.00	
Mileage	\$ 0.67	1000	\$ 670.00	
Total Expense			\$ 1,436.70	
Overall Budget			\$ 47,517.57	

MCLV

Task	Hours	Raw Labor	Overhead	Total Labor
Task 1: Project Management / Coordination	214.0	\$ 11,597.50	\$ 13,586.47	\$ 25,183.96
Task 2: Engagement and Communications	123.0	\$ 6,483.15	\$ 7,595.01	\$ 14,078.16
Task 3: Purpose and Need	250.0	\$ 12,986.31	\$ 15,213.47	\$ 28,199.78
Task 4: Alternatives Development and Screening	722.0	\$ 38,220.53	\$ 44,775.35	\$ 82,995.88
Task 5: PEL Documentation	44.0	\$ 2,343.60	\$ 2,745.53	\$ 5,089.14
Total Hours	1,353.0	\$ 71,631.09	\$ 83,915.83	\$ 155,546.92
Fixed Fee	12.00%			\$ 18,665.63
Expense		Cost per	Qty	Total Cost
Color Printing		\$ 0.25	800	\$ 200.00
B&W Printing		\$ 0.10	2000	\$ 200.00
Large Format Printing		\$ 20.00	10	\$ 200.00
Supplies		\$ 250.00	1	\$ 250.00
Mileage		\$ 0.67	500	\$ 335.00
Total Expense				\$ 1,185.00
Overall Budget				\$ 175,397.55

Placelt!

Task	Hours	Raw Labor	Overhead	Total Labor
Task 1: Project Management / Coordination	1.0	\$ 97.95	\$ 117.54	\$ 215.49
Task 2: Engagement and Communications	60.0	\$ 6,319.67	\$ 7,583.61	\$ 13,903.28
Task 3: Purpose and Need	-	\$ -	\$ -	\$ -
Task 4: Alternatives Development and Screening	-	\$ -	\$ -	\$ -
Task 5: PEL Documentation	-	\$ -	\$ -	\$ -
Total Hours	61.0	\$ 6,417.62	\$ 7,701.15	\$ 14,118.77
Fixed Fee	12.00%			\$ 1,694.25
Expense		Cost per	Qty	Total Cost
Airfare 1-Way		\$ 300.00	4	\$ 1,200.00
Hotel Nights		\$ 126.00	7	\$ 882.00
Meals and Incidental Expenses (per Day)		\$ 64.00	14	\$ 896.00
Transit fare		\$ 30.00	1	\$ 30.00
Model-building materials		\$ 350.00	1	\$ 350.00
Shipping of model-building materials		\$ 150.00	1	\$ 150.00
Total Expense				\$ 3,508.00
Overall Budget				\$ 19,321.02

HgConsult

100%

Task	Hours	Raw Labor	Overhead	Total Labor
Task 1: Project Management / Coordination	324.0	\$ 22,795.42	\$ 33,459.12	\$ 56,254.55
Task 2: Engagement and Communications	68.0	\$ 6,018.87	\$ 8,834.50	\$ 14,853.37
Task 3: Purpose and Need	807.0	\$ 41,143.81	\$ 60,390.89	\$ 101,534.70
Task 4: Alternatives Development and Screening	273.0	\$ 14,500.12	\$ 21,283.28	\$ 35,783.40
Task 5: PEL Documentation	271.0	\$ 18,616.39	\$ 27,325.13	\$ 45,941.52
Total Hours	1,743.0	\$ 103,074.62	\$ 151,292.93	\$ 254,367.55
Fixed Fee	12.00%			\$ 30,524.11
Expense	Cost per	Qty	Total Cost	
Color Printing	\$ 1.00	150	\$ 150.00	
B&W Printing	\$ 0.20	250	\$ 50.00	
EDR Haz Mat Report	\$ 1,500.00	1	\$ 1,500.00	
Hotel Nights	\$ 126.00	10	\$ 1,260.00	
Mileage	\$ 0.67	500	\$ 335.00	
Total Expense			\$ 3,295.00	
Overall Budget			\$ 288,186.65	

		WSP	
			140.30%
Task	Task Name	Raw Labor	Overhead
1.1.1	Project Management Plan	\$ 1,468.22	\$ 2,059.91
1.1.2	Progress Reports and Invoices	\$ 984.51	\$ 1,381.26
1.1.3	Budget Tracking	\$ 578.66	\$ 811.85
1.1.4	Sharepoint Site	\$ 64.30	\$ 90.21
1.2.1	Project Kickoff Meeting	\$ 600.09	\$ 841.93
1.2.2	Biweekly Project Team Coordination	\$ 2,952.94	\$ 4,142.97
1.2.3	Discipline Team Coordination	\$ 2,952.94	\$ 4,142.97
1.3.1	MoDOT/FHWA Coordination	\$ 2,497.32	\$ 3,503.75
1.3.2	Other Agency Coordination	\$ 3,027.87	\$ 4,248.11
1.3.3	Tribal Coordination	\$ 1,516.71	\$ 2,127.95
2.1.	Community Engagement & Communications Plan	\$ 1,126.18	\$ 1,580.03
2.2.1	Project Identity	\$ 5,828.11	\$ 8,176.84
2.2.2	Project Messaging	\$ 1,739.02	\$ 2,439.85
2.2.3	Project Website	\$ 3,233.67	\$ 4,536.84
2.2.4	Neighborhood Presence	\$ 562.90	\$ 789.75
2.2.5	Social Media	\$ 1,610.43	\$ 2,259.44
2.2.6	Contact Lists and Correspondence	\$ 1,029.85	\$ 1,444.87
2.2.7	Media Relations	\$ 902.58	\$ 1,266.32
2.3.1	Listening, Empathy, and Grief Recovery Training	\$ 744.14	\$ 1,044.03
2.3.2	Community Advisory Group Meetings	\$ 3,996.08	\$ 5,606.49
2.3.3	Neighborhood Listening Sessions	\$ -	\$ -
2.3.4	Community Summits	\$ 5,619.89	\$ 7,884.70
2.3.5	Key Person Interviews	\$ 1,346.58	\$ 1,889.25
2.3.6	City Councilperson Check-In Meetings	\$ 1,346.58	\$ 1,889.25
2.3.7	Pop-up meetings and Intercept Surveys	\$ 1,346.58	\$ 1,889.25
2.3.8	Letters of Support	\$ 538.63	\$ 755.70
2.3.9	Project Broadcasting	\$ 4,386.86	\$ 6,154.77
2.3.10	Interactive Model Building	\$ 321.48	\$ 451.03
2.3.11	Translation and Interpretation	\$ -	\$ -
3.1.	Define Study Area	\$ 310.84	\$ 436.10
3.2.	Define Logical Termini & Segments	\$ 310.84	\$ 436.10
3.3.1	Community History	\$ 2,247.04	\$ 3,152.60
3.3.2	Planning Context	\$ 874.34	\$ 1,226.70
3.3.3	Engineering & Infrastructure	\$ 5,083.16	\$ 7,131.68
3.3.4	Multimodal Transportation and Connectivity	\$ 4,059.65	\$ 5,695.69
3.3.5	Traffic Safety	\$ 4,326.77	\$ 6,070.46
3.3.6	Traffic Modeling	\$ 39,293.73	\$ 55,129.10
3.3.7	Equity and Social Environment	\$ 13,824.88	\$ 19,396.30
3.3.8	Urban Design/Built Environment	\$ 1,221.61	\$ 1,713.91

3.3.9	Natural Environment	\$ -	\$ -
3.4.	Digital Twin Development	\$ 2,867.28	\$ 4,022.79
3.5.	Assessment of Affected Area	\$ 621.67	\$ 872.20
3.6.	Purpose & Need Document	\$ 986.16	\$ 1,383.59
3.7.	Develop Screening Criteria	\$ 1,071.74	\$ 1,503.65
4.1.1	Develop Initial Alternatives	\$ 8,441.01	\$ 11,842.73
4.1.2	Level 1 Screening	\$ 696.48	\$ 977.16
4.2.1	Refine Screened Alternatives	\$ 8,441.01	\$ 11,842.73
4.2.2	Level 2 Screening	\$ 696.48	\$ 977.16
4.2.3	Alternative Visualization	\$ 549.49	\$ 770.94
4.3.	Alternative Strategies Memo	\$ 514.36	\$ 721.65
5.1.	Draft PEL Study	\$ 6,900.83	\$ 9,681.87
5.2.	Final PEL Study	\$ 2,443.21	\$ 3,427.83
5.3.	PEL Questionnaire	\$ -	\$ -
5.4.1	Projects & Alternatives Matrix	\$ -	\$ -
5.4.2	NEPA/Environmental Permitting Next Steps	\$ -	\$ -
5.4.3	Project Finance and Value Capture	\$ 1,478.79	\$ 2,074.74
5.4.4	Supporting Recommendations and Strategies	\$ 2,732.78	\$ 3,834.09
	Total	\$ 162,317.25	\$ 227,731.10

	HgConsult			Madison-West		
		146.78%			100.00%	
Hours	Raw Labor	Overhead	Hours	Raw Labor	Overhead	
15	\$ -	\$ -	0	\$ -	\$ -	
18	\$ 3,352.07	\$ 4,920.17	40	\$ 2,887.50	\$ 2,887.50	
9	\$ -	\$ -	0	\$ -	\$ -	
1	\$ -	\$ -	0	\$ -	\$ -	
8	\$ 675.82	\$ 991.96	8	\$ 450.00	\$ 450.00	
38	\$ 6,335.25	\$ 9,298.88	70	\$ 4,725.00	\$ 4,725.00	
38	\$ 9,286.89	\$ 13,631.29	168	\$ 2,100.00	\$ 2,100.00	
33	\$ 1,408.98	\$ 2,068.10	15	\$ -	\$ -	
40	\$ 1,461.10	\$ 2,144.60	19	\$ -	\$ -	
19	\$ 275.31	\$ 404.11	4	\$ -	\$ -	
19	\$ -	\$ -	0	\$ 2,875.00	\$ 2,875.00	
109	\$ -	\$ -	0	\$ 2,475.00	\$ 2,475.00	
32	\$ -	\$ -	0	\$ 6,825.00	\$ 6,825.00	
67	\$ -	\$ -	0	\$ 1,575.00	\$ 1,575.00	
8	\$ -	\$ -	0	\$ 8,300.00	\$ 8,300.00	
30	\$ -	\$ -	0	\$ 1,050.00	\$ 1,050.00	
21	\$ -	\$ -	0	\$ 2,700.00	\$ 2,700.00	
13	\$ -	\$ -	0	\$ 4,962.50	\$ 4,962.50	
11	\$ 708.10	\$ 1,039.35	8	\$ 812.50	\$ 812.50	
57	\$ 2,655.39	\$ 3,897.57	30	\$ 6,375.00	\$ 6,375.00	
0	\$ -	\$ -	0	\$ 11,575.00	\$ 11,575.00	
99	\$ 2,655.39	\$ 3,897.57	30	\$ 12,687.50	\$ 12,687.50	
20	\$ -	\$ -	0	\$ 7,287.50	\$ 7,287.50	
20	\$ -	\$ -	0	\$ 1,125.00	\$ 1,125.00	
20	\$ -	\$ -	0	\$ 20,150.00	\$ 20,150.00	
8	\$ -	\$ -	0	\$ 1,050.00	\$ 1,050.00	
89	\$ -	\$ -	0	\$ 11,112.50	\$ 11,112.50	
5	\$ -	\$ -	0	\$ 1,237.50	\$ 1,237.50	
0	\$ -	\$ -	0	\$ 3,875.00	\$ 3,875.00	
4	\$ 378.15	\$ 555.04	8	\$ -	\$ -	
4	\$ 1,063.89	\$ 1,561.58	20	\$ -	\$ -	
44	\$ -	\$ -	0	\$ -	\$ -	
15	\$ -	\$ -	0	\$ -	\$ -	
74	\$ 15,867.36	\$ 23,290.11	277	\$ -	\$ -	
69	\$ -	\$ -	0	\$ -	\$ -	
86	\$ -	\$ -	0	\$ -	\$ -	
821	\$ -	\$ -	0	\$ -	\$ -	
249	\$ -	\$ -	0	\$ -	\$ -	
19	\$ -	\$ -	0	\$ -	\$ -	

0	\$ 6,723.87	\$ 9,869.30	162	\$ -	\$ -
42	\$ 2,343.11	\$ 3,439.22	54	\$ -	\$ -
8	\$ 6,585.31	\$ 9,665.92	145	\$ -	\$ -
12	\$ 5,984.58	\$ 8,784.17	114	\$ -	\$ -
15	\$ 2,197.53	\$ 3,225.54	27	\$ -	\$ -
137	\$ 1,501.76	\$ 2,204.28	20	\$ -	\$ -
8	\$ 3,168.91	\$ 4,651.33	65	\$ -	\$ -
137	\$ 1,501.76	\$ 2,204.28	20	\$ -	\$ -
8	\$ 3,654.97	\$ 5,364.76	73	\$ -	\$ -
8	\$ -	\$ -	0	\$ -	\$ -
8	\$ 4,672.72	\$ 6,858.62	95	\$ -	\$ -
114	\$ 4,263.27	\$ 6,257.63	61	\$ -	\$ -
38	\$ 4,263.27	\$ 6,257.63	61	\$ -	\$ -
0	\$ 5,120.62	\$ 7,516.04	69	\$ -	\$ -
0	\$ 1,646.52	\$ 2,416.76	38	\$ -	\$ -
0	\$ 3,322.70	\$ 4,877.06	42	\$ -	\$ -
23	\$ -	\$ -	0	\$ -	\$ -
47	\$ -	\$ -	0	\$ -	\$ -
2,837.0	\$ 103,074.62	\$ 151,292.93	1,743.0	\$ 118,212.50	\$ 118,212.50

	MCLV			Vireo		
		117.15%			162.84%	
Hours	Raw Labor	Overhead	Hours	Raw Labor	Overhead	
0	\$ -	\$ -	0	\$ -	\$ -	
42	\$ 1,246.88	\$ 1,460.72	23	\$ 401.31	\$ 653.49	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
4	\$ 375.54	\$ 439.95	7	\$ 132.56	\$ 215.86	
42	\$ 4,987.54	\$ 5,842.90	92	\$ 878.43	\$ 1,430.44	
21	\$ 4,987.54	\$ 5,842.90	92	\$ 645.75	\$ 1,051.54	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
35	\$ -	\$ -	0	\$ -	\$ -	
22	\$ -	\$ -	0	\$ -	\$ -	
63	\$ -	\$ -	0	\$ 215.25	\$ 350.51	
14	\$ -	\$ -	0	\$ 133.77	\$ 217.83	
166	\$ -	\$ -	0	\$ 519.68	\$ 846.25	
21	\$ -	\$ -	0	\$ 44.59	\$ 72.61	
54	\$ -	\$ -	0	\$ 98.91	\$ 161.07	
52	\$ -	\$ -	0	\$ 44.59	\$ 72.61	
10	\$ 868.70	\$ 1,017.69	16	\$ 982.73	\$ 1,600.28	
68	\$ 1,246.88	\$ 1,460.72	23	\$ 789.25	\$ 1,285.21	
130	\$ -	\$ -	0	\$ 314.16	\$ 511.58	
145	\$ 4,367.56	\$ 5,116.60	84	\$ 4,211.02	\$ 6,857.22	
83	\$ -	\$ -	0	\$ 564.27	\$ 918.86	
10	\$ -	\$ -	0	\$ -	\$ -	
258	\$ -	\$ -	0	\$ 558.60	\$ 909.62	
21	\$ -	\$ -	0	\$ 1,623.00	\$ 2,642.89	
164	\$ -	\$ -	0	\$ -	\$ -	
11	\$ -	\$ -	0	\$ 1,193.04	\$ 1,942.75	
62	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ -	\$ -	0	\$ -	\$ -	
0	\$ 12,986.31	\$ 15,213.47	250	\$ 2,302.58	\$ 3,749.52	

0	\$ -	\$ -	0	\$ -	\$ -
0	\$ -	\$ -	0	\$ -	\$ -
0	\$ -	\$ -	0	\$ -	\$ -
0	\$ -	\$ -	0	\$ -	\$ -
0	\$ -	\$ -	0	\$ -	\$ -
0	\$ 11,868.84	\$ 13,904.34	224	\$ -	\$ -
0	\$ 1,900.38	\$ 2,226.30	36	\$ -	\$ -
0	\$ 11,329.68	\$ 13,272.72	214	\$ -	\$ -
0	\$ 1,900.38	\$ 2,226.30	36	\$ -	\$ -
0	\$ 11,221.25	\$ 13,145.70	212	\$ -	\$ -
0	\$ -	\$ -	0	\$ -	\$ -
0	\$ -	\$ -	0	\$ -	\$ -
0	\$ -	\$ -	0	\$ -	\$ -
0	\$ -	\$ -	0	\$ -	\$ -
0	\$ -	\$ -	0	\$ -	\$ -
0	\$ -	\$ -	0	\$ -	\$ -
0	\$ -	\$ -	0	\$ -	\$ -
0	\$ 2,343.60	\$ 2,745.53	44	\$ -	\$ -
1,498.0	\$ 71,631.09	\$ 83,915.83	1,353.0	\$ 15,653.49	\$ 25,490.14

				Patrick Watz	Josh Boehm
Placelt!				PIC	PM
				\$ 190.24	\$ 64.30
Hours	Raw Labor	Overhead 120.00%	Hours		
0	\$ -	\$ -	0	4	11
9	\$ 97.95	\$ 117.54	1	0	9
0	\$ -	\$ -	0	0	9
0	\$ -	\$ -	0	0	1
4	\$ -	\$ -	0	0	2
24	\$ -	\$ -	0	0	19
18	\$ -	\$ -	0	0	19
0	\$ -	\$ -	0	0	19
0	\$ -	\$ -	0	0	23
0	\$ -	\$ -	0	0	8
0	\$ -	\$ -	0	0	0
0	\$ -	\$ -	0	0	2
6	\$ -	\$ -	0	0	2
3	\$ -	\$ -	0	0	2
14	\$ -	\$ -	0	0	0
1	\$ -	\$ -	0	0	0
3	\$ -	\$ -	0	0	0
1	\$ -	\$ -	0	0	2
29	\$ -	\$ -	0	0	1
22	\$ -	\$ -	0	0	19
9	\$ -	\$ -	0	0	0
116	\$ -	\$ -	0	0	19
15	\$ -	\$ -	0	0	10
0	\$ -	\$ -	0	0	10
18	\$ -	\$ -	0	0	10
45	\$ -	\$ -	0	0	4
0	\$ -	\$ -	0	0	8
36	\$ 6,319.67	\$ 7,583.61	60	0	5
0	\$ -	\$ -	0	0	0
0	\$ -	\$ -	0	0	2
0	\$ -	\$ -	0	0	2
0	\$ -	\$ -	0	0	10
0	\$ -	\$ -	0	0	4
0	\$ -	\$ -	0	0	2
0	\$ -	\$ -	0	0	23
0	\$ -	\$ -	0	0	11
0	\$ -	\$ -	0	0	4
0	\$ -	\$ -	0	0	27
69	\$ -	\$ -	0	0	19

0	\$ -	\$ -	0	0	0
0	\$ -	\$ -	0	0	4
0	\$ -	\$ -	0	0	4
0	\$ -	\$ -	0	0	4
0	\$ -	\$ -	0	0	11
0	\$ -	\$ -	0	0	38
0	\$ -	\$ -	0	0	0
0	\$ -	\$ -	0	0	38
0	\$ -	\$ -	0	0	0
0	\$ -	\$ -	0	0	0
0	\$ -	\$ -	0	0	8
0	\$ -	\$ -	0	0	38
0	\$ -	\$ -	0	0	38
0	\$ -	\$ -	0	0	0
0	\$ -	\$ -	0	0	0
0	\$ -	\$ -	0	0	0
0	\$ -	\$ -	0	0	23
0	\$ -	\$ -	0	0	17
442.0	\$ 6,417.62	\$ 7,701.15	61.0	4.0	541.0

0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	38
4	0	0	0	0	0	0	0
8	0	0	0	0	0	0	0
4	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
4	0	4	0	0	0	0	0
0	0	0	0	0	0	0	0
4	0	4	0	0	0	0	0
0	0	0	0	0	0	0	8
0	0	0	0	0	0	0	0
23	0	0	0	0	19	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	11	0	19	0	0	0
166.0	9.0	67.0	35.0	156.0	107.0	54.0	

0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	4	11
0	0	0	0	0	0	0
0	0	0	0	0	4	11
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	4	19	11	0	0	0
0	0	0	0	0	0	0
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0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
150.0	31.0	191.0	170.0	27.0	26.0	

0	0	0	0	13	31	80
0	0	0	0	8	8	23
0	0	0	8	15	23	61
0	0	0	8	15	38	38
0	0	0	8	15	4	0
8	38	38	4	8	8	0
0	0	0	4	8	15	23
8	38	38	4	8	8	0
0	0	0	4	8	23	23
0	0	0	0	0	0	0
0	0	0	4	15	23	38
0	0	0	8	15	38	0
0	0	0	8	15	38	0
0	0	0	8	38	23	0
0	0	0	0	0	15	23
0	0	0	4	38	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
20.0	84.0	107.0	187.0	439.0	471.0	396.0

38	0	0	0	0	0	0
15	0	0	0	0	0	0
38	0	0	0	0	0	0
15	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
15	0	0	0	0	0	0
0	0	0	0	0	0	0
15	0	0	0	0	0	0
0	0	0	0	0	0	0
15	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
227.0	23.0	293.0	205.0	197.0	208.0	574.0

	MCLV				
MW Staff	Kevin Cunningham	Derek Hoetmer	Ben Wagner	Steve	Triveece
Administrative	Principal	Principal	Senior Landscape Archtiect	Principal	Proj. Mngr.
\$ 37.50	\$ 54.38	\$ 54.21	\$ 49.78	\$ 54.81	\$ 44.59
0	0	0	0	0	0
21	0	23	0	0	9
0	0	0	0	0	0
0	0	0	0	0	0
0	3	3	1	0	1
0	0	92	0	0	13
0	0	92	0	0	9
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	8	8	0	1	7
0	0	23	0	0	11
0	0	0	0	0	4
0	0	42	42	9	38
0	0	0	0	0	9
0	0	0	0	0	0
0	0	0	0	0	4
0	0	0	0	0	18
0	0	0	0	0	0
0	0	0	0	0	9
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	60	60	130	3	11

0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	83	76	65	0	0
0	12	12	12	0	0
0	74	76	64	0	0
0	12	12	12	0	0
0	74	74	64	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	16	18	10	0	0
21.0	342.0	611.0	400.0	13.0	160.0

Vireo				Placelt	
Laurie	Becca	Jamaica	Madelyn	James Rojas	John Kamp
QA/QC	Eng. / Visual	Planner	Eng. / Visual	Community Engagement	Community Engagement
\$ 41.67	\$ 33.65	\$ 27.16	\$ 27.16	\$ 112.70	\$ 97.95
0	0	0	0	0	0
0	0	0	0	0	1
0	0	0	0	0	0
0	0	0	0	0	0
0	1	1	1	0	0
0	0	11	0	0	0
0	0	9	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	3	0	0	0
0	0	0	0	0	0
0	0	6	0	0	0
0	0	0	0	0	0
0	0	2	0	0	0
0	0	0	0	0	0
0	7	7	7	0	0
0	0	11	0	0	0
0	0	5	0	0	0
0	23	23	23	0	0
0	0	6	0	0	0
0	0	0	0	0	0
0	0	14	0	0	0
6	0	21	0	0	0
0	0	0	0	0	0
0	9	9	9	30	30
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
3	17	17	18	0	0

WSP

Expense Item	Cost per	Qty	Total Cost
Printing - Black and White	\$ 0.05	1,000	\$ 50.00
Printing - Color	\$ 0.25	2,000	\$ 500.00
Printing - Boards (24x36)	\$ 65.00	90	\$ 5,850.00
Printing - Miscellaneous	\$ 500.00	10	\$ 5,000.00
Postcards (Printing/Postage)	\$ 3,000.00	3	\$ 9,000.00
Social Media Ads	\$ 3,000.00	1	\$ 3,000.00
Miscellaneous Events Supplies	\$ 150.00	3	\$ 450.00
12 hr Turning Movement Counts - Standard	\$ 752.00	11	\$ 8,272.00
12 hr Turning Movement Counts - High Volume	\$ 1,202.00	6	\$ 7,212.00
Mileage	\$ 0.67	1,200	\$ 804.00
Hotel/Meals	\$ 126.00	9	\$ 1,134.00
Airfare 1-way	\$ 175.00	12	\$ 2,100.00

\$ 43,372.00**HgConsult**

Expense Item	Cost per	Qty	Total Cost
Color Printing	\$ 1.00	150	\$ 150.00
B&W Printing	\$ 0.20	250	\$ 50.00
EDR Haz Mat Report	\$ 1,500.00	1	\$ 1,500.00
Hotel Nights	\$ 126.00	10	\$ 1,260.00
Mileage	\$ 0.67	500	\$ 335.00

\$ 3,295.00**Madison-West**

Expense	Cost per	Qty	Total Cost
Color Printing	\$ 1.00	1000	\$ 1,000.00
B&W Printing	\$ 0.10	2400	\$ 240.00
Large Format Printing	\$ 15.00	20	\$ 300.00
Misc Event Supplies	\$ 500.00	1	\$ 500.00
Event/Rental space	\$ 2,500.00	3	\$ 7,500.00
Radio Remote fees	\$ 500.00	8	\$ 4,000.00
Airfare 1-way	\$ 200.00	24	\$ 4,800.00
Hotel Nights	\$ 126.00	32	\$ 4,032.00
Mileage	\$ 0.67	2400	\$ 1,608.00

\$ 23,980.00**MCLV**

Expense Item	Cost per	Qty	Total Cost
Color Printing	\$ 0.25	800	\$ 200.00
B&W Printing	\$ 0.10	2000	\$ 200.00
Large Format Printing	\$ 20.00	10	\$ 200.00
Supplies	\$ 250.00	1	\$ 250.00
Mileage	\$ 0.67	500	\$ 335.00

\$ 1,185.00

Vireo

Expense Item	Cost per	Qty	Total Cost
Color Printing	\$ 0.10	867	\$ 86.70
Large Format Printing	\$ 85.00	8	\$ 680.00
Mileage	\$ 0.67	1000	\$ 670.00
			\$ 1,436.70

Placelt!

Expense Item	Cost per	Qty	Total Cost
Airfare 1-Way	\$ 300.00	4	\$ 1,200.00
Hotel Nights	\$ 126.00	7	\$ 882.00
Meals and Incidental Expenses (per Day)	\$ 64.00	14	\$ 896.00
Transit fare	\$ 30.00	1	\$ 30.00
Model-building materials	\$ 350.00	1	\$ 350.00
Shipping of model-building materials	\$ 150.00	1	\$ 150.00
			\$ 3,508.00

PART II

STANDARD TERMS AND CONDITIONS

Sec. 1. General Indemnification.

A. For purposes of this Section 1 only, the following terms shall have the meanings listed:

1. **Claims** means all claims, damages, liability, losses, costs and expenses, court costs and reasonable attorneys' fees, including attorneys' fees incurred by the City in the enforcement of this indemnity obligation.

2. **Design Professional's Agents** means Design Professional's officers, employees, subcontractors, subconsultants, successors, assigns, invitees, and other agents.

3. **City** means City, its Program Manager/Construction Advisor and any of their agents, officials, officers and employees.

B. Design Professional's obligations under this Section with respect to indemnification for acts or omissions, including negligence, of City shall be limited to the coverage and limits of General (not Professional) Liability insurance that Design Professional is required to procure and maintain under this Agreement. Design Professional affirms that it has had the opportunity to recover the costs of the liability insurance required in this Agreement in its contract price.

C. Design Professional shall defend, indemnify and hold harmless City from and against all Claims arising out of or resulting from all acts or omissions in connection with this Agreement caused in whole or in part by Design Professional or Design Professional's Agents, regardless of whether or not caused in part by an act or omission, including negligence, of City. Design Professional is not obligated under this Section to indemnify City for the sole negligence of City.

D. Nothing in this section shall apply to indemnification for professional negligence which is specified in a separate provision of this Agreement.

E. In no event shall the language in this section constitute or be construed as a waiver or limitation of the City's rights or defenses with regard to sovereign immunity, governmental immunity, or other official immunities and protections as provided by the federal and state constitutions or by law.

Sec. 2. Indemnification for Professional Negligence.

Design Professional shall indemnify, and hold harmless City and any of its agencies, officials, officers, or employees from and against all claims, damages, liability, losses, costs, and expenses, including court costs and reasonable attorneys' fees, to the extent caused by any negligent acts, errors, or omissions of the Design Professional, its officers, employees, subconsultants, subcontractors, successors, assigns, invitees and other agents, in the performance of professional services under this Agreement. Design Professional is not obligated under this Section to indemnify City for the negligent acts of City or any of its agencies, officials, officers, or employees.

Sec 3. Insurance.

A. Design Professional shall procure and maintain in effect throughout the duration of this Agreement, and for a period of two (2) years thereafter, insurance coverage not less than the types and amounts specified below. In the event that additional insurance, not specified herein, is required during the term of this Agreement, Design Professional shall supply such insurance at City's cost. Policies containing a Self-Insured Retention are unacceptable to City unless City approves in writing the Design Professional Self-Insured Retention.

1. Commercial General Liability Insurance: with limits of \$1,000,000 per occurrence and

\$2,000,000 aggregate, written on an “occurrence” basis. The policy shall be written or endorsed to include the following provisions:

- a. Severability of Interests Coverage applying to Additional Insureds
- b. Contractual Liability
- c. Per Project Aggregate Liability Limit or, where not available, the aggregate limit shall be \$2,000,000
- d. No Contractual Liability Limitation Endorsement
- e. Additional Insured Endorsement, ISO form CG20 10, current edition or its equivalent

2. Worker’s Compensation Insurance: as required by statute, including Employers Liability with limits of:

Workers Compensation Statutory
Employers Liability

- \$1,000,000 accident with limits of:
- \$1,000,000 disease-policy limit
- \$1,000,000 disease-each employee

3. Commercial Automobile Liability Insurance: with a limit of \$1,000,000 written on an “occurrence” basis, covering owned, hired, and non-owned automobiles. If the Design Professional owns vehicles, coverage shall be provided on an “any auto” basis. If the Design Professional does not own any vehicles, coverage shall be provided on a “hired autos” and “nonowned autos” basis. The insurance will be written on a Commercial Business Auto form, or an acceptable equivalent, and will protect against claims arising out of the operation of motor vehicles, as to acts done in connection with the Agreement, by Design Professional.

4. Professional Liability Insurance with limits Per Claim/Annual Aggregate of \$1,000,000.

5. If applicable, Cyber Liability Insurance, with limits not less than \$2,000,000 per occurrence or claim, \$2,000,000 aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Design Professional in this agreement and shall include, but not be limited to, claims involving security breach, system failure, data recovery, business interruption, cyber extortion, social engineering, infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, and alteration of electronic information. The policy shall provide coverage for breach response costs, regulatory fines and penalties as well as credit monitoring expenses.

6. If applicable, Technology Professional Liability Errors and Omissions Insurance appropriate to the Consultant’s profession and work hereunder, with limits not less than \$2,000,000 per occurrence. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by the Design Professional in this agreement and shall include, but not be limited to, claims involving security breach, system failure, data recovery, business interruption, cyber extortion, social engineering, infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, and alteration of electronic information. The policy shall provide coverage for breach response costs, regulatory fines and penalties as well as credit monitoring expenses.

The Policy shall include, or be endorsed to include, property damage liability coverage for damage to, alteration of, loss of, or destruction of electronic data and/or information “property” of the Agency in the care, custody, or control of the Design Professional. If not covered under the Design Professional’s

liability policy, such “property” coverage of the Agency may be endorsed onto the Design Professional’s Cyber Liability Policy as covered property.

If the Design Professional maintains broader coverage and/or higher limits than the minimums shown above, the Entity requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Design Professional. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Entity.

B. The Commercial General Liability Insurance specified above shall provide that City and its agencies, officials, officers, and employees, while acting within the scope of their authority, will be named as additional insureds for the services performed under this Agreement. Design Professional shall provide to City at execution of this Agreement a certificate of insurance showing all required endorsements and additional insureds. The certificates of insurance will contain a provision stating that should any of the policies described in the certificate be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

C. The Commercial General Liability and Commercial Automobile Liability insurance specified above shall contain a cross-liability or severability of interest clause or endorsement and shall contain a provision or endorsement that the costs of providing the insureds a defense and appeal, including attorneys’ fees, as insureds, shall be supplementary and shall not be included as part of the policy limits but shall remain the insurer’s responsibility. Insurance covering the specified additional insureds shall be primary insurance, and all other insurance carried by the additional insureds shall be excess insurance. With respect to Commercial Automobile Liability, Commercial General Liability, and any Umbrella Liability Insurance, Design Professional shall require its insurance carrier(s) to waive all rights of

subrogation against City and its agencies, officials, officers, and employees.

D. All insurance coverage must be written by companies that have an A.M. Best’s rating of “A-V” or better, and are licensed or approved by the State of Missouri to do business in Missouri.

E. Design Professional’s failure to maintain the required insurance coverage will not relieve Design Professional of its contractual obligation to indemnify the City pursuant to Sections 1 and 2. If the coverage afforded is cancelled or changed or its renewal is refused, Design Professional shall give at least 30 days prior written notice to City. In the event of Design Professional’s failure to maintain the required insurance in effect, City may order Design Professional to immediately stop work, and upon ten (10) days notice and an opportunity to cure, may pursue its remedies for breach of this Agreement as provided for herein and by law.

F. In no event shall the language in this Section constitute or be construed as a waiver or limitation of the City’s rights or defenses with regard to sovereign immunity, governmental immunity, or other official immunities and protections as provided by the federal and state constitutions or by law.

Sec. 4. Design Standards and Endorsement.

A. Except as otherwise directed in writing by City, in the performance of services under this Agreement, Design Professional shall comply with all design standards required by federal, state, local laws or codes including but not limited to all applicable provisions of:

1. Title II of the 2010 ADA Standards for Accessible Design as amended from time to time;
2. the Clean Air Act(42 U.S.C. 7401 *et seq.* and the Clean Water Act (33 U.S.C. 1251 *et seq.*
3. the Missouri Clean Water Law (Chapter 644 RSMo) together with any

accompanying regulation(s) contained in the Missouri Code of State Regulations (CSR Title 10), as well as any implementing permits; and

4. Kansas City Code Sec. 3-71. LEED gold standard.

Design Professional shall notify and explain to City any applicable exceptions under these acts.

B. Design Professional shall use all design standards recognized and used in the industry in the performance of services under this agreement. Design Professional shall endorse all plans and specifications, or estimates, and engineering data furnished under this Agreement if prepared by Design Professional. All subcontractors as appropriate shall endorse their respective plans and specifications, or estimates, and engineering data furnished for the Plan or Project.

C. Design Professional shall monitor quality assurance for their design services and shall revise the design and plans at their own expense in case of error or oversight in design by Design Professional or any subcontractor to Design Professional.

Sec. 5. Copyright and Ownership of Documents.

A. Design Professional shall on its behalf and on behalf of its employees and agents, promptly communicate and disclose to City all computer programs, documentation, software and other copyrightable works and all discoveries, improvements and inventions conceived, reduced to practice or made by Design Professionals or its agents, whether solely or jointly with others, during the term of this Agreement resulting from or related to any work Design Professional or its agents may do on behalf of City or at its request. All inventions and copyrightable works that Design Professional is obligated to disclose shall be and remain entirely the property of City. It is agreed that all inventions and copyrightable works are works made for hire

and shall be the exclusive property of City. Design Professional hereby assigns to City any rights it may have in such copyrightable works. Design Professional shall cooperate with City in obtaining any copyrights or patents.

B. Original documents, including plans, specifications, reports, maps, models and renderings, including electronic media, prepared or obtained under the terms of this Agreement shall be delivered to and become the property of City and basic survey notes, diaries, sketches, charts, computations and other data shall be made available upon request by City without restriction or limitation of their use. There shall be no legal limitations upon City in the subsequent use of the documents or ideas developed in the documents. In the event that any of the documents are reused by City, the nameplates or other identification to the Design Professional will be removed and the Design Professional will be released of subsequent liabilities. In the event that any of the design drawings are reused or modified by City, the name plates or other identification to the Design Professional will be removed.

Sec. 6. Governing Law.

This Contract shall be construed and governed in accordance with the laws of the State of Missouri without giving effect to Missouri's choice of law provisions. The City and Design Professional: (1) submit to the jurisdiction of the state and federal courts located in Jackson County, Missouri; (2) waive any and all objections to jurisdiction and venue; and (3) will not raise forum non conveniens as an objection to the location of any litigation.

Sec. 7. Compliance with Laws.

Design Professional shall comply with all federal, state and local laws, ordinances and regulations applicable to the work and this Agreement. Design Professional shall maintain in effect all the licenses, permissions, authorizations, consents and permits that it

needs to carry out its obligations under this Agreement.

Sec. 8. Termination for Convenience.

A. City may, at any time upon ten (10) days notice to Design Professional specifying the effective date of termination, terminate this Agreement, in whole or in part. If this Agreement is terminated by City, City shall be liable only for payment for services rendered before the effective date of termination. Design Professional shall prepare an accounting of the services performed and money spent by Design Professional up to the effective date of termination and shall return to City any remaining sums within thirty (30) days of such date.

B. If this Agreement is terminated prior to Design Professional's completion of services, all work or materials prepared or obtained by Design Professional pursuant to this Agreement shall become City's property.

C. If this Agreement is terminated prior to Design Professional's completion of the services to be performed hereunder, Design Professional shall return to City and sums paid in advance by City for services that would otherwise have had to be rendered between the effective date of termination and the original ending date of the Agreement. Design Professional shall prepare an accounting of the services performed and money spent by Design Professional up to the effective date of termination and shall return to City any remaining sums within thirty (30) days of such date.

Sec. 9. Default and Remedies.

If Design Professional shall be in default or breach of any provision of this Agreement, City may terminate this Agreement, suspend City's performance, withhold payment or invoke any other legal or equitable remedy after giving Design Professional notice and opportunity to correct such default or breach.

Sec. 10. Waiver.

Waiver by City of any term, covenant, or condition hereof shall not operate as a waiver of any subsequent breach of the same or of any term, covenant or condition. No term, covenant, or condition of this Agreement can be waived except by written consent of City, and forbearance or indulgence by City in any regard whatsoever shall not constitute a waiver of same to be performed by Design Professional to which the same may apply and, until complete performance by Design Professional of the term, covenant or condition, City shall be entitled to invoke any remedy available to it under this Agreement or by law despite any such forbearance or indulgence.

Sec. 11. Acceptance.

No payment made under this Agreement shall be proof of satisfactory performance of the Agreement, either wholly or in part, and no payment shall be construed as acceptance of deficient or unsatisfactory work.

Sec. 12. Modification.

Unless stated otherwise in this Agreement, no provision of this Agreement may be waived, modified or amended except in writing signed by City.

Sec. 13. Headings; Construction of Agreement.

The headings of each section of this Agreement are for reference only. Unless the context of this Agreement clearly requires otherwise, all terms and words used herein, regardless of the number and gender in which used, shall be construed to include any other number, singular or plural, or any other gender, masculine, feminine or neuter, the same as if such words had been fully and properly written in that number or gender.

Sec. 14. Severability of Provisions.

Except as specifically provided in this Agreement, all of the provisions of this

Agreement shall be severable. In the event that any provision of this Agreement is found by a court of competent jurisdiction to be unconstitutional or unlawful, the remaining provisions of this Agreement shall be valid unless the court finds that the valid provisions of this Agreement are so essentially and inseparably connected with and so dependent upon the invalid provision(s) that it cannot be presumed that the parties to this Agreement could have included the valid provisions without the invalid provision(s); or unless the court finds that the valid provisions, standing alone, are incapable of being performed in accordance with the intentions of the parties.

Sec. 15. Records.

A. For purposes of this section:

1. "City" shall mean the City Auditor, the City's Internal Auditor, the City's Director of Civil Rights and Equal Opportunity Department, the City Manager, the City department administering this Contract and their delegates and agents.

2. "Record" shall mean any document, book, paper, photograph, map, sound recordings or other material, regardless of physical form or characteristics, made or received in connection with this Contract and all Contract amendments and renewals.

B. Design Professional shall maintain and retain all Record for a term of five (5) years that shall begin after the expiration or termination of this Contract and all Contract amendments. City shall have a right to examine or audit all Records and Design Professional shall provide access to City of all Records upon ten (10) days written notice from the City.

C. The books, documents and records of Design Professional in connection with this Agreement shall be made available to the City Auditor, the City's Internal Auditor, the City's Director of Civil Rights and Equal Opportunity Department and the City department

administering this Agreement within ten (10) days after the written request is made.

Sec. 16. Tax Compliance.

Design Professional shall provide proof of compliance with the City's tax ordinances administered by the City's commissioner of revenue as a precondition to the City making the first payment under this Agreement or any Agreement renewal when the total Agreement amount exceeds \$160,000.00. If Design Professional performs work on an Agreement that is for a term longer than one year, the Design Professional also shall submit to the city proof of compliance with the City's tax ordinances administered by the City's commissioner of revenue as a condition precedent to the city making final payment under the Agreement.

Sec. 17. Assignability and Subcontracting.

(a) Assignability. Design Professional shall not assign or transfer any part or all of Design Professional's obligation or interest in this Contract without prior written approval of City. If Design Professional shall assign or transfer any of its obligations or interests under this Contract without the City's prior written approval, it shall constitute a material breach of this Contract. This provision shall not prohibit Design Professional from subcontracting as otherwise provided for herein.

(b) Subcontracting. Design Professional shall not subcontract any part or all of Design Professional's obligations or interests in this Contract unless the subcontractor has been identified in a format required by City. If Design Professional shall subcontract any part of Design Professional's obligations or interests under this Contract without having identified the subcontractor, it shall constitute a material breach of this Contract. The utilization of subcontractors shall not relieve Design Professional of any of its responsibilities under the Contract, and Design Professional shall remain responsible

to City for the negligent acts, errors, omissions or neglect of any subcontractor and of such subcontractor's officers, agents and employees. City shall have the right to reject, at any point during the term of this Contract, any subcontractor identified by Design Professional, and to require that any subcontractor cease working under this Contract. City's right shall be exercisable in its sole and subjective discretion. City shall not be obligated to pay or be liable for payment of any monies which may be due to any subcontractor. Design Professional shall include in any subcontract a requirement that the subcontractor comply with all requirements of this Contract in performing Design Professional's services hereunder.

Sec. 18. Conflicts of Interest.

Design Professional certifies that no officer or employee of City has, or will have, a direct or indirect financial or personal interest in this Agreement, and that no officer or employee of City, or member of such officer's or employee's immediate family, either has negotiated, or has or will have an arrangement, concerning employment to perform services on behalf of Design Professional in this Agreement.

Sec. 19. Conflict of Interest - Certification.

Design Professional certifies that Design Professional is not an expert witness for any party in litigation against the City at the time of the issuance of this Contract.

Sec. 20. Buy American Preference.

It is the policy of the city that any manufactured goods or commodities used or supplied in the performance of any city Agreement or any subcontract hereto shall be manufactured or produced in the United States whenever possible.

Sec. 21. Independent Contractor.

Design Professional is an independent contractor and is not City's agent. Design Professional has no authority to take any action or execute any documents on behalf of City.

Section 22. Employee Eligibility Verification.

If this Contract exceeds five thousand dollars(\$5,000.00), Design Professional shall execute and submit an affidavit, in a form prescribed by City, affirming that Design Professional does not knowingly employ any person in connection with the contracted services who does not have the legal right or authorization under federal law to work in the United States as defined in 8 U.S. C. § 1324a(h)(3). Design Professional shall attach to the affidavit documentation sufficient to establish Design Professional's enrollment and participation in an electronic verification of work program operated by the United States Department of Homeland Security (E-Verify) or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986. Design Professional may obtain additional information about E-Verify and enroll at www.dhs.gov/xprevprot/program/gc_1185221678150.shtm . For those Design Professionals enrolled in E-Verify, the first and last pages of the E-Verify Memorandum of Understanding that Design Professional will obtain upon successfully enrolling in the program shall constitute sufficient documentation for purposes of complying with this Section. Design Professional shall submit affidavit and attachments to City prior to execution of the contract, or at any point during the term of the Contract if requested by City.

Sec. 23. Quality Services Assurance Act. If this Contract exceeds \$160,000.00, Design Professional certifies Design Professional will pay all employees who will work on this Contract in the city limits of Kansas City, Missouri at least \$15.00 per hour in

compliance with the City's Quality Services Assurance Act, Section 3-66, Code of Ordinances or City has granted Design Professional an exemption.

Sec. 24. Anti-Discrimination Against Israel. If this Contract exceeds \$100,000.00 and Design Professional employs at least ten employees, pursuant to Section 34.600, RSMo., by executing this Contract, Design Professional certifies it is not currently engaged in and shall not, for the duration of this contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel.

Sec. 25. Title VI of the Civil Rights Act of 1964. Title VI of the Civil Rights Act of 1964 requires that no person in the United States shall, on the grounds of race, color, or national or origin (including limited English proficient individuals), be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The City of Kansas City, Missouri requires compliance with the requirements of Title VI in all of its programs and activities regardless of the funding source. Design Professional shall not discriminate on the grounds of race, color, or national or origin (including limited English proficient individuals).

Sec. 26. Non-Discrimination in Employment. Design Professional shall not discriminate against any employee or candidate for employment on the basis of an individual's race, hair texture or hair style associated with an individual's race, color, sex, religion, national origin, or ancestry, disability, sexual orientation, gender identity, age, or in any other manner prohibited by Chapter 38 of the City Code. Design Professional shall not engage in any discrimination as prohibited

by Chapter 3 of the City Code.

Sec. 27. Ban the Box in Hiring and Promotion. Pursuant to Section 38-104, City Code Ordinances, Design Professional shall not base a hiring or promotional decision on an applicant's criminal history or sentence related thereto, unless the employer can demonstrate that the employment-related decision was based on all information available including consideration of the frequency, recentness and severity of a criminal record and that the record was reasonably related to the duties and responsibilities of the position.

Notwithstanding, Design Professional may inquire about an applicant's criminal history after it has been determined that the individual is otherwise qualified for the position, and only after the applicant has been interviewed for the position. Any such inquiry may be made of all applicants who are within the final selection pool of candidates from which a job will be filled.

This provision shall not apply to positions where employers are required to exclude applicants with certain criminal convictions from employment due to local, state or federal law or regulation.

Sec. 28. Affirmative Action.

If this Contract exceeds \$300,000.00 and Design Professional employs fifty (50) or more people, Design Professional shall comply with City's Affirmative Action requirements in accordance with the provisions of Chapter 38 of City's Code, the rules and regulations relating to those sections, and any additions or amendments thereto; in executing any Contract subject to said provisions, Design Professional warrants that it has an affirmative action program in place and will maintain the affirmative action program in place for the

duration of the Contract. Design Professional shall not discriminate against any employee or applicant for employment because of race, color, sex, religion, national origin or ancestry, disability, sexual orientation, gender identity or age in a manner prohibited by Chapter 38 of City's Code. CONTRACTOR shall:

a. Execute and submit the City of Kansas City, Missouri CREO Affirmative Action Program Affidavit warranting that the Design Professional has an affirmative action program in place and will maintain the affirmative action program in place for the duration of the Contract.

b. Submit, in print or electronic format, a copy of Design Professional's current certificate of compliance to the City's Civil Rights and Equal Opportunity Department (CREO) prior to receiving the first payment under the Contract, unless a copy has already been submitted to CREO at any point within the previous two (2) calendar years. If, and only if, Design Professional does not possess a current certification of compliance, Design Professional shall submit, in print or electronic format, a copy of its affirmative action program to CREO prior to receiving the first payment under the Contract, unless a copy has already been submitted to CREO at any point within the previous two (2) calendar years.

c. Require any Subcontractor awarded a subcontract exceeding \$300,000.00 to affirm that Subcontractor has an affirmative action program in place and will maintain the affirmative action program in place for the duration of the subcontract.

d. Obtain from any Subcontractor awarded a subcontract exceeding \$300,000.00 a copy of the Subcontractor's current certificate of compliance and tender a copy of the same, in print or electronic format, to CREO within thirty (30) days from the

date the subcontract is executed. If, and only if, Subcontractor does not possess a current certificate of compliance, Design Professional shall obtain a copy of the Subcontractor's affirmative action program and tender a copy of the same, in print or electronic format, to CREO within thirty (30) days from the date the subcontract is executed. This is a material term of this Contract.

The City has the right to take action as directed by City's Civil Rights and Equal Opportunity Department to enforce this provision. If Design Professional fails, refuses or neglects to comply with the provisions of Chapter 38 of City's Code, then such failure shall be deemed a total breach of this Contract and this Contract may be terminated, cancelled or suspended, in whole or in part, and Design Professional may be declared ineligible for any further contracts funded by City for a period of one (1) year. This is a material term of the Contract.

Sec. 29. Prevailing Wage. If the Agreement exceeds \$75,000.00 and any of the Services performed by Design Professional includes construction, reconstruction, improvement, enlargement, alteration, painting and decorating, or major repair, that is subject to the Missouri Prevailing Wage Law (Section 290.210, RSMo – 290.340, RSMo), Design Professional shall immediately notify the City prior to performing Services so the parties can execute an agreement that incorporates the appropriate Wage Order. Design Professional shall comply with all requirements of Section 290.210, RSMo – 290.340, RSMo even if Design Professional fails to notify the City.

ATTACHMENT B
ELECTRONIC DATA REQUIREMENTS

A. Kansas City Plan Room - Electronic Format Requirements and Naming Conventions

1. In addition to other deliverables included in this Contract, items listed below are requirements to accommodate posting bids documents, plans and specifications on the Kansas City Plan Room.
2. Prime Design Professional/Consultant and Sub-Consultants shall adhere to the following electronic format requirements and use the naming conventions as set out below:
 - a. **Drawings/plans**
 - (1) Drawings/plans should be rendered as 200-300 dpi **PDF Format** images. No files may be larger than 5 megabytes in size. Plans/Drawings numbering should follow Form 00015 List of Drawings.
 - (2) File names may not include any symbols such as < > : . “ / \ | ? ‘ & # % ^ * () [] { } +
 - (3) FILE NAMES: Plans/Drawings numbering should follow Form 00015 List of Drawings. All plans should be named in the following manner: three digit sequential number-brief descriptor. For example: 001-Cover.pdf or 002-arcl.pdf
 - b. **CSI specification sections (project manuals)**
 - (1) CSI specification sections should be named by division, using DIV as a prefix. For example:
 - (a) DIV01.PDF (Technical, Project Specific)
 - (b) DIV02.PDF
 - (c) DIV03.PDF
 - c. **Summary:**
 - (1) Division 00 and 01 in Microsoft Word or Excel
 - (2) Division 2-16 in PDF Format
 - (3) Completed document originals of Plans and Diagrams of project must be submitted as 200-300 dpi **PDF Format** images.

Note: The following remaining sections should be included for projects being processed in e-Builder. Delete these sections in their entirety if they are not applicable. Be certain to remove this note before your final Contract Document is printed.

B. General Requirements

1. Professional Services Consultant/Contractor and its Sub-Consultant/Contractor(s) shall provide at a minimum, the following to its staff:
 - a. **Computer:** Minimum Intel Pentium® 4 Processor 2.4 GHz or equivalent processor with 512MB of RAM; recommended Centrino Duo® Processors 1.6 GHz or equivalent with 2GB of RAM, or higher.
 - b. **Computer Operation System:** Windows XP, Windows Vista, or Windows 7
 - c. **Web Browser:** Microsoft Internet Explorer 9
 - d. **Work and Spreadsheet Processors:** Microsoft Office Word, Excel and Outlook
 - e. **Scheduling Software:** Microsoft Project or Primavera
 - f. **Internet Service Provider:** A reliable ISP in the area of the Project
 - g. **Connection Speed/Minimum Bandwidth:** DSL, ADSL or T1 Line for transferring a minimum of **3 Mbps** Downstream and **512 Kbps** Upstream

C. Contract Information Management System - Project Web Requirements

1. The City will utilize a web based contract information management system/project management tool in the administration of this Contract. This web based application database is a collaboration tool selected and provided by City, which will allow all project team members continuous access through the Internet to important contract/project data as well as up to the minute decision and approval status information.
2. Design Professional shall provide and shall require its sub-consultants to provide its management personnel assigned to this Contract with access to personal computers and the Internet on a daily basis same.
3. Design Professional shall conduct Project controls, outlined by the City utilizing the web based application database selected and provided by City. **This designated web based application database will be provided by the** Design Professional to its sub-consultants. No additional software will be required. City will assist Design Professional in providing training of sub-Consultant's personnel.
4. Design Professional shall have and shall require its sub-consultants the responsibility for visiting the Project web site on a daily basis, and as necessary to be kept fully appraised of Contract/Project developments, for correspondence, assigned tasks and other matters that transpire on the site and .
 - a. These may include but are not limited to: Contracts, Contract Exhibits, Contract Amendments, Drawing Issuances, Addenda, Bulletins, Permits, Insurance & Bonds, Safety Program Procedures, Safety Notices, Accident Reports, Personnel Injury Reports, Schedules, Site Logistics, Progress Reports, Daily Logs, Non-Conformance Notices, Quality Control Notices, Punch Lists, Meeting Minutes, Requests for Information, Submittal Packages, Substitution Requests, Monthly Payment Request Applications, Supplemental Instructions, Owner Variation Directives, Potential Variation Orders, Variation Order Requests, Variation Orders, and the like.
 - b. All supporting data including but not limited to shop drawings, product data sheets, manufacturer data sheets and instructions, method statements, safety MSDS sheets, Substitution Requests and required documentation will be submitted in digital format via the web based application database selected and provided by City.

D. Electronic File Requirements – Closeout

1. All documents (including as-built drawings) shall be converted or scanned into the Adobe Acrobat (.PDF) file format and uploaded to the web based application database selected and provided by City.
2. In addition to the standard closeout submittal requirements detailed elsewhere in the Contract Documents, the Prime Design Professional/Consultant and Sub-Consultants shall also submit all closeout documents including but not limited to all “As-Built Drawings”, catalog cuts and Owner's Operation and Maintenance manuals in digital format.

E. Project Management Communications - Construction

1. The Contractor shall use the Internet web based contract information management system/project management communications tool selected and provided by City, and protocols included in that software during the term of this Contract. The use of project management communications as herein described does not replace or change any contractual responsibilities of the participants.
2. The project communications database is on-line and fully functional. User registration, electronic and computer equipment, and Internet connections are the responsibility of each project participant. The sharing of user accounts is prohibited.

3. Training: City's software service provider will provide a group training sessions scheduled by City, the cost of which is included in the initial users fee. Users are required to attend the scheduled training sessions they are assigned. Requests for specific scheduled classes will be on a first come first served basis for available spaces. Companies may also obtain group training from City's software service provider at their own expense
4. Support: City's software service provider will provide on-going support through on-line help files.
5. Project Archive: The archive shall be available to each team member at a nominal cost. The archive set will contain only documents that the firm has security access to during construction. All legal rights in any discovery process are retained. Archive material shall be ordered from City's software service provider.
6. Copyrights and Ownership: Nothing in this specification or the subsequent communications supersedes the parties' obligations and rights for copyright or document ownership as established by the Contract Documents. The use of CAD files, processes or design information distributed in this system is intended only for the project specified herein.
7. Purpose: The intent of using a project management communication tool is to improve project work efforts by promoting timely initial communications and responses. Secondly, to reduce the number of paper documents while providing improved record keeping by creation of electronic document files.
8. Authorized Users: Access to the web site will be by individuals who are licensed users.
 - a. Individuals may use the User Application included in these specifications or may request the User Application.
 - b. Authorized users will be contacted directly by the web site provider, who will assign the temporary user password.
 - c. Individuals shall be responsible for the proper use of their passwords and access to data as agents of the company in which they are employed.
9. Administrative Users: Administrative users have access and control of user licenses and all posted items. **DO NOT POST PRIVATE OR YOUR COMPANY CONFIDENTIAL ITEMS IN THE DATABASE!** Improper or abusive language toward any party or repeated posting of items intended to deceive or disrupt the work of the project will not be tolerated and will result in deletion of the offensive items and revocation of user license at the sole discretion of the Administrative User(s).



**NON-CONSTRUCTION
APPLICATION FOR PAYMENT**
Contract/Project Number _____
Contract/Project Title _____

Final Payment
 Date: _____
 Ordinance Date: _____

Application Number: 1
 Ordinance Number: _____
 City PO Number: _____

Contractor:

Legal Name _____
 Mail Address: _____
 City, ST Zip _____
 Vendor Number _____

Application for Work Accomplished: From _____ To: SLBE Pre-Payment¹
 Name of Kansas City, MO Project Mgr: _____

[Enter Pre-Payment Amount on Line [6] of Application Number 1. Delete SLBE Prepayment and footnote if not applicable.]

Original Contract Amount	[1]	\$0.00
Net by Amendments ___ through ___	[2]	\$0.00
Maximum Obligation (1+2)	[3]	\$0.00
Total Work Completed to Date	[4]	\$0.00
Total Previous Payments	[5]	\$0.00
PAYMENT DUE CONTRACTOR (4-5)	[6]	\$0.00

Instructions to Contractor:

1. Complete and sign this Application and attach the following items: A) **documentation** of expenses per contract (ie. services performed; actual salary of personnel for time charges directly to the project; and/or actual reasonable expenses incurred, AND, B) a photocopy of your most recent **00485.01 HRD MWBE Monthly Utilization Report** submitted to Human Relations Dept.
2. If this is the First application for payment and if Contract amount exceeds \$127,000, then also attach proof of tax compliance (**Revenue Clearance Letter**).
3. If this is the Final application for payment, then also attach: **01290.14 Contractor Affidavit for Final Payment; 01290.15 Subcontractor Affidavit for Final Payment;** and proof of tax compliance (**Revenue Clearance Letter**).
4. Submit Application to: _____ Department
 Name, Project Manager
 414 East 12th Street - City Hall, _____ Floor
 Kansas City, MO 64106

¹Any SLBE Pre-Payment will be reflected in "Previous Payments" beginning with the second Application for Payment.

Contractor:

Submitted By: _____ Signature: _____ Date: _____
 Phone: _____ Fax: _____ E-mail: _____

Kansas City:

Approved By: _____ Project Manager Date: _____
 Approved By: _____ Director Date: _____

ATTACHMENT D

CITY – LICENSED GEOGRAPHICAL INFORMATION SYSTEM DATA

CITY will provide licensed materials for Geographical Information Systems to be used for the project as follows:

Grant of License. CITY grants to DESIGN PROFESSIONAL and DESIGN PROFESSIONAL hereby accepts, upon the express terms and conditions contained in this Agreement, a non-exclusive License to use the information described herein in the form produced and maintained by the Geographical Information System produced and maintained by City.

License Materials. The materials licensed for use by DESIGN PROFESSIONAL under this Agreement are the forms which can be read or manipulated by computer of the geographical and physical characteristic information collected and assimilated in the records of City (“Licensed Materials”).

Use of Licensed Materials. Subject to the terms, conditions and prohibitions of this Agreement, DESIGN PROFESSIONAL shall be entitled to use the information contained in the Licensed Materials to accomplish the scope of services provided by DESIGN PROFESSIONAL. At the completion of the Agreement, DESIGN PROFESSIONAL shall return all materials to the CITY, and shall permanently remove the Licensed Materials from any media used by DESIGN PROFESSIONAL. At the end of the Agreement, DESIGN PROFESSIONAL shall provide a written certification that all materials are returned and that all Licensed Materials, including copies, have been removed from the equipment or media of DESIGN PROFESSIONAL.

Transfer of Licensed Materials. This license is expressly nontransferable and DESIGN PROFESSIONAL shall not transfer any interest, entitlement or obligation under this Agreement to any other person or entity.

Data. The data and information contained in the Licensed Materials shall be those files and systems as recorded and existing as of the time DESIGN PROFESSIONAL requests the information.

Title. The custody and title and all other rights and interests in the Licensed Materials are and shall at all times remain with the CITY and with the Offices or officials of the CITY having official custody of the Licensed Materials.

Not Public Records. The database in the form of the Licensed Materials is proprietary, intellectual property of the CITY and shall not be considered or deemed as open, public records, except as provided in §256.670, RSMo. DESIGN PROFESSIONAL shall and hereby expressly agrees that it will, recognize the property interests of CITY and CITY agrees that it is not, pursuant to this License, a custodian of any open, public records, except as may exist pursuant to §256.670 RSMo.

Access to Materials. Pursuant to the terms and conditions of this agreement, DESIGN PROFESSIONAL shall be provided access to obtain the Licensed Materials in a periodic basis for the term of this Agreement. As provided in this Agreement, DESIGN PROFESSIONAL, shall be entitled to any Modifications, updates, renewals or additional data or information under the License granted by this Agreement.

Updated Material and Modifications. CITY shall in accordance with this Agreement and upon request of the DESIGN PROFESSIONAL provide to DESIGN PROFESSIONAL updates to or modifications of all or any specific parts of the data or information in the Licensed Materials. Any such updates or modifications provided by CITY shall be covered by and subject to each and all of the terms and conditions of this Agreement. Furthermore, upon completion or termination of this Agreement, DESIGN PROFESSIONAL, will provide to CITY in a compatible form, updated information developed during the execution of the Scope of Services provided by DESIGN PROFESSIONAL.

Data Contents. The data contained in the materials licensed by CITY to DESIGN PROFESSIONAL under this Agreement shall include that information necessary to allow DESIGN PROFESSIONAL to perform scope of services outlined in the Agreement.

Waiver. The waiver of any breach of any provision of this license shall not constitute a waiver of any subsequent breach of the same or other provisions of the Agreement.

Modifications. Any modification to the rights provided herein for licensed materials shall be in writing executed by each party.

ATTACHMENT E

Non-Construction Subcontractors Listing

Contractor shall submit Subcontractor information on this form prior to Subcontractor beginning Work. Contractor shall update this listing and keep it current for the life of the Contract.

	Company Name Contact Name and Email	Address Phone No. and Fax No.
1.	Name: Hg Consult, Inc. Email: eharrison@hgcons.com	Address: 1533 Locust St, Kansas City, MO 64108 Phone: 816-256-5153 Fax: N/A
2.	Name: Vireo, LLC Email: triveece@bevireo.com	Address: 414 Oak St Suite 101, Kansas City, MO 64106 Phone: 816-777-3038 Fax: N/A
3.	Name: Madison-West Consulting Email: info@madisonwestconsultants.com	Address: 6376 N Oregon Avenue Kansas City, MO 64151 Phone: 816-582-3130 Fax: N/A
4.	Name: MCLV Email: office@mclv.co	Address: 524 Walnut Street, Suite #230 Kansas City, MO 64106 Phone: 816-945-4119 Fax: N/A
5.	Name: PlaceIt! Email: jamestrojas@gmail.com	Address: 313 S. Cordova Street Alhambra, CA 91801 Phone: 310-498-4918 Fax: N/A

Contractor – Company Name: WSP USA, Inc
Submitted By: Josh Boehm
Title: Lead Consultant
Telephone No.: 816-702-4279
Fax No.: N/A
E-mail: joshua.boehm@wsp.com
Date: 9/13/2024



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/28/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 300 Madison Avenue, 28th Floor New York NY 10017	CONTACT NAME: AJG Sevice Team PHONE (A/C. No. Ext): 212-994-7020 FAX (A/C. No): 212-994-7074 E-MAIL ADDRESS: GGB.WSPUS.CertRequest@ajg.com														
INSURED WSPGLOB-01 WSP USA Inc. One Penn Plaza New York, NY 10119	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A : QBE Specialty Insurance Company</td> <td style="text-align: center;">11515</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : QBE Specialty Insurance Company	11515	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER F :															

COVERAGES **CERTIFICATE NUMBER: 1148365732** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			DS CB 9/19/2024			EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability CLAIMS-MADE			QPL0022630	11/1/2023	10/31/2024	Per Claim Aggregate \$1,000,000 \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 THIRTY (30) DAYS NOTICE OF CANCELLATION
 202310346 (Opp #) | Project Description: A Planning and Environmental Linkages study to develop reasonable alternatives to reconnect the Westside neighborhood to the rest of the City of Kansas City, Missouri. Project No. 89008968 Reconnecting Communities (Westside/I-35).

CERTIFICATE HOLDER City of Kansas City, Missouri City Hall, 1st Floor West 414 E. 12th Street, Kansas City MO 64106	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/28/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 300 Madison Avenue 28th Floor New York NY 10017	CONTACT NAME: AJG Service Team PHONE (A/C. No. Ext): 212-994-7020 FAX (A/C. No): E-MAIL ADDRESS: GGB.WSPUS.CertRequests@ajg.com														
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INSURER D : AXIS Surplus Insurance Company	26620														
INSURER E :															
INSURER F :															

COVERAGES

CERTIFICATE NUMBER: 47208052

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	GLO 9835819-11 <div style="border: 1px solid blue; border-radius: 50%; padding: 5px; display: inline-block;"> DS CB 9/19/2024 </div>	5/1/2024	5/1/2025	EACH OCCURRENCE \$ 3,500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 3,500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 3,500,000 GENERAL AGGREGATE \$ 7,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A D	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	AS7-621-094060-034 P-001-001008908-03	5/1/2024 5/1/2024	5/1/2025 5/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ XS COMB. SINGLE LIMIT \$ 5,000,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 250,000	Y	Y	AUC 00144386-08	5/1/2024	5/1/2025	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
A A A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	WA7-62D-094060-014 WA7-62D-095609-074 WC7-621-094060-914	5/1/2024 5/1/2024 5/1/2024	5/1/2025 5/1/2025 5/1/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 THIRTY (30) DAYS NOTICE OF CANCELLATION.
 202310346 (Opp #) | Project Description: A Planning and Environmental Linkages study to develop reasonable alternatives to reconnect the Westside neighborhood to the rest of the City of Kansas City, Missouri. Project No. 89008968 Reconnecting Communities (Westside/I-35).

 City of Kansas City, Missouri and its agencies, officials, officers, and employees are included as Additional Insured with respect to the General Liability, Automobile Liability and Umbrella Liability policies as required by written agreement, pursuant to and subject to the policy's terms, definitions, conditions and exclusions. The coverage provided by the General Liability, Automobile Liability and Umbrella Liability policies is primary and any other coverage shall be excess only, not contributing. Waiver of Subrogation applies to Additional Insured with respect to the General Liability, Automobile Liability and Umbrella Liability policies as required by written agreement, pursuant to and subject to the policy's terms, definitions, conditions and exclusions.

CERTIFICATE HOLDER

CANCELLATION

City of Kansas City, Missouri City Hall, 1st Floor West 414 E. 12th Street, Kansas City MO 64106	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p>
---	--

EMPLOYEE ELIGIBILITY VERIFICATION AFFIDAVIT

(Required for any contract with the City of Kansas City, Missouri in excess of \$5,000.00)

STATE OF Missouri)
) ss
COUNTY OF Jackson)

On this 13th day of September, 2024, before me appeared Scott M. Cogan, personally known by me or otherwise proven to be the person whose name is subscribed on this affidavit and who, being duly sworn, stated as follows:

I am of sound mind, capable of making this affidavit, and personally swear or affirm that the statements made herein are truthful to the best of my knowledge. I am the Vice President (title) of WSP USA Inc. (business entity) and I am duly authorized, directed or empowered to act with full authority on behalf of the business entity in making this affidavit.

I hereby swear or affirm that the business entity does not knowingly employ any person in connection with the contracted services who does not have the legal right or authorization under federal law to work in the United States as defined in 8 U.S.C. § 1324a(h)(3).

I hereby additionally swear or affirm that the business entity is enrolled in an electronic verification of work program operated by the United States Department of Homeland Security (E-Verify) or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986, and that the business entity will participate in said program with respect to any person hired by the business entity to perform any work in connection with the contracted services. I have attached hereto documentation sufficient to establish the business entity’s enrollment and participation in the required electronic verification of work program.

I am aware and recognize that unless certain contractual requirements are satisfied and affidavits obtained as provided in Section 285.530, RSMo, the business entity may face liability for violations committed by its subcontractors, notwithstanding the fact that the business entity may itself be compliant.

I acknowledge that I am signing this affidavit as the free act and deed of the business entity and that I am not doing so under duress.



Digitally signed by
Cogan, Scott (cogansm)
Date: 2024.09.13
09:44:56 -05'00'

Affiant's signature

Subscribed and sworn to before me this 13th day of September, 2024.



Notary Public

My Commission expires:

VALAREE DREIER
Notary Public - Notary Seal
State of Missouri
Commissioned for Jackson County
My Commission Expires: June 22, 2026
Commission Number: 22867703

THE E-VERIFY
MEMORANDUM OF UNDERSTANDING
FOR EMPLOYERS USING A WEB SERVICES E-VERIFY EMPLOYER AGENT

ARTICLE I
PURPOSE AND AUTHORITY

The parties to this agreement are the Department of Homeland Security (DHS), the WSP USA Administration Inc (Employer), and the Web Services E-Verify Employer Agent. The purpose of this agreement is to set forth terms and conditions which the Employer and the Web Services E-Verify Employer Agent will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the E-Verify Employer Agent, the Social Security Administration (SSA), and DHS.

References in this MOU to the Employer include the Web Services E-Verify Employer Agent when acting on behalf of the Employer.

For purposes of this MOU, the E-Verify browser refers to the website that provides direct access to the E-Verify system: <https://e-verify.uscis.gov/emp>. You may access E-Verify directly free of charge via the E-Verify browser.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. Section 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

ARTICLE II
RESPONSIBILITIES

A. RESPONSIBILITIES OF THE EMPLOYER

1. For purposes of this MOU, references to the Employer include the Web Services E-Verify Employer Agent when acting on behalf of the Employer.
2. By enrolling in E-Verify and signing the applicable MOU, the Employer asserts that it is a legitimate company which intends to use E-Verify for legitimate purposes only and in accordance with the laws, regulations and DHS policies and procedures relating to the use of E-Verify.
3. The Employer agrees to display the following notices supplied by DHS (through the Web Services E-Verify Employer Agent) in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:
 - A. Notice of E-Verify Participation
 - B. Notice of Right to Work
4. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.
5. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual. The Employer will obtain the E-Verify User Manual from the Web Services E-Verify Employer Agent, and will be notified by the Web Services E-Verify Employer Agent when a new version of the E-Verify User Manual becomes available.
6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:
 - A. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. 274a.2(b)(1)(B)) can be

Company ID Number:19959

Client Company ID Number:568440

If you have any questions, contact E-Verify at 1-888-464-4218.

Approved by:

Employer WSP USA Administration Inc.	
Name (Please Type or Print) Maleka Davis	Title HRIS Director
Signature Davis, Maleka (DavisM) <small>Digitally signed by Davis, Maleka (DavisM) DN: cn=Davis, Maleka (DavisM), ou=Active, email=Maleka.Davis@wsp.com Date: 2021.11.01 13:20:20 -04'00'</small>	Date 11/1/2021
E-Verify Employer Agent TALX Corporation	
Name (Please Type or Print) Jasmine Tirado	Title
Signature Electronically Signed	Date October 05, 2021
Department of Homeland Security - Verification Division	
Name Janet Clark	Title Supervisor Management & Program Ana
Signature <i>Janet Clark</i>	Date 11/04/2021

Company ID Number:19959

Client Company ID Number:568440

Information Required for the E-Verify Program	
Information relating to your Company:	
Company Name	WSP USA Administration Inc
Company Facility Address	One Penn Plaza 2nd Floor New York, NY 10119
Company Alternate Address	
County or Parish	New York
Employer Identification Number	91-0852417
North American Industry Classification Systems Code	Professional, Scientific, And Technical Services (541)
Parent Company	
Number of Employees	5,000 to 9,999
Number of Sites Verified for	0

FORM RD-C1
(12/20)

City of Kansas City, Missouri - Revenue Division
**AUTHORIZATION TO RELEASE
A REVENUE CLEARANCE LETTER**

Phone: (816) 513-1120
Fax: (816) 513-1264



I authorize the City of Kansas City, Missouri, Finance Department, Revenue Division, to release a Revenue Clearance Letter for:

Name of taxpayer: WSP USA Inc. FEIN or SSN: 11-1531569
(PRINT) Address: One Penn Plaza, New York, NY 10119

Check this box and complete this section to send the Clearance Letter to a contractor.

I authorize the City to provide a copy of the Taxpayer's Revenue Clearance Letter to the following:

NAME (PRINT) Andrew J. Lynn	BUSINESS NAME WSP USA Inc.	TITLE Vice President
ADDRESS One Penn Plaza	CITY, STATE, ZIP CODE New York, NY 10119	
PHONE NUMBER 212-465-5612	FAX NUMBER 212-465-5096	EMAIL ADDRESS andrew.lynn@wsp.com

I authorize the City to provide the Taxpayer's Revenue Clearance Letter to all City Departments to certify that the Taxpayer is in compliance with the tax ordinances administered by the Commissioner of Revenue.


Please send my first Revenue Clearance Letter to: Public Works/Carolyn Elliott/Carolyn.Elliott@kcmo.org
(Print Name of City Department / Contact Person / Email / Fax Number)

This authorization shall expire one (1) year from the date on the bottom of this form.

The City, Commissioner of Revenue and the Revenue Division personnel (hereinafter "the City"), are hereby held harmless from any and all liability relating to unauthorized disclosure of confidential tax information resulting from release of information under all applicable confidentiality laws including federal, state, or local, including any damages sustained by wrongful transmission of confidential tax information to any other person.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE EXAMINED THIS AUTHORIZATION, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, IT IS TRUE, CORRECT AND COMPLETE.

I hereby certify that I am the Taxpayer named herein or that I have the authority to execute this authorization on behalf of the Taxpayer and hold harmless agreement.

NAME (PRINT) Andrew J. Lynn	TITLE (IF APPLICABLE) Vice President	
SIGNATURE 	PHONE NUMBER 212-465-5612	DATE 9/03/2024

A FACSIMILE OF THIS DOCUMENT SHALL CONSTITUTE AN ORIGINAL

Email completed form to business.license@kcmo.org or mail to:

City of Kansas City, Missouri, Business License Office, City Hall, 1st floor, 414 E. 12th St.,
Kansas City, MO 64106

KANSAS CITY Missouri
CONTRACTOR UTILIZATION PLAN/REQUEST FOR WAIVER

Project Number 89008968 Project Title Westside Neighborhood Reconnecting Kansas City Planning Study

Prime Contractor WSP USA, Inc.

STATE OF Missouri)
) SS
COUNTY OF Jackson)

I, Scott M. Cogan, of lawful age and upon my oath state as follows:

1. This Affidavit is made for the purpose of complying with the provisions of the Disadvantaged Business Enterprise (DBE) submittal requirements on the above project and the DBE Program and is given on behalf of the Bidder/Proposer listed below. It sets out the Bidder/Proposer's commitment to utilize DBE contractors on the project.
2. The project goal for DBE Participation is 12 %. Bidder/Proposer assures that it will utilize a minimum of the following percentages of DBE participation in the above project:

BIDDER/PROPOSER DBE PARTICIPATION COMMITMENT: 25.84 %

3. The following are the DBE subcontractors whose utilization Bidder/Proposer warrants will meet or exceed the above-listed Bidder/Proposer Participation. Bidder/Proposer warrants that it will utilize the DBE subcontractors to provide the goods/services described in the applicable Letter(s) of Intent to Subcontract, (copies of which shall collectively be deemed incorporated herein). **All firms must currently be certified with the Missouri Regional Certification Committee (MRCC) under 49 CFR Part 26. List additional DBEs, if any, on an additional page and attach to this form.**

a. Name of DBE Firm Hg Consult Inc. % of Work 22.18
Address 7733 N.Wallace Ave., Kansas City, MO 64158
Telephone No. (816) 256-5153
Taxpayer ID No. 27-1675196

b. Name of DBE Firm Vireo, LLC % of Work 3.66
Address 414 Oak St., Sute 101, Kansas City, MO 64106
Telephone No. (816) 756-5690
Taxpayer ID No. 43-1714841


c. Name of DBE Firm _____ % of Work _____
Address _____
Telephone No. _____
Taxpayer ID No. _____

TOTAL DBE \$ AMOUNT ON PROJECT: \$ 335,704.22

TOTAL DBE % COMMITTED TO PROJECT: 25.84% %

4. Bidder/Proposer acknowledges that the monetary amount to be paid each listed DBE for their work, and which is approved herein, is an amount corresponding to the percentage of the total contract amount allocable to each listed DBE as calculated in the **Schedule of Participation by Contractor and Subcontractors** form. Bidder/Proposer further acknowledges that this amount may be higher than the subcontract amount listed therein as change orders and/or amendments changing the total contract amount may correspondingly increase the amount of compensation due a DBE for purposes of meeting or exceeding the Bidder/Proposer participation commitment.
5. Bidder/Proposer acknowledges that it is responsible for considering the effect that any change orders and/or amendments changing the total contract amount may have on its ability to meet or exceed the Bidder/Proposer participation. Bidder/Proposer further acknowledges that it is responsible for submitting a **Request for Modification or Substitution** form if it will be unable to meet or exceed the Bidder/Proposer participation set forth herein.
6. If Bidder/Proposer has not achieved the DBE commitment set for this Project, Bidder/Proposer hereby requests a waiver of the DBE commitment that Bidder/Proposer has failed to achieve.
7. Bidder/Proposer will present documentation of its good faith efforts, a narrative summary detailing its efforts and the reasons its efforts were unsuccessful when requested by CITY OF KANSAS CITY MISSOURI.
8. I hereby certify that I am authorized to sign this Affidavit on behalf of the Bidder/Proposer named below and who shall abide by the terms set forth herein:

Bidder/Proposer Primary Contact: Joshua Boehm
 Address: 300 Wyandotte Street, Suite 200
Kansas City, MO 64105
 Phone Number: (816) 702-4279 Facsimile number: (816) 702-4301
 E-mail Address: joshua.boehm@wsp.com

By  Digitally signed by
 Cogan, Scott (cogansm)
 Date: 2024.07.02
 09:38:56 -05'00'

(Signature)

Title Vice President

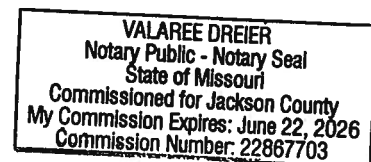
Date 07/02/2024
 (Attach corporate seal if applicable)

NOTARY:

Subscribed and sworn to before me this 3 day of July, 2024.
 My Commission Expires: 06/22/24


 Notary Public

(Seal)





LETTER OF INTENT TO SUBCONTRACT

Check one:	
Original LOI:	<input checked="" type="checkbox"/>
Updated LOI:	<input type="checkbox"/>

Project Name/Title Westside Neighborhood Reconnecting Kansas City Planning Study

Project Location/Number 89008968

PART 1: Prime Contractor WSP USA, Incorporated agrees to enter into a contractual agreement with M/W/DBE Subcontractor HgConsult, Inc who will provide the following goods/services in connection with the above-reference contract: [Insert a brief narrative describing goods/services to be provided. Broad Categorizations (e.g., "electrical," "plumbing," etc.) or the listing of NAICS Codes in which M/W/DBE Subcontractor is certified are insufficient and may result in denial of this Letter of Intent to Subcontract.] HgConsult will provide environmental and transportation planning services for the Reconnecting the Westside PEL. This includes GIS mapping and technical reports involving natural resources, hazardous/solid waste, air quality, noise, section 4(f)/6(f) impacts, the development of a Purpose and Need statement, the development and screening of reconnection alternatives, and support drafting the PEL Study report and questionnaire.

for an estimated amount of \$ 288,186.65 (or 22.18 % of the total estimated contract value.)

- M/WBE Vendor type:
- Subcontractor/manufacturer (counts as 100% of contract value towards goals)
 - Supplier (counts as 60% of the total dollar amount paid or to be paid by a prime contractor for supplies or goods towards goals)
 - Broker (counts as 10% of the total dollar amount paid or to be paid by a prime contractor for supplies or goods towards goals)

M/W/DBE Subcontractor is, to the best of Prime Contractor's knowledge, currently certified with the City of Kansas City's Civil Rights & Equal Opportunity Department to perform in the capacities indicated herein. Prime Contractor agrees to utilize M/W/DBE Subcontractor in the capacities indicated herein, and M/W/DBE Subcontractor agrees to work on the above-referenced contract in the capacities indicated herein, contingent upon award of the contract to Prime Contractor.

PART 2: This section is to be completed by the M/W/DBE subcontractor listed above. Please attach additional sheets as needed for more than one intended sub-tier contract. **IMPORTANT: Falsification of this document will result in denial and other remedies available under City Code.**

- Select one:
- The M/W/DBE Subcontractor listed above **IS NOT** subcontracting any portions of the above-stated scope of work(s). (Continue to Part 3.)
 - The M/W/DBE Subcontractor listed above **IS** subcontracting certain portions of the above stated scope of work(s) to:

(1) Company name: _____

Full address: _____

Street number and name

City, State and Zip Code

Primary contact: _____

Name

Phone

a) This subcontractor is (select one): MBE WBE DBE N/A

i: If this subcontractor is an M/W/DBE certified with the City of Kansas City, Missouri, a separate Letter of Intent must be attached to this document.

ii. If this subcontractor is NOT a certified M/W/DBE certified with the City of Kansas City, Missouri, the firm must still be listed for reporting purposes but a Letter of Intent is not required.

b) Scope of work to be performed: _____

c) The dollar value of this agreement is: _____



PART 3:

**NOTE: SIGNATURES AND NOTARIZATIONS REQUIRED FOR NEW LETTERS OF INTENT (LOI);
SIGNATURES ONLY FOR UPDATED LOI (ADDING VALUE TO EXISTING CONTRACT).**

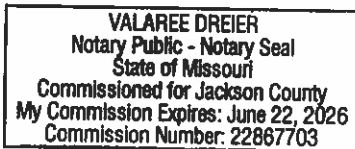
PRIME CONTRACTOR BUSINESS NAME: WSP USA, Incorporated
Digitally signed by
Cogan, Scott (cogansm)
Date: 2024.06.24
13:32:03 -0500
Scott _____
Signature: Prime Contractor
Print Name
Scott Cogan
Vice President
Date
6/24/2024
Title

State of Missouri)
County of Jackson)
I, Valaree Kriddenhoff, state that the above and foregoing is based on my best knowledge
and belief.

Subscribed and sworn to before me, a notary public, on this 24th
day of June, 2024

My Commission Expires: 06/22/26 Valaree Kriddenhoff
Notary Public

STAMP:



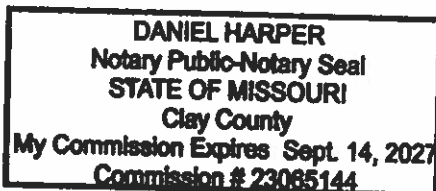
MWDBE SUBCONTRACTOR BUSINESS NAME: HgConsult, Inc.
Earl _____
Signature: Subcontractor
Print Name
Earl Harrison Jr.
President
Date
6/24/2024
Title

State of MISSOURI)
County of CLAY)
I, Earl Harrison Jr., state that the above and foregoing is based on my best knowledge
and belief.

Subscribed and sworn to before me, a notary public, on this 24th
day of JUNE, 2024

My Commission Expires: 9/14/27 Daniel Harper
Notary Public

STAMP:





LETTER OF INTENT TO SUBCONTRACT

Project Name/Title Westside Neighborhood Reconnecting Kansas City Planning Study

Project Location/Number 89008968

Check one:
Original LOI: <input checked="" type="checkbox"/>
Updated LOI: <input type="checkbox"/>

PART I: Prime Contractor WSP USA, Incorporated agrees to enter into a contractual agreement with M/W/DBE Subcontractor Vireo, LLC who will provide the following goods/services in connection with the above-reference contract: [Insert a brief narrative describing goods/services to be provided. Broad Categorizations (e.g., "electrical," "plumbing," etc.) or the listing of NAICS Codes in which M/W/DBE Subcontractor is certified are insufficient and may result in denial of this Letter of Intent to Subcontract.]

Vireo will support community and stakeholder engagement for the Reconnecting Westside PEL study. This includes support at public meetings, pop-up meetings, stakeholder or key-person interviews, and other various community engagement tasks. Vireo will also support land use planning and urban design considerations for the PEL.

for an estimated amount of \$ 47,517.57 (or 3.66 % of the total estimated contract value.)

- M/WBE Vendor type:
- Subcontractor/manufacturer (counts as 100% of contract value towards goals)
 - Supplier (counts as 60% of the total dollar amount paid or to be paid by a prime contractor for supplies or goods towards goals)
 - Broker (counts as 10% of the total dollar amount paid or to be paid by a prime contractor for supplies or goods towards goals)

M/W/DBE Subcontractor is, to the best of Prime Contractor's knowledge, currently certified with the City of Kansas City's Civil Rights & Equal Opportunity Department to perform in the capacities indicated herein. Prime Contractor agrees to utilize M/W/DBE Subcontractor in the capacities indicated herein, and M/W/DBE Subcontractor agrees to work on the above-referenced contract in the capacities indicated herein, contingent upon award of the contract to Prime Contractor.

PART 2: This section is to be completed by the M/W/DBE subcontractor listed above. Please attach additional sheets as needed for more than one intended sub-tier contract. **IMPORTANT: Falsification of this document will result in denial and other remedies available under City Code.**

- Select one:
- The M/W/DBE Subcontractor listed above **IS NOT** subcontracting any portions of the above-stated scope of work(s). (Continue to Part 3.)
 - The M/W/DBE Subcontractor listed above **IS** subcontracting certain portions of the above stated scope of work(s) to:

(1) Company name: _____

Full address: _____

Street number and name

City, State and Zip Code

Primary contact: _____

Name

Phone

a) This subcontractor is (select one): MBE WBE DBE N/A

i: If this subcontractor is an M/W/DBE certified with the City of Kansas City, Missouri, a separate Letter of Intent must be attached to this document.

ii. If this subcontractor is NOT a certified M/W/DBE certified with the City of Kansas City, Missouri, the firm must still be listed for reporting purposes but a Letter of Intent is not required.

b) Scope of work to be performed: _____

c) The dollar value of this agreement is: _____



PART 3:

**NOTE: SIGNATURES AND NOTARIZATIONS REQUIRED FOR NEW LETTERS OF INTENT (LOI);
SIGNATURES ONLY FOR UPDATED LOI (ADDING VALUE TO EXISTING CONTRACT).**

PRIME CONTRACTOR BUSINESS NAME: WSP USA, Incorporated

Scott Cogan
Signature: Prime Contractor
Vice President
Title

Originally signed by
Cogan, Scott (cogansm)
Date: 2024.06.24
13:31:24 -05'00'
Scott Cogan
Print Name
6/24/2024
Date

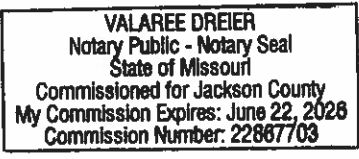
State of Missouri)
County of Jackson)

I, Valaree Dreier, state that the above and foregoing is based on my best knowledge and belief.

Subscribed and sworn to before me, a notary public, on this 21st day of June, 2024

My Commission Expires: 6/22/26 Valaree Dreier
Notary Public

STAMP:



MWDBE SUBCONTRACTOR BUSINESS NAME: Vireo, LLC

Robin Fordyce
Signature: Subcontractor
Managing Member
Title

Robin Fordyce
Print Name
6/24/2024
Date

State of Missouri)
County of Jackson)

I, Robin Fordyce, state that the above and foregoing is based on my best knowledge and belief.

Subscribed and sworn to before me, a notary public, on this 24th day of June, 2024

My Commission Expires: Jan. 3, 2026 Jessica Lee
Notary Public

STAMP:

