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M E M O R A N D U M

Date: August 5, 2022
To: Councilor Grossman and the City Council Finance Committee
From: Nicole Freedman, Director of Transportation Planning
Cc: Jonathan Yeo, Chief Operating Officer
 Barney Heath, Director of Planning and Development
 Lara Kritzer, CPA Program Manager
Subject: Follow-up Information for Docket #336-22 CPC Recommendation to appropriate \$133,002 in CPA funding

This memo provides additional information in response to the Finance Committee meeting on 8/1/22 discussing Docket Item #336-22 CPC Recommendation to appropriate \$133,002 in additional CPA funding for the Carriageway Redesign Project.

Topic 1: Top 5 Expenditures for \$133k amendment

In a memo dated 3/23/22 from HSH to Nicole, HSH requested the \$133,002 to cover the following anticipated additional expenses.

Task	Budget
Phase II: Out of Scope Work	
Ash Street Scope Change Re-Work and Additional Coordination	\$45,000
Phase II: Additional Services	
Parking Study	\$10,000
City of Newton Meetings	\$10,000
Contingency	\$50,000
Direct Expenses	
Travel	\$1,000
Additional Counts	\$7,920
MWRA Pipe Analysis	\$7,500
Social Pinpoint and Zoom webinar for 9/21 PIM	\$1,582
PROJECT TOTAL	\$133,002

Spending to date has been as follows:

- Ash St Scope Change Re-work - \$36,167.50 completed
- Parking Study - \$10,000 completed
- Meetings - NA
- Contingency - \$16,197 completed
- Directs: completed

Detail on these expenses was outlined in the March memo as follows:

To facilitate the extensive public and stakeholder outreach associated with the redesign at Ash Street, the following work was completed under the direction of the City of Newton:

- Coordination with MassDOT including several follow-up meetings after the April 2021 Comment Resolution Meeting;
- Additional traffic counts requests and technical memorandums submitted to MassDOT related to efforts to determine if a signal or HAWK could be appropriate at Ash Street;
- Traffic analysis using both Streetlight data and additional counts to re-analyze the signal warrant analysis, as well as direct expenses to pay for the additional counts;
- Development of three new concepts at Ash Street to show design alternatives to the public;
- An additional public information meeting hosted with the City of Newton in September 2021, which included creating a presentation, a prep meeting with the City Council, and summarizing comments from the public, and direct expenses for the Zoom Webinar and Social Pinpoint online comment platform;
- A partial 25% design re-submission to show a redesign of the Ash Street intersection as unsignalized, including an updated Functional Design Report, Design Justification Workbook, partial plan, and coordination and response to comments to both the City of Newton and MassDOT;
- Updates to 75% design that had been progressed west of Islington Road at the direction of the City when alignment changes were pursued to allow for additional traffic calming;
- Additional coordination following the MassDOT Design Public Hearing, including data collection efforts at the Mayor's request to time the delay of drivers taking turns out of Islington Road and a site visit with Newton key staff; and
- Additional coordination with the Massachusetts Bay Transportation Authority (MBTA) as the bus stop location selected during 25% design needed to be re-evaluated since the Ash Street signal could not be retained.
- Additional out of scope items unrelated to the Ash Street Signal include: Inclusion of a subconsultant to perform analysis of the proposed design on the Massachusetts Water Resources Authority (MWRA) pipe.
- Additional stakeholder engagement such as: A parking study to address concerns from the Commonwealth Veterinary Hospital and attendance at Public Facilities Commission and City Council meetings. The City also requested a contingency item to allow flexibility for other challenges

Topic 2: HSH Fee Increase in Contract

HSH's fee increase is justified in the contract on page 21 executed contract (page 10 of the HSH proposal) under the Terms section with the language "if the schedule is extended past 6/30/21 we will revise the budget and resubmit".