



SOLICITATION NO.: Request for Qualifications (RFQUAL) 81/2024

BUYER: Cale Turner

PHONE NO.: (573) 874-7375

E-MAIL: cale.turner@como.gov

TITLE: Engineering Services: Complete Streets Policy Review and Revisions

ISSUE DATE: May 8, 2024

RETURN QUALIFICATIONS NO LATER THAN: June 7, 2024 AT 5:00 PM CENTRAL TIME (END DATE)

VENDORS ARE ENCOURAGED TO RESPOND ELECTRONICALLY THROUGH THE CITY'S E-BIDDING WEBSITE BUT MAY RESPOND BY HARD COPY (See Mailing Instructions Below)

MAILING INSTRUCTIONS: Print or type **Solicitation Number** and **End Date** on the lower left hand corner of the envelope or package. Delivered sealed qualifications must be in the Purchasing Division office (701 E. Broadway, 5th Floor) by the return qualifications date and time.

RETURN QUALIFICATIONS TO: (U.S. Mail) **CITY OF COLUMBIA PURCHASING** or (Courier Service) **CITY OF COLUMBIA PURCHASING**
PO BOX 6015 **701 E. BROADWAY, 5th FLOOR**
COLUMBIA MO 65205 **COLUMBIA MO 65201**

ORIGINAL CONTRACT PERIOD: Date of Award through Project Completion

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

City of Columbia
Public Works Department
Columbia, Missouri

The offeror hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all requirements and specifications contained herein. The offeror further agrees that the language of this RFQUAL shall govern in the event of a conflict with their qualifications. The offeror further agrees that upon receipt of an authorized purchase order from the Purchasing Division or when a Contract/Agreement is signed and issued by an authorized official of the City of Columbia, a binding contract shall exist between the offeror and the City of Columbia.

SIGNATURE REQUIRED

VENDOR NAME	
MAILING ADDRESS	
CITY, STATE, ZIP CODE	
CONTACT PERSON	EMAIL ADDRESS
PHONE NUMBER	FAX NUMBER
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE) ___ Corporation ___ Individual ___ State/Local Government ___ Partnership ___ Sole Proprietor ___ IRS Tax-Exempt	
AUTHORIZED SIGNATURE	DATE
PRINTED NAME	TITLE

RFQUAL 81/2024: ENGINEERING SERVICES: COMPLETE STREETS POLICY REVIEW AND
REVISIONS

1. INTRODUCTION AND GENERAL REQUIREMENTS

INTRODUCTION AND PROJECT BACKGROUND:

This document constitutes a request for competitive, sealed qualifications for the provision of engineering services for complete streets policy review and revisions for the City of Columbia, Public Works Department (hereinafter referred to as City) as set forth herein.

This work is being completed through a Safe Streets for All grant through the U.S. Department of Transportation requiring that the work be completed by April 15, 2027.

ORGANIZATION:

This document, referred to as Request for Qualifications (RFQUAL), is divided into the following parts:

- 1) Introduction and General Information
- 2) Scope of Services
- 3) Qualifications Submission Information
- 4) Selection Criteria
- 5) Exhibits A – F
- 6) Attachment 1 – Complete Street Policy

TERMINOLOGY/DEFINITIONS:

Whenever the following words and expressions appear in a RFQUAL document or any addendum thereto, the definition or meaning described below shall apply.

- Addendum/Amendment means a written, official modification to an RFQUAL.
- Attachment applies to all forms which are included with an RFQUAL to incorporate any informational data or requirements related to the performance requirements and/or specifications.
- Qualifications end date and time and similar expressions mean the exact deadline required by the RFQUAL for the receipt of sealed qualifications.
- Offeror means the supplier, vendor, person, or organization that responds to an RFQUAL by submitting a qualifications with prices to provide the equipment, supplies, and/or services as required in the RFQUAL document.
- Buyer means the procurement staff member of the Purchasing Division. The contact person as referenced herein is usually the buyer.
- Contract means a legal and binding agreement between two or more competent parties, for a consideration for the procurement of equipment, supplies, and/or services.
- Contractor means a supplier, offeror, person, or organization who is a successful offeror as a result of an RFQUAL and who enters into a contract.
- Exhibit applies to forms, which are included with an RFQUAL for the offeror to complete and submit with the sealed qualifications prior to the specified end date and time.
- Request for Qualifications (RFQUAL) means the solicitation document issued by the Purchasing Division to potential offerors for the purchase of equipment, supplies, and/or services as described in the document. The definition includes all exhibits, attachments, and addendums thereto.
- May means that a certain feature, component, or action is permissible, but not required.
- Must means that a certain feature, component, or action is a mandatory condition.

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- Shall have the same meaning, as the word must.
- Should means that a certain feature, component and/or action are desirable but not mandatory.

SCHEDULE OF ACTIVITIES:

DATE	ACTIVITY
May 20, 2024	Close of written <i>Requests for Additional Information</i>
May 22, 2024	Written responses to <i>Requests for Additional Information</i> sent to all
June 7, 2024	Request for Qualifications is due at 5:00 p.m. CST
July 2024	Contract Start Date
*The above dates are target dates and are subject to change by the City of Columbia.	

QUALIFICATIONS SUBMISSION:

Qualifications may be submitted in a sealed envelope at the purchasing office **or** uploaded electronically on the City's E-bidding website. No fax or e-mail qualifications will be accepted. Sealed qualifications must be delivered to the Finance Department, Purchasing Division, 701 E. Broadway, 5th Floor, Columbia, MO 65201 by the closing date and time. Qualifications received after the appointed time will be determined non-responsive and will not be opened. The qualifications must be in sealed envelopes and marked in bold letters "**RFQUAL 81/2024: ENGINEERING SERVICES: COMPLETE STREETS POLICY REVIEW AND REVISIONS.**"

QUESTIONS/CLARIFICATIONS OF THE REQUEST FOR QUALIFICATIONS:

All questions concerning the solicitation and specifications shall be submitted in writing via e-mail or fax to the name below. You are encouraged to submit your questions via e-mail.

Cale Turner, Purchasing Agent
Phone: (573) 874-7375
E-mail: cale.turner@como.gov

Any oral responses to any question shall be unofficial and not binding on the City of Columbia. An Addendum to this RFQUAL providing the City of Columbia's official response will be issued if necessary to all known prospective offerors. Questions must be submitted no later than 5:00 p.m. on May 20, 2024.

This written *Request for Additional Information* will take place of the normal Pre-Qualifications Conference.

VALIDITY OF QUALIFICATIONS:

Offerors agree that qualifications submitted will remain firm for a period of ninety (90) calendar days after the date specified for the return of qualifications.

REJECTION OF QUALIFICATIONS:

The City of Columbia reserves the right to reject any or all qualifications received in response to this RFQUAL, or to cancel the RFQUAL if it is in the best interest of the City of Columbia to do so. Failure to

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furnish all information requested in this RFQUAL may disqualify the qualifications. Any exceptions to the requirements specified must be identified in the qualifications.

WITHDRAWAL OF QUALIFICATIONS:

Any offeror may withdraw their qualifications at any time prior to the scheduled closing time for the receipt of qualifications. However, no qualifications will be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for the receipt of qualifications.

ALTERATION OF SOLICITATION:

The wording of the City of Columbia's solicitation may not be changed or altered in any manner. Offerors taking exception to any clause in whole or in part should do so by listing said exceptions on their letterhead and submitting them with their qualifications; such exceptions will be evaluated and accepted or rejected by the City of Columbia, whose decision will be final.

RESPONSE MATERIAL OWNERSHIP:

All material submitted regarding this RFQUAL becomes the property of The City of Columbia. Any person may review qualifications after the Agreement has been issued, subject to the terms of this solicitation.

INCURRING COSTS:

The City of Columbia shall not be obligated or be liable for any cost incurred by offerors prior to issuance of an Agreement. All costs to prepare and submit a response to this solicitation shall be borne by the offeror.

COLLUSION CLAUSE:

Any agreement or collusion among offerors and prospective offerors to illegally restrain freedom of competition by agreement to fix prices, or otherwise, will render the qualifications of such offerors void.

CONTRACT DOCUMENTS:

The final agreement between the City of Columbia and the offeror will include by reference:

- Offeror's Response to the RFQUAL
- The City Issued RFQUAL with any addendums

Any changes, additions or modifications hereto will be in writing and signed by the City Manager. No other individual is authorized to modify the agreement in any manner.

FUNDS:

Financial obligations of the City of Columbia payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available. In the event funds are not appropriated, any resulting Contract will become null and void, without penalty to the City of Columbia.

MISSOURI LICENSURE AND CERTIFICATE OF AUTHORITY:

Offeror certifies that it is currently in compliance, and agrees to maintain compliance for the duration of the agreement/contract, with all licensure requirements of the Missouri Board for Architects, Professional

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Engineers, Professional Land Surveyors and Professional Landscape Architects (hereinafter referred as APEPLSPLA) to practice in Missouri as a professional engineer as provided under Chapter 327 of the Missouri Revised Statutes. To the extent required by Section 327.401 of the Missouri Revised Statutes, offeror understands and agrees that the person personally in charge and supervising the professional engineering services of offeror under the agreement/contract shall be licensed and authorized to practice engineering in Missouri, and the offeror will keep and maintain a valid certificate of authority from APEPLSPLA.

2. SCOPE OF SERVICES REQUIRED/DESCRIPTION OF PROJECT

The contractor should follow the approximate schedule listed below:

- Kickoff meeting/gather information – **Fall 2024**
- Complete research of complete street policies/draft concept elements for policy – **Fall 2024**
- Hold public engagement meetings - **Winter/Spring 2024/2025**
- Draft complete street policy revisions and City ordinance revisions - **Summer/Fall 2025**
- Present revised policy and ordinance to City Planning and Zoning Commission - **Winter 2025/2026**
- Present revised policy and ordinance to City Council at work session – **Winter 2025/2026**
- Finalize policy and ordinance revisions. Attended City Council meeting to present final draft - **Spring 2026**

The contractor shall provide engineering expertise/services to complete a comprehensive review of the City's complete street policy (adopted in 2004); and draft revisions to the policy and to the City development ordinances.

The revisions shall consider all modes of transportation and shall comply with policy resolution 212-23, which expresses support for adoption of a livable streets policy.

The ordinance revisions shall incorporate curvilinear design and connectivity requirements.

The contractor shall provide public engagement with the community, the City's applicable Boards and Commissions, and the City Council members in order to incorporate a variety of viewpoints and voices to addresses the vision of the City as a whole. This vision shall be incorporated into the policy and ordinance revisions.

3. QUALIFICATIONS SUBMISSION INFORMATION

SUBMISSION OF QUALIFICATIONS:

On-line Qualifications - If a registered offeror is responding electronically through the City of Columbia Bidding System website, the registered offeror should submit completed exhibits, forms, and other information concerning the qualifications as an attachment to the electronic qualifications. The registered offeror is instructed to review the RFQUAL submission provisions carefully to ensure they are providing all required information.

The exhibits and forms provided herein can be saved into a word processing document, completed by a registered offeror, and then sent as an attachment to the electronic submission. Other information requested or required may be sent as an attachment. Be sure to include the solicitation/bid number, company name, and a contact name on any electronic attachments.

In addition, a registered offeror may submit the exhibits, forms, etc., through mail or courier service. However, any such submission must be received prior to the specified end date and time.

If a registered offeror submits an electronic and hard copy qualifications response and if such responses are not identical, the offeror should explain which response is valid. In the absence of an explanation, the City of Columbia shall consider the response which serves its best interest.

Hard Copy Qualifications - If the offeror is submitting qualifications via the mail or a courier service or is hand delivering the qualifications, the offeror should include completed exhibits, forms, and other information concerning the qualifications. The offeror is instructed to review the RFQUAL submission provisions carefully to ensure they are providing all required information.

Recycled Products - The City of Columbia recognizes the limited nature of our resources and the leadership role of government agencies in regard to the environment. Accordingly, the offeror is requested to print the qualifications double-sided using recycled paper, if possible, and minimize or eliminate the use of non-recyclable materials such as plastic report covers, plastic dividers, vinyl sleeves, and binding. Lengthy qualifications may be submitted in a notebook or binder.

The offeror should include three (3) additional copies along with their original qualifications. The front cover of the original qualifications should be labeled "original" and the front cover of all copies should be labeled "copy". In case of a discrepancy between the original qualifications and the copies, the original qualifications shall govern.

Open Records - Pursuant to section 610.021, RSMo, the offeror's qualifications shall be considered an open record after a contract is executed or all qualifications are rejected. At that time, all qualifications are scanned into the Purchasing Division imaging system.

The scanned information will be available upon request from the Purchasing Division. Therefore, the offeror is advised not to include any information in the qualifications that the offeror does not want to be viewed by the public, including personal identifying information such as social security numbers.

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In preparing qualifications, the offeror should be mindful of document preparation efforts for scanning purposes and storage capacity that will be required to image the qualifications and should limit qualifications content to items that provide substance, quality of content, and clarity of information.

To facilitate the evaluation process, the offeror is encouraged to organize their qualifications into sections that correspond with the individual evaluation categories described herein. The offeror is cautioned that it is the offeror's sole responsibility to submit information related to the evaluation categories and that the City of Columbia is under no obligation to solicit such information if it is not included with the qualifications. The offeror's failure to submit such information may cause an adverse impact on the evaluation of the qualifications.

The qualifications should be page numbered.

The signed page one from the original RFQUAL and all signed addendums should be placed at the beginning of the qualifications.

Each section should be titled with each individual evaluation category and all material related to that category should be included therein.

Questions Regarding the RFQUAL – Except as may be otherwise stated herein, the offeror and the offeror's agents (including subcontractors, employees, consultants, or anyone else acting on their behalf) must direct all of their questions or comments regarding the RFQUAL, the solicitation process, the evaluation, etc., to the buyer of record indicated on the first page of this RFQUAL. Inappropriate contacts to other personnel are grounds for suspension and/or exclusion from specific procurements. Offerors and their agents who have questions regarding this matter should contact the buyer.

The buyer may be contacted via e-mail or phone as shown on the first page.

Only those questions which necessitate a change to the RFQUAL will be addressed via an addendum to the RFQUAL. Offerors are advised that any questions received less than ten (10) calendar days prior to the RFQUAL opening date may not be addressed.

Joint Venture or Co-Counsel Response – If the qualifications is being submitted in conjunction with another entity or law firm (similar to a joint response, joint venture, or co-counsel), there can be only one (1) response submitted in response to the RFQUAL by the entities/firms involved. Therefore, only one (1) entity/firm must be designated as lead and must be designated as the official offeror for purposes of submitting the qualifications. Such lead offeror and contractor, if awarded the contract, must be the only party officially signing and submitting the qualifications as well as serving as the official signatory for the joint venture or co-counsel.

MINIMUM REQUIRED SUBMITTALS:

- A brief description of the firm (Exhibit A)
- The qualifications and background of the firm (Exhibit A)
- A summary of any arrangements that will be made with any other firm for assistance on the work (Exhibit D)

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- A list of key personnel to be involved in the work (Exhibit C)
- A list of similar work performed for other municipalities or agencies, including a description of work and the name of the municipality or agency, and the action taken as a result of the work. A list of references should be included. (Exhibit B)
- Discussion explaining why the firm believes the City of Columbia would benefit from selecting the firm to do the work. (Exhibit D)
- A description of the approach the firm will take to complete the work, including an estimate of the total time needed for the firm to complete the work. (Exhibit D)

MISCELLANEOUS SUBMITTAL INFORMATION:

Affidavit of Work Authorization and Documentation - Pursuant to section 285.530, RSMo, if the offeror meets the section 285.525, RSMo, definition of a “business entity” (<http://www.moga.mo.gov/statutes/C200-299/2850000525.HTM>), the offeror must affirm the offeror’s enrollment and participation in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services requested herein. The offeror should complete Exhibit E, Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization. Exhibit E must be submitted prior to an award of a contract.

The offeror should complete and submit Exhibit F, Miscellaneous Information.

Business Compliance - The offeror must be in compliance with the laws regarding conducting business in the City of Columbia. The offeror certifies by signing the signature page of this original document and any addendum signature page(s) that the offeror and any proposed subcontractors either are presently in compliance with such laws or shall be in compliance with such laws prior to any resulting contract award. The offeror shall provide documentation of compliance upon request by the Purchasing Division. The compliance to conduct business in the state shall include, but not necessarily be limited to:

Registration of business name (if applicable) with the Secretary of State at <http://sos.mo.gov/business/startBusiness.asp>

Certificate of authority to transact business/certificate of good standing (if applicable)

Taxes (e.g., city/county/state/federal)

State and local certifications (e.g., professions/occupations/activities)

Licenses and permits (e.g., city/county license, sales permits)

Insurance (e.g., worker’s compensation/unemployment compensation)

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4. SELECTION CRITERIA

CRITERIA:

After determining that a qualification satisfies the mandatory requirements stated in the RFQUAL, the evaluator(s) shall use both objective analysis and subjective judgment in conducting a comparative assessment of the qualifications in accordance with the criteria stated below.

- Evaluation of proposals/interview
- Proven background and experience in the work required
- Reputation of the firm with respect to design and construction of major public park improvement projects.
- References provided
- Ability to complete the work in the time required
- Specific background and experience of the key people who will be involved in providing these services.

EVALUATION PROCESS:

After receipt of the qualifications, a review committee appointed by the City Manager at least two members of which are licensed professional engineers or architects shall evaluate the qualifications and select as a general rule, not less than three firms for interview.

After interviews are conducted, the review committee shall select a firm for negotiation of terms of an agreement/contract. The services in the agreement/contract shall substantially conform to those described in the RFQUAL. Modifications may be made to accommodate budget limitations or to address related issues not considered in the original scope of work.

COMPETITIVE NEGOTIATION OF QUALIFICATIONS:

The offeror is advised that under the provisions of this Request for Qualifications, the Purchasing Division reserves the right to conduct negotiations of the qualifications received or to award a contract without negotiations. If such negotiations are conducted, the following conditions shall apply:

Negotiations may be conducted in person, in writing, or by telephone.

Negotiations will only be conducted with potentially acceptable offeror. The Purchasing Division reserves the right to limit negotiations to those qualifications which received the highest rankings during the initial evaluation phase. All offerors involved in the negotiation process will be invited to submit a best and final offer if necessary.

Terms, conditions, methodology, or other features of the offeror's qualifications may be subject to negotiation and subsequent revision. As part of the negotiations, the offeror may be required to submit supporting financial and other data in order to allow a detailed evaluation of the feasibility, reasonableness, and acceptability of the qualifications.

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The mandatory requirements of the Request for Qualifications shall not be negotiable and shall remain unchanged unless the Purchasing Division determines that a change in such requirements is in the best interest of the City of Columbia.

AGREEMENT/CONTRACT:

When agreement on a detailed scope of services and fee schedule is reached, a formal agreement/contract will be prepared and submitted to City Council for approval. If an agreement/contract cannot be reached, the City will terminate negotiations and select an alternate firm for negotiations.

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EXHIBIT A

OFFEROR INFORMATION

The offeror should provide the following information about the offeror's organization:
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Provide a brief company history, including the founding date and number of years in business as currently constituted.

Describe the nature of the vendor's business, type of services performed, etc. Identify the vendor's website address, if any.

Provide a list of and a short summary of information regarding the vendor's current contracts/clients.

List, identify, and provide reasons for each contract/client gained and lost in the past two (2) years.

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EXHIBIT B

CURRENT/PRIOR EXPERIENCE

The offeror should copy and complete this form documenting the offeror and any subcontractor's current/prior experience considered relevant to the services required herein. In addition, the offeror is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Offeror Name or Subcontractor Name: _____ (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For :)	
Name of Reference Company/Client:	
Address of Reference Company/Client:	
Reference Contact Person Name, Phone #, and E-mail Address:	
Title/Name of Service/Contract	
Dates of Project Initiation and Project Completion:	
If service/contract has terminated, specify reason:	
Description of Services Performed, such as: <ul style="list-style-type: none">✓ What the offeror did✓ How the offeror did it✓ Results✓ Additional Detail	
Personnel Assigned to Service/Contract (include all key personnel and identify role):	

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EXHIBIT C

EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed)

Title of Position: _____	
Name of Person:	
Educational Degree (s): include college or university, major, and dates	
License(s)/Certification(s), #(s), expiration date(s), if applicable:	
Specialized Training Completed.	
# of years' experience in area of service proposed to provide:	
Describe person's relationship to offeror. If employee, # of years. If subcontractor, describe other/past working relationships	
Describe this person's responsibilities over the past 12 months.	
Previous employer(s), positions, and Dates	

Staffing Methodology

Describe the person's planned duties/role proposed herein:	
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EXHIBIT D

WORK TO BE PERFORMED

The offeror should use this Exhibit, or any format desired, to present a written plan for performing the requirements specified in this Request for Qualifications.

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EXHIBIT E

NOTICE TO OFFERORS

Sections 285.525 To 285.550 RSMo.

Pursuant to section 285.530 (1) RSMo., No business entity or employer shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri.

As a condition for the award of any contract or grant in excess of five thousand dollars by the state or by any political subdivision of the state to a business entity, or for any business entity receiving a state-administered or subsidized tax credit, tax abatement, or loan from the state, the business entity shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Every such business entity shall sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. {RSMo 285.530 (2)}

An Employer may enroll and participate in a federal work authorization program and shall verify the employment eligibility of every employee in the employer's hire whose employment commences after the employer enrolls in a federal work authorization program. **The E-verify system issues a Memorandum of Understanding once enrollment is complete; the City of Columbia requires a copy of this document be attached to the Work Authorization Affidavit.** The employer shall retain a copy of the dated verification report received from the federal government. Any business entity that participates in such program shall have an affirmative defense that such business entity has not violated subsection 1 of this section. {RSMo 285.530 (4)}

For offerors that are not already enrolled and participating in a federal work authorization program, E-Verify is an example of this type of program. Information regarding E-Verify is available at:
<http://www.dhs.gov/e-verify>

EXHIBIT E, Continued
CITY OF COLUMBIA, MISSOURI
WORK AUTHORIZATION AFFIDAVIT
PURSUANT TO 285.530 RSMo
(FOR ALL BIDS IN EXCESS OF \$5,000.00)

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EXHIBIT F

MISCELLANEOUS INFORMATION

Employee/Conflict of Interest:

Offerors who are elected or appointed officials or employees of the City of Columbia or any political subdivision thereof, serving in an executive or administrative capacity, must comply with sections 105.450 to 105.458, RSMo, regarding conflict of interest. If the offeror or any owner of the offeror's organization is currently an elected or appointed official or an employee of the City of Columbia or any political subdivision thereof, please provide the following information:	
Name and title of elected or appointed official or employee of the City of Columbia or any political subdivision thereof:	
If employee of the City of Columbia or political subdivision thereof, provide name of City or political subdivision where employed:	
Percentage of ownership interest in offeror's organization held by elected or appointed official or employee of the City of Columbia or political subdivision thereof:	_____ %

Registration of Business Name (if applicable) with the Missouri Secretary of State

The offeror should indicate the offeror's charter number and company name with the Missouri Secretary of State. Additionally, the offeror should provide proof of the offeror's good standing status with the Missouri Secretary of State. If the offeror is exempt from registering with the Missouri Secretary of State pursuant to section 351.572, RSMo., identify the specific section of 351.572 RSMo., which supports the exemption.

<i>Charter Number (if applicable)</i>	<i>Company Name</i>
If exempt from registering with the Missouri Secretary of State pursuant to section 351.572 RSMo., identify the section of 351.572 to support the exemption:	

018097

Permanent Record
Filed in Clerk's Office

Introduced by Hindman
First Reading 4-5-04 Second Reading 4-19-04
Third Reading 5-3-04 Fourth Reading 6-7-04
Ordinance No. 018097 Council Bill No. B 92-04 A

AN ORDINANCE

amending Chapter 25 of the City Code relating to subdivisions; adopting design standards for streets, sidewalks and bikeways; and fixing the time when this ordinance shall become effective.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. Chapter 25 of the Code of Ordinances of the City of Columbia, Missouri, is hereby amended as follows:

Material to be deleted in ~~strikeout~~; material to be added underlined.

Sec. 25-3. Definitions; rules of construction.

For the purposes of this chapter, the following words, phrases, terms and their derivations shall have the meaning given herein and if not defined herein, shall have the definition as set forth in the zoning ordinance of the city.

. . .

Owner. Any person or other entity having legal title to or a sufficient proprietary interest to legally effectuate transfer of the property sought to be subdivided. Proprietary interest shall include but not be limited to estate administration, trusteeship, guardianship, and actions under a valid power of attorney. Proprietary interest shall not include an agency or a bare employment relation.

Pedway. A path that is physically separated from the roadway and intended for shared use by pedestrians, joggers, skaters and bicyclists.

. . .

Private drive. A nondedicated entrance to a lot, or an interior circulation driveway within a lot, not itself a public right-of-way.

Private Street. A thoroughfare designed to provide vehicular access to two or more lots or parcels which is not dedicated for public use.

. . .

Sec. 25-35. Conformance with applicable laws, rules and regulations.

The subdivider shall adhere to design standards as established in these regulations. In addition, all subdivisions shall comply with the following laws, rules and regulations:

. . .

- (4) *City of Columbia regulations.* The standards and regulations promulgated by the city including street and storm sewer specifications and design standards; the sanitary sewer specifications, the specification for water main construction, extensions and alterations; design standards for streets, sidewalks and bikeways; and specifications for all other public improvements and utilities which are hereafter promulgated by the city. The director of public works and the director of the water and light department are hereby authorized to promulgate and establish design standards and specifications for the construction of public improvements and utilities in subdivisions in the city, which shall ensure a high quality construction of such public improvements and utilities such that these public improvements and utilities will serve the public need and be suitable for acceptance and maintenance by the city. The design standards and specifications shall be in substantial conformance with design standards and specifications for construction of similar public improvements and utilities by the city. All promulgated design standards and specifications shall be on file in the office of the city clerk.

. . .

Sec. 25-42. Street improvements generally.

Streets and curbs and gutters shall be improved to comply with the standards contained herein, and in the city street and storm sewer specifications and design standards, and all design standards and specifications now or hereafter promulgated by the director of public works or adopted by the council, in accordance with the final construction plans required to be approved prior to final plat approval.

(2) *Arrangement.* All streets shall be located properly with respect to extending existing and platted streets, to traffic generators, to population densities, and to the pattern of existing and proposed land uses.

- a. Local streets shall be designed to provide convenient and safe access to all properties and to permit efficient drainage and utility systems. The use of through streets shall be encouraged to connect adjoining areas and to facilitate the delivery of public and emergency services; however, straight streets more than eight hundred (800) feet long shall be avoided to discourage speeding. Individual local residential street segments should serve no more than fifty (50) dwelling units without additional street connections. Local streets with connections to arterial and collector streets shall be designed to avoid cut-through traffic. Curvilinear streets are encouraged to minimize speeding and the amount of grading. Cul-de-sacs and loop (U-shaped) streets should be short in length, less prevalent than through streets, and may be especially appropriate to avoid steep slopes, major creeks, floodplains, wetlands and other sensitive environmental areas. A street connectivity index (consisting of the number of intersections divided by the combined number of intersections and cul-de-sacs) shall be calculated for proposed new subdivisions.

Sec. 25-43. Street widths.

The right-of-way width required to be dedicated and the pavement width required to be constructed for streets, according to street classification, shall be:

<i>Type of Street</i>	<i>Minimum Feet Right-of-Way</i>	<i>Pavement Width (back to back of curb)</i>	
		<i>Maximum (Feet)</i>	<i>Minimum (Feet)</i>
Freeway	Variable	96*	48*
Expressway	Variable	72*	48*
Arterial, urban <u>major**</u>	80-106 <u>110</u>	68	49 <u>60</u>
Arterial, rural <u>minor**</u>	80-106 <u>84-100</u>	68 <u>52</u>	24* <u>40</u>
Collectors, <u>major**</u>	<u>66-76</u>	<u>44</u>	<u>38</u> <u>32</u>

<u>Collectors, neighborhood**</u>	<u>60</u>	<u>34</u>	<u>30</u>
Local, nonresidential, central traffic zone	70 <u>66</u>		44
Local, nonresidential, all other**	<u>60-66</u>	<u>38</u>	<u>38 30</u>
Local, residential**	<u>40-50</u>	<u>32</u>	<u>20-32</u>
Cul-de-sacs, residential (stem portion)**	<u>44-50</u>	<u>32</u>	<u>24-28</u>
<u>Alleys</u>	<u>18</u>		<u>16</u>
Estate lanes	50		28
Frontage roads	30		20

*In addition to road pavement, two (2) paved, ten-foot shoulders are required.

**See Appendix A - "Design Standards for Streets, Sidewalks and Bikeways," which is filed in the office of planning and development and in the office of the city clerk, for additional standards and criteria for the application of these requirements.

- (1) Proposed subdivisions that include existing street rights-of-way narrower than required herein shall provide for dedication of appropriate additional width along one (1) or both sides of the street. Proposed subdivisions abutting only one (1) side of such streets shall provide for dedication of additional width to constitute one-half of the right-of-way required.
- ~~(2) In commercial areas where heavy vehicular traffic will be produced, the commission may require dedication of additional street right-of-way width and construction of additional pavement to serve as access to the intended commercial area and to ensure the free flow of through traffic on the street involved. This requirement shall be at the expense of the subdivider and shall be so indicated on the preliminary plat prior to its endorsement by the commission.~~
- (32) In low density, single-family residential subdivisions, the width of local residential streets may be reduced from thirty-two (32) feet to twenty-eight (28) feet (estate lanes) if the subdivision complies with all of the following criteria:

.. .

Sec. 25-47. Terminal streets.

(a) Permanent terminal streets shall not be longer than seven hundred fifty (750) feet, measured from the center of any cul-de-sac to the right-of-way line of the nearest through street from which it derives.

(b) Terminal streets shall also have a turnaround at the closed end with an outside roadway diameter of at least seventy-six (76) feet and right-of-way diameter of at least ninety-four (94) feet.

(c) Residential alleys shall ~~not be permitted in single-family~~ all residential areas.

(d) Nonresidential alleys shall be provided in commercial and industrial districts when off-street loading and parking are not otherwise provided.

(1) The right-of-way width of an alley shall be twenty (20) feet and the pavement width shall be sixteen (16) feet.

(2) When alleys intersect, the intersection right-of-way lines shall be rounded by a curve with a radius of five (5) feet in length.

. . . .

Sec. 25-48.1. Sidewalks generally (plats approved after January 1, 2001).

(a) Sidewalks shall be constructed within all pedestrian easements and on both sides of all internal streets and on the abutting side of any adjacent street unless otherwise specified in this chapter. ~~Sidewalks shall be a minimum of five (5) feet in width or they may be four (4) feet in width when located along a local residential street that does not adjoin an existing or proposed park, school, church or other high pedestrian traffic generating use.~~ A sidewalk shall not be required along a residential access street which is less than two hundred-fifty (250) feet in length and terminates in a cul-de-sac. Sidewalks shall be a minimum of five (5) feet in width along all other streets.

. . . .

Sec. 25-52. ~~Reserved~~ Bike lanes and pedways.

Bicycle lanes and pedways shall be designed and constructed in accordance with Appendix A - "Design Standards for Streets, Sidewalks and Bikeways" and all applicable design standards and specifications now or hereafter promulgated by the director of public works or adopted by the council.

. . . .

Sec. 25-55. Drainage and storm sewers.

(a) *Flood-prone areas.* Any portion of land being subdivided which is located within the limits of maximum flooding of the 100-year flood, as determined by December 1, 1981, flood insurance rate maps and amendments thereto on file with the director of public works, shall be developed so as not to endanger the health, safety and general welfare of the inhabitants thereof, and in compliance with the provisions of the zoning ordinance related thereto.

(b) *Storm sewers.* Storm sewers with curbs and gutters shall be provided for lots; however, open channels may be allowed where deemed appropriate and when design features, such as vegetated swales and check dams, are used to reduce runoff velocity and allow infiltration. Sidewalks and pedways shall not be located between the street and open channel. Improvements ~~and~~ shall conform to standards contained in the city street and storm sewer specifications and design standards, and the city storm drainage standards, and all applicable design standards and specifications now or hereafter promulgated by the director of public works or adopted by the council.

(c) *Driveways across drainage features.* Driveways that cross drainageways or ditches to connect to public streets shall be constructed in a manner and method approved by the director of public works consistent with the public health, safety and welfare.

(d) *Streets crossing streams.* Streets that cross streams shall be designed and constructed in a manner that minimizes the disruption to the stream channel and buffer zone. Streams should be crossed only when necessary to connect the street network.

Sec. 25-56. Utilities.

Utilities, including but not limited to water, sewer, natural gas, electric and telephone lines, and fire hydrants, shall be provided to lots in accordance with standards and specifications governing the construction and installation of such utilities which have been or are hereafter adopted by the council or promulgated by the city departments or utility companies responsible therefor. Easements for public and private utilities shall be provided adjacent to all street right-of-way and in other locations in accordance with facility requirements and design standards. To the maximum extent feasible, utilities shall be located in designated easements and not in street right-of-way.


SECTION 2. The City Council hereby adopts "Appendix A, Design Standards for Streets, Sidewalks and Bikeways" a copy of which is attached to and made a part of this ordinance. A copy of Appendix A shall be on file in the office of planning and development and in the office of the city clerk.

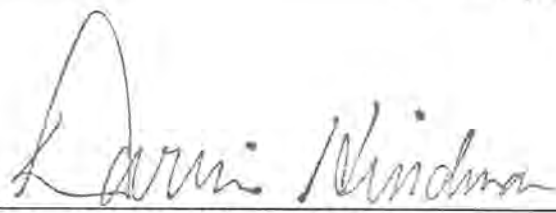
SECTION 3. Preliminary plats filed with the department of planning and development within two months following passage of this ordinance may follow either the street standards adopted by this ordinance or the street standards in effect immediately before passage of this ordinance.

SECTION 4. This ordinance shall be in full force and effect from and after its passage.


PASSED this 7th day of June, 2004.

ATTEST:


City Clerk


Mayor and Presiding Officer

APPROVED AS TO FORM:


City Counselor

APPENDIX A

Design Standards for Streets, Sidewalks and Bikeways – 6/07/04

Purpose and Intent

The 2025 Transportation Plan established a functional classification system consisting of Major Arterials, Minor Arterials, Major Collectors and Neighborhood Collectors. In developing new design standards, it was determined that local residential and local non-residential streets should also be included. This provides for an integrated street system.

A roadway system must balance the conflicting goals of traffic movement and access to land. Arterials are primarily for the movement of through traffic; collectors provide equal attention to land access and through traffic; and local streets provide access to individual parcels of land at the expense of through traffic. Selecting the proper roadway design for each functional classification is vital to development of a system of roadways which provides the needed connectivity between all areas of the city as well as the capacity to handle future traffic volume.

Design elements encompassing right of way width, pavement width, number of travel lanes, bike lane width, use of curb and gutter, sidewalk and pedway width, parking, driveways, buffer strip width, and utility easements must be appropriately selected to provide the function, character, traffic volume and speed desired.

Major streets serve a development pattern that ranges from low density residential to intensely developed commercial centers and corridors. To meet such varied conditions and address neighborhood livability factors requires an array of design approaches. A “one standard fits all” is not consistent with traffic needs or the wide variety of situations encountered.

In several of the street types, an alternative design will be considered or may be required when conditions specified in the standards are found to exist. This language was drafted specifically to allow a design appropriate for the land use and traffic conditions being created by a proposed development. The alternative design may be requested by the developer or recommended by city staff or the Planning and Zoning Commission. Criteria are included to provide guidance in selecting the proper street design to match the expected conditions. If the alternative design exceeds the standard design for a particular street type, it shall be presumed to satisfy these requirements. In all other cases, the final decision shall rest with the City Council.

Application of Design Standards

The design standards are intended to result in a more predictable and acceptable outcome for street improvements. Due to the wide range of circumstances, however, the standards need to be applied with a certain amount of flexibility. Street construction activity consists of building completely new streets as well as making minor improvements to existing streets. Many existing streets will not be changed at all in the next several years while others will be candidates for additional lanes, intersection reconfiguration, or major reconstruction. Unlike new streets, existing streets have physical constraints to being retrofitted to meet new standards due to a narrow right of way or the proximity of buildings, utilities or mature trees. Additionally, adjacent property owners often voice concern about more traffic, speeding, noise, storm water runoff, and other issues.

To deal with the application issue, two categories of improvements have been developed. Major projects consist of significant improvements to the street system and the design standards are to be interpreted as requirements. In situations where it is not feasible, practical or desirable for a proposed street improvement to meet the required standards, a design exception may be considered and approved by the City Council as part of the public hearing process. Major projects include:

- Construction of a new street
- Major reconstruction of an existing street (e.g. upgrade to city standards)
- Major widening of an existing street (e.g. addition of one or more lanes)

For minor improvements the design standards are regarded as a guideline rather than an absolute requirement. In such cases, if the standards are not attainable a design exception will not be required. Minor projects include:

- Resurfacing or partial reconstruction of the pavement
- Installation of traffic calming devices
- Intersection improvements (e.g. traffic signals, turn lanes, etc.)
- Reconstruction resulting in incidental widening
- Installing bike lanes or sidewalks on existing streets

Major projects typically entail significant citizen input in evaluating location and design alternatives. Meetings are held with interested parties such as property owners and residents followed by public hearings by the City Council. Citizen input on Minor projects varies. Resurfacing usually involves public notice but little citizen involvement whereas traffic calming measures can entail extensive citizen participation in the location and design process.

In regards to private development, the proposed standards would normally only apply to undeveloped land that is being platted for the first time. The standards could, however, apply to a previously developed area under two circumstances: 1) the area is being replatted to create a different street and lot layout for redevelopment and the construction of new buildings; and 2) the area is being rezoned to allow more intensive development (e.g. changing from residential to commercial and thus from residential to non-residential streets).

Local Residential Street Design Standards

Residential Streets provide direct access to residential dwellings and other allowed uses. They should be designed for this intended function and exhibit characteristics which contribute to a safe and attractive living environment. This can be achieved by providing a diversity of street types, each serving a specific role. Right of way and pavement widths less than the general standard should provide acceptable levels of access, safety and convenience for all users, including emergency service providers, while enabling enhanced site design and creation of attractive streetscapes. Subdivision layouts should avoid the creation of pass through routes for external traffic while allowing local drivers to move easily to and from higher order streets.

The design standard for a **Residential Street** shall be as follows:

1. Right-of-way: 50 feet wide

2. Pavement: 28 feet wide measured from back of curb
3. Turnarounds: Terminal streets shall have a turnaround at the closed end with an outside right-of-way diameter of 94 feet and a roadway pavement diameter of 76 feet.
4. Drainage: Curb and gutter system.
5. Sidewalks: 5 feet wide on both sides constructed 1 foot inside the right-of-way.
6. Parking: Permitted on both sides of the street.
7. Buffer Strip: 5 feet wide with trees permitted in the right-of-way subject to compliance with city policies and regulations.
8. Utility Easements: 10 feet on both sides adjacent to the right-of-way. The city and public utility providers will not be responsible for the restoration of any landscaping placed within utility easements that is removed or damaged as a result of constructing, repairing or maintaining public utilities.

In place of the typical Residential Street, a request may be submitted at the time of preliminary plat review for approval of one or more of the following alternative streets:

A **Residential Feeder** will be considered or may be required when one or more of the following conditions exist: 1) the intended use and adjacent zoning allows duplex or multi-family dwellings; 2) the expected average daily traffic (ADT) exceeds 500; or 3) the street collects localized traffic within a subdivision and leads to a collector or arterial street. A Residential Feeder shall conform to the following design standards:

1. Right-of-way: 50 feet wide
2. Pavement: 32 feet wide measured from back of curb
3. Sidewalks: 5 feet wide on both sides constructed 1 foot inside the right-of-way.
4. Buffer Strip: 3 feet wide with only ornamental trees permitted.
5. Other Features: Same as a Residential Street

An **Access Street** will be considered when all of the following conditions exist: 1) the intended use and adjacent zoning is single-family detached dwellings; 2) the street is not longer than 750 feet, and 3) the expected average daily traffic (ADT) is less than 250. An Access Street shall conform to the following design standards:

1. Right-of-way: 44 feet wide
2. Pavement: 24 feet wide measured from back of curb
3. Turnarounds: Terminal streets shall have a turnaround at the closed end with an outside right-of-way diameter of 94 feet and a roadway diameter of 76 feet.

4. Sidewalks: Same as a Residential Street, except sidewalks shall not be required on cul-de-sacs less than 250 feet in length.
5. Parking: Permitted on one side only
6. Other Features: Same as a Residential Street

The design standard for **Residential Alleys** shall be as follows:

1. Right of Way: 18 feet wide
2. Pavement: 16 feet wide measured from edge of pavement (no curb and gutter)
3. Travel Lanes: Two-way traffic allowed
4. Maximum Length: 500 feet between connecting streets
5. Parking: Parking in alley prohibited
6. Setbacks: Garages, carports and open parking spaces shall be set back at least 5 feet from the right of way.
7. Utility Lines: Both overhead and underground utility lines may be installed in the right of way.

Local Non-Residential Street Design Standards

A **Non-Residential Street** is a low volume, low speed street which provides access to commercial, industrial, institutional, and other intensive land uses. Generally, only two travel lanes are needed. In some cases, these streets may carry considerable truck traffic, require wider driveways for access to loading docks, and have a need for on-street parking. Direct connections to collector and arterial streets are essential.

The design standard for a **Non-residential Street** shall be as follows:

1. Right-of-way: 66 feet wide
2. Pavement: 36 feet wide measured from back of curb
3. Turnarounds: Terminal streets shall have a turnaround at the closed end with an outside right-of-way diameter of 94 feet and a roadway diameter of 76 feet.
4. Sidewalks: 5 feet wide on both sides constructed 1 foot inside the right-of-way.
5. Parking: Permitted on both sides of the street.
6. Buffer Strip: 9 feet wide with trees permitted in the right-of-way subject to compliance with city policies and regulations.
7. Utility Easements: Same as a standard Residential Street

In place of the typical Non-residential Street, a request may be submitted at the time of preliminary plat review for approval of one or more of the following alternatives:

An **Option A** street will be considered when two or more of the following conditions exist: 1) the intended use and adjacent zoning is commercial, light industrial, office, and/or multi-family residential; 2) the expected average daily traffic (ADT) is less than 4,000; 3) the street is primarily intended to provide access to property and secondarily to serve through traffic; and 4) there is a nearby collector or arterial street to accommodate future traffic from surrounding land.

Option A streets shall conform to the following design standards:

1. Right-of-way: 60 feet wide
2. Pavement: 30 feet wide measured from back of curb
3. Parking: Not permitted on either side.
4. Other features: Same as a typical Non-residential Street

An **Option B** street will be considered when all of the following conditions exist: 1) the intended use and adjacent zoning is office and/or multi-family residential; 2) the street is not longer than 750 feet; 3) the expected average daily traffic is less than 1,000; 4) the street is intended to provide access to property and not serve through traffic; and 5) there is a nearby collector or arterial street to accommodate future traffic from the development of surrounding land.

Option B streets shall conform to the following design standards:

1. Right-of-way: 60 feet wide
2. Pavement: 30 feet wide measured from back of curb
3. Parking: Permitted on one side only
4. Buffer Strip: 9 feet wide with trees permitted as a typical Non-residential Street
5. Other features: Same as a typical Non-residential Street

An **Option C** street will be considered or may be required when two or more of the following conditions exist: 1) the intended use and adjacent zoning is intensive commercial and/or industrial; 2) the expected average daily traffic exceeds 4,000; 3) the street will serve a significant amount of through traffic; 4) the street will connect to two collector or arterial streets; 5) there will be a significant number of left turns to and from abutting driveways; and 6) there will be a significant amount of truck traffic.

Option C streets shall conform to the following design standards:

1. Right-of-way: 66 feet wide
2. Pavement: 38 feet wide measured from back of curb to provide for two 13' travel

lanes and a 12' two-way center turn lane.

3. Turnarounds: Terminal streets are not permitted
4. Parking: Not permitted on either side
5. Other Features: Same as a typical Non-residential Street

Neighborhood Collector Street Design Standards

A **Neighborhood Collector** is intended to collect traffic from surrounding residential areas and connect to major streets; serve local, non-residential land uses such as schools, churches, and parks; and promote neighborhood livability. These streets provide two traffic lanes for shared use by vehicles and bicycles at low to moderate driving speeds (30 mph), accommodate an average daily traffic volume of 1,500-3,500 vehicles, and generally, connect to only one arterial or major collector street. They may also provide direct access to property and contain on-street parking. Two types of Neighborhood Collector streets are allowed. Either type may be required or proposed provided a statement of justification is submitted for the subject location.

Option A streets are intended to provide direct access to property and provide some periodic on-street parking for abutting uses. The design standard shall be as follows:

1. Right-of-way: 60 feet wide
2. Pavement: 34 feet wide measured from back of curb
3. Travel Lanes: Two travel lanes each 13.5 feet wide
4. Sidewalks: 5 feet wide on both sides constructed 1 foot inside the right-of-way.
5. Parking: Permitted on one side of the street only. A bulb-out may be built near intersections to create recessed parking, calm traffic and assist pedestrians.
6. Driveways: Permitted on both sides of the street.
7. Buffer Strip: 7 feet wide with trees permitted in the right-of-way subject to compliance with city policies and regulations.
8. Utility Easements: Same as a standard Residential Street

Option B streets are intended to primarily collect neighborhood traffic and not provide direct access to property. The design standard shall be as follows:

1. Right-of-way: 60 feet wide
2. Pavement: 30 feet wide measured from back of curb
3. Travel Lanes: Two shared travel lanes each 15 feet wide
4. Sidewalks: 5 feet wide on both sides constructed 1 foot inside the right-of-way.

5. Parking/Driveways: Not permitted on either side
6. Buffer Strip: 9 feet wide with trees allowed as for Option A streets
7. Other features: Same as Option A streets

Major Collector Street Design Standards

A **Major Collector** is a mid-volume, multi-modal street (average daily traffic of 3,500-8,500 vehicles) which collects traffic from several neighborhoods and moves the traffic to the arterial network. These streets provide access to retail centers, office complexes, institutional uses such as colleges and hospitals, and multi-family residential areas. Major collectors typically have two, undivided travel lanes with a left turn lane at key intersections. A two-way center turn lane or intermittent raised median may be provided to manage access at high traffic locations. Typically, direct access to one and two-family residences is prohibited with consolidated driveways allowed for other uses when controlled as to location. No on-street parking is permitted.

The design standard for a **Major Collector** street shall be as follows:

1. Right-of-way: 66 feet wide
2. Pavement: 36 feet wide measured from back of curb
3. Travel Lanes: Two lanes each 12 feet wide
4. Bike Lanes: Striped bike lane on both sides 6 feet from back of curb
5. Sidewalks: 5 feet wide on both sides constructed 1 foot inside the right-of-way.
6. Parking: Not permitted on either side
7. Driveways: Controlled as to location and width for access management purposes.
8. Buffer Strip: 9 feet wide with trees permitted in the right-of-way located 4 feet from edge of street and sidewalk subject to compliance with city policies and regulations.
9. Utility Easements: Same as a standard Residential Street

In place of the typical Major Collector, a request may be submitted at the time of preliminary plat review for approval of one or more of the following alternative streets:

An **Option A** street will be considered or may be required when the following conditions exist: 1) the intended use and zoning of nearby land is one or two-family residential and/or large open land areas such as parks, churches, and schools; and 2) the street is intended to serve through traffic and not provide direct access to property.

Option A streets shall conform to the following design standards:

1. Right-of-way: 66 feet wide

2. Pavement: 32 feet wide measured from back of curb
3. Travel Lanes: Two shared use travel lanes each 16 feet wide
4. Bike Lanes: No striped bike lanes
5. Sidewalk/Pedway: A 5 foot wide sidewalk on one side and an 8 foot wide pedway on the other side constructed 1 foot inside the right of way.
6. Parking: Not permitted on either side
7. Driveways: Not permitted on either side
8. Buffer Strip: 9-10 feet wide with trees permitted as for a typical Major Collector
9. Other features: Same as a typical Major Collector

An **Option B** street will be considered or may be required when one or more of the following conditions exist: 1) the intended use and/or zoning of adjacent land is retail commercial, office, institutional or multi-family residential; 2) the expected average daily traffic exceeds 6,000; and 3) the street will or is likely to connect to two arterial streets.

Option B streets shall conform to the following design standards:

1. Right-of-way: 76 feet wide
2. Pavement: 44 feet wide measured from back of curb
3. Travel Lanes: Two shared use travel lanes each 16 feet wide plus a center two-way left-turn lane 12 feet wide.
4. Bike Lanes: No striped bike lanes
5. Pedway/Sidewalk: An 8 foot wide Pedway on one side and a 5 foot wide sidewalk on the other side constructed 1 foot inside the right of way.
6. Parking: Not permitted on either side
7. Driveways: Controlled as to location and width for access management purposes.
8. Buffer Strip: 8-9 feet wide with trees permitted as for a typical Major Collector
9. Other features: Same as a typical Major Collector

Minor Arterial Street Design Standards

A **Minor Arterial** is a mid-to-high volume multi-modal street (average daily traffic of 7,500-20,000 vehicles) which moves a large portion of internal city traffic. Minor Arterials usually connect to Major Arterials or Expressways and provide access to such traffic destinations as retail

shopping areas, employment centers, and many residential neighborhoods. These streets have a minimum of two, undivided travel lanes but may have up to four travel lanes with a raised median and left turn lane at intersections to manage traffic access. Typically, direct access to property is restricted and no on-street parking is permitted.

Three types of Minor Arterial streets are permitted. Each type may be allowed or required depending upon the surrounding land use pattern, traffic conditions or other circumstances.

An **Option A** street will be considered or may be required when the intended use or zoning of nearby land is predominantly residential or large open land areas such as parks, churches, and schools. Option A streets shall conform to the following design standards:

1. Right of way: 84 feet wide
2. Pavement: Total width is 40 feet measured from edge of shoulder.
3. Travel Lanes: Two lanes, each 12 feet wide.
4. Paved Shoulder: 8 feet on each side for bikes and emergency parking.
5. Drainage: Open channel or swale system without curb and gutter.
6. Sidewalk: 5 feet wide on one side constructed 1 foot inside the right-of-way.
7. Pedway: 8 feet wide on one side constructed 1 foot inside the right of way.
8. Parking: Not permitted on either side.
9. Driveways: Controlled as to location and width for access management purposes.
10. Buffer Strip: 14-15 feet wide on each side. Trees permitted in the right of way when located outside of the drainage channel and 4 feet from edge of sidewalk or Pedway subject to compliance with city policies and regulations.
11. Utility Easements: Same as a standard Residential Street.

An **Option B** street will be considered or may be required when the following conditions exist: 1) the intended use or zoning of nearby land is residential or large open land areas such as parks, churches, and schools; and 2) the average daily traffic volume of the street is projected to exceed 15,000 vehicles in 20 years. Option B streets shall conform to the following design standards:

1. Right of way: 100 feet wide
2. Pavement: Total width is 40 feet measured from edge of shoulder.
3. Travel Lanes: One 12 feet wide lane on each side of a 12 feet center median.

4. Other Features: Same as Option A

An **Option C** street will be considered or may be required when the intended use or zoning of adjacent land is predominantly commercial, industrial, office, or institutional. Option C streets shall conform to the following design standards:

1. Right-of-way: 84 feet wide
2. Pavement: 48 feet wide measured from back of curb
3. Travel Lanes: Two 12 feet wide travel lanes plus a 12 feet wide center, two-way left turn lane.
4. Bike Lanes: Striped 6 feet wide bike lane on each side measured from back of curb
5. Drainage: A curb and gutter system is most common
6. Buffer Strip: 10 feet wide on each side. Trees permitted in the right of way when located 6 feet from edge of street and 4 feet from edge of sidewalk or Pedway subject to compliance with city policies and regulations.
7. Other Features: Same as Option A

Major Arterial Street Design Standards

A **Major Arterial** is a high volume multi-modal street (average daily traffic of 15,000 or more vehicles) which handles the bulk of through traffic within the city. Major Arterials connect to expressways and freeways as well as provide access to major traffic destinations such as regional shopping centers and major universities. These streets usually have at grade intersections which are spaced well apart. It is very common for Major Arterials to have four lanes with a continuous raised median except for a left turn lane at major intersections. Direct access to property is usually prohibited or limited to right-in, right-out and no on-street parking is permitted.

Two types of Major Arterial streets are permitted. Each type may be allowed or required depending upon the surrounding land use, traffic conditions or other circumstances.

An **Option A** will be considered or may be required when vehicle speeds are moderate, right of way is limited, and access is restricted thereby mitigating the need for a median. Option A streets shall conform to the following design standards:

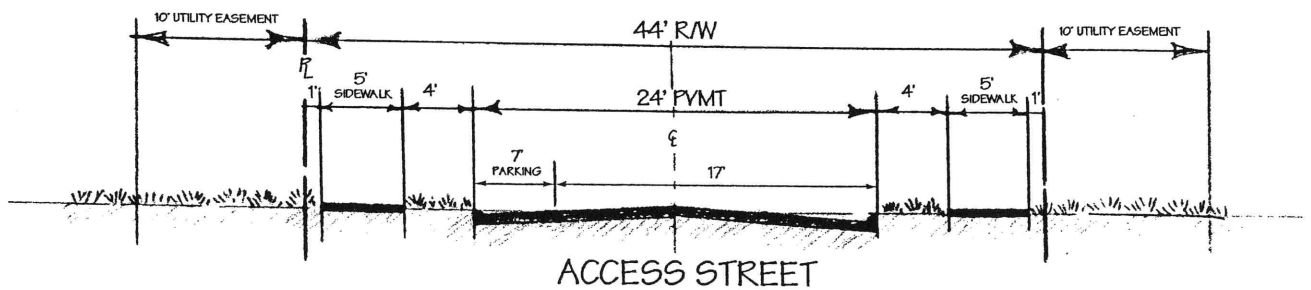
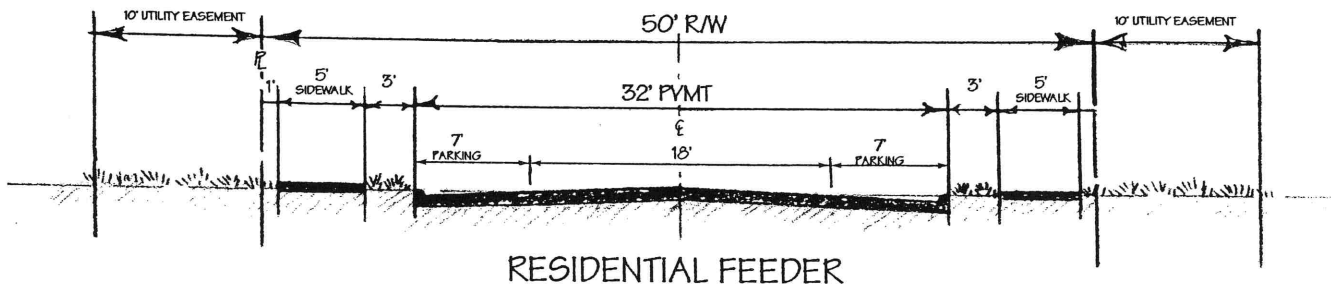
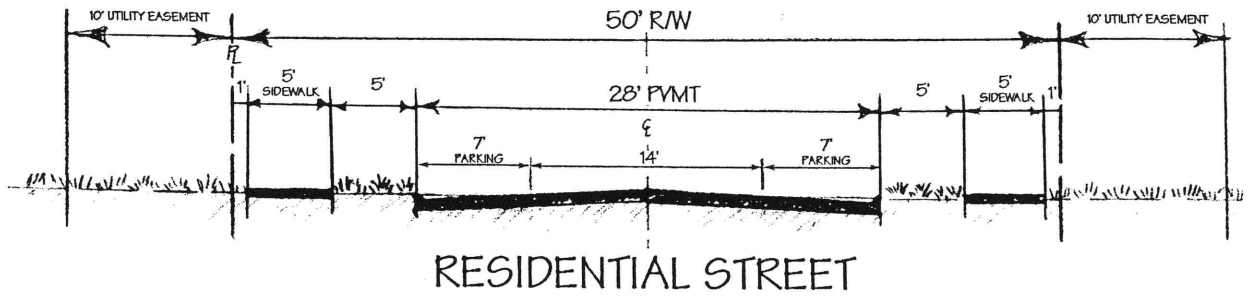
1. Right of way: 106 feet wide
2. Pavement: Total width of 60 feet measured from back of curb or edge of pavement
3. Travel Lanes: Four lanes each 12 feet wide
4. Bike Lanes: Striped 6 feet wide bike lane on each side measured from back of curb
5. Drainage: May be built with curb and gutter or an open swale

6. Sidewalk: 5 feet wide on one side constructed 1 foot inside the right-of-way
7. Pedway: 8 feet wide on one side constructed 1 foot inside the right of way
8. Parking: Not permitted on either side
9. Driveways: Controlled as to location and width for access management purposes.
10. Buffer Strip: 14-17 feet wide on each side. Trees permitted in the right of way located 10 feet from edge of street and 4 feet from edge of sidewalk or Pedway subject to compliance with city policies and regulations.
11. Utility Easements: Same as a standard Residential street.

An **Option B** street will be considered or may be required when the projected average daily traffic volume of the street could reasonably exceed 20,000 vehicles in 20 years and/or the street connects to a freeway or expressway. Option B streets shall conform to the following design standards:

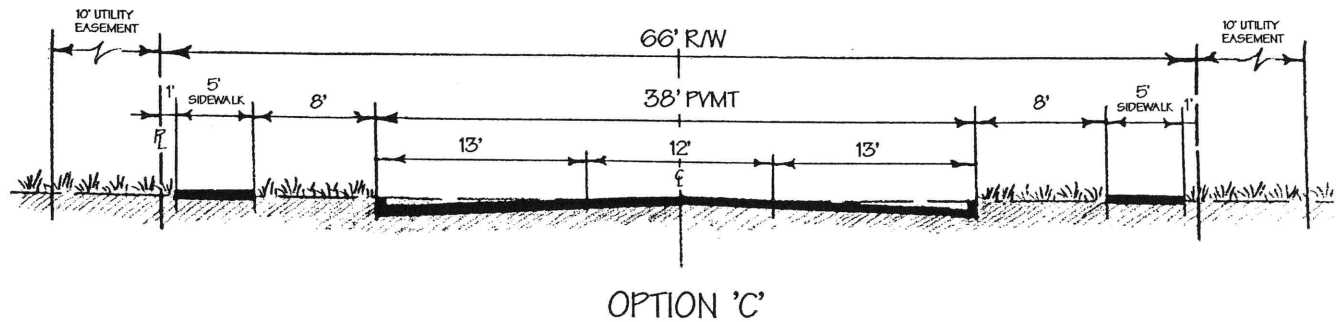
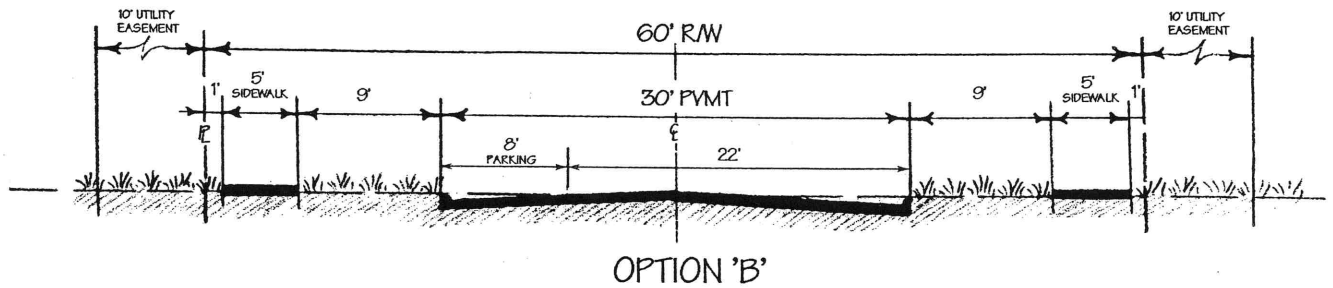
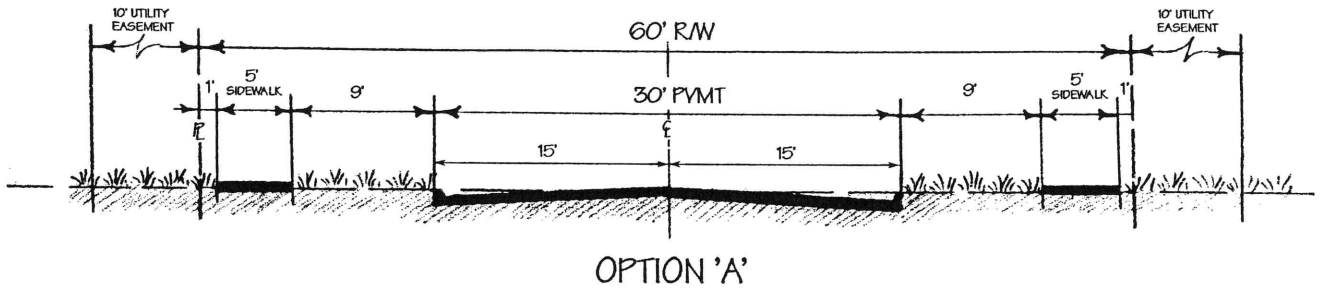
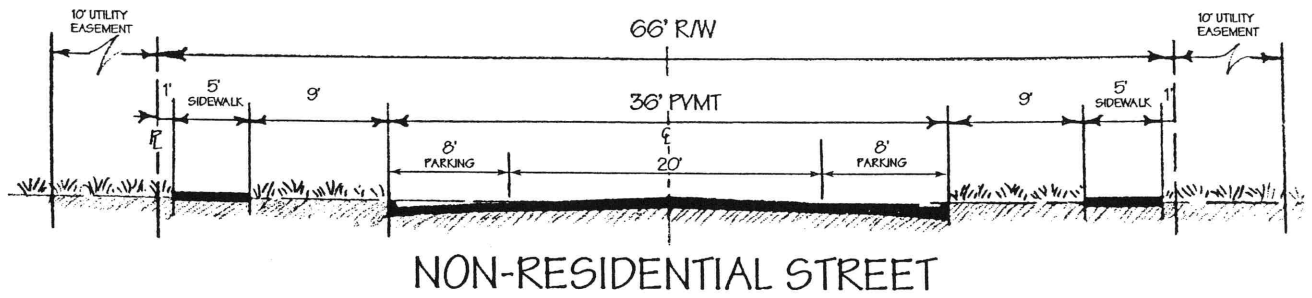
1. Right of way: 110 feet wide
2. Pavement: Total width of 52 feet measured from back of curb or edge of pavement
3. Travel Lanes: One 12 feet wide inner lane and one 14 feet wide outer lane on each side of a 16 feet wide center median which may include a 12' wide left-turn lane at intersections.
4. Bike Lanes: No bike lane on either side
5. Sidewalk: 5 feet wide on one side constructed 1' inside right of way
6. Pedway: 10' wide on one side constructed 1' inside right of way
7. Buffer Strip: 12-13 feet wide on each side. Trees permitted in the right-of-way located 8 feet from edge of street and 4 feet from edge of sidewalk or Pedway subject to compliance with city policies and regulations.
8. Other Features: Same as Option A

Requests for exceptions to the above design standards may be submitted at the time of preliminary plat review and shall be processed as a variance as provided by the Subdivision Regulations.

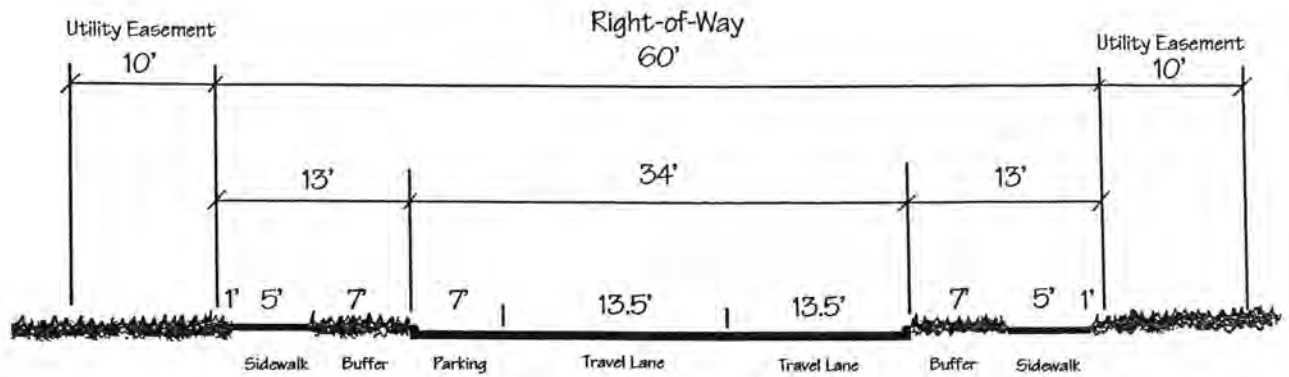


Local Residential Street Standards

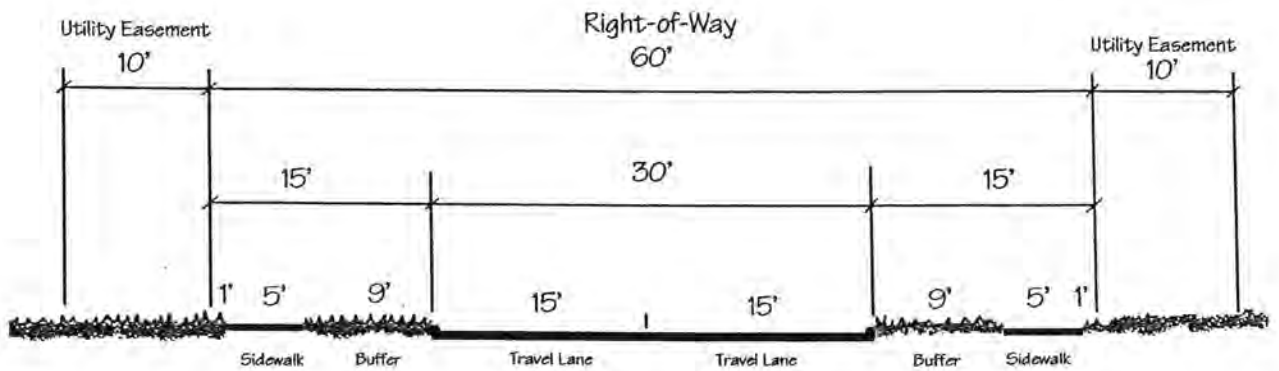
(Revised 6/7/04)



Local Non-Residential Street Standards

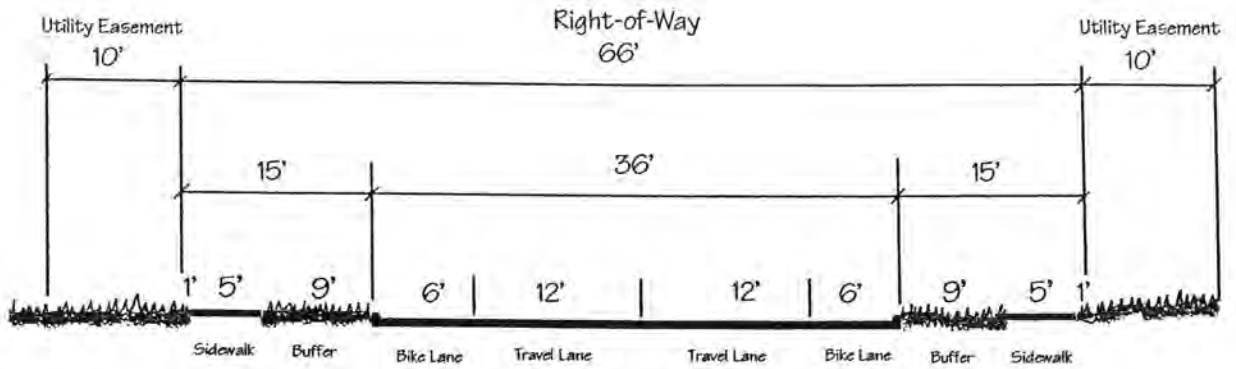


Neighborhood Collector 'Option A'

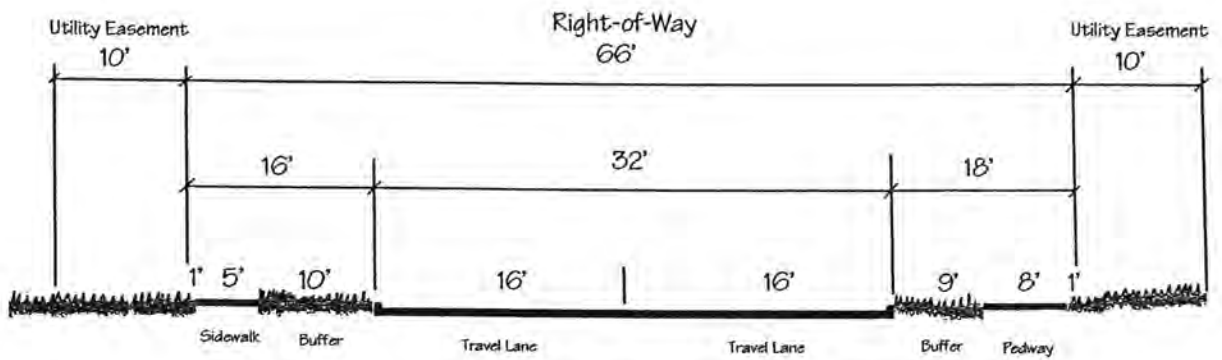


Neighborhood Collector 'Option B'

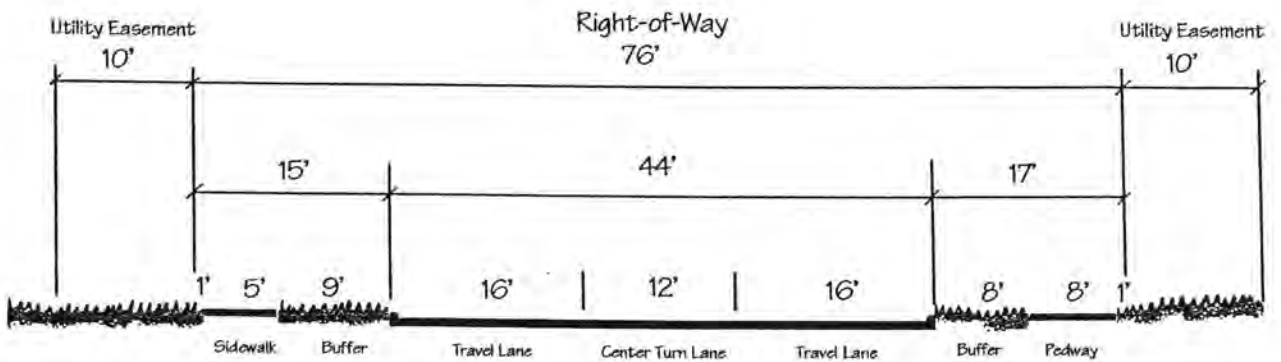
Neighborhood Collectors



Major Collector

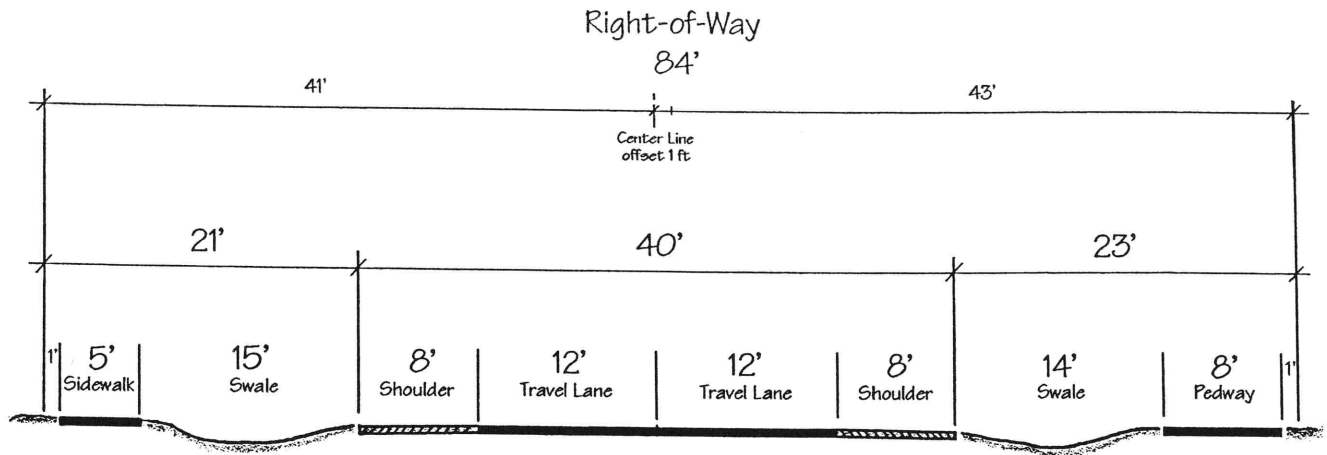


Major Collector 'Option A'

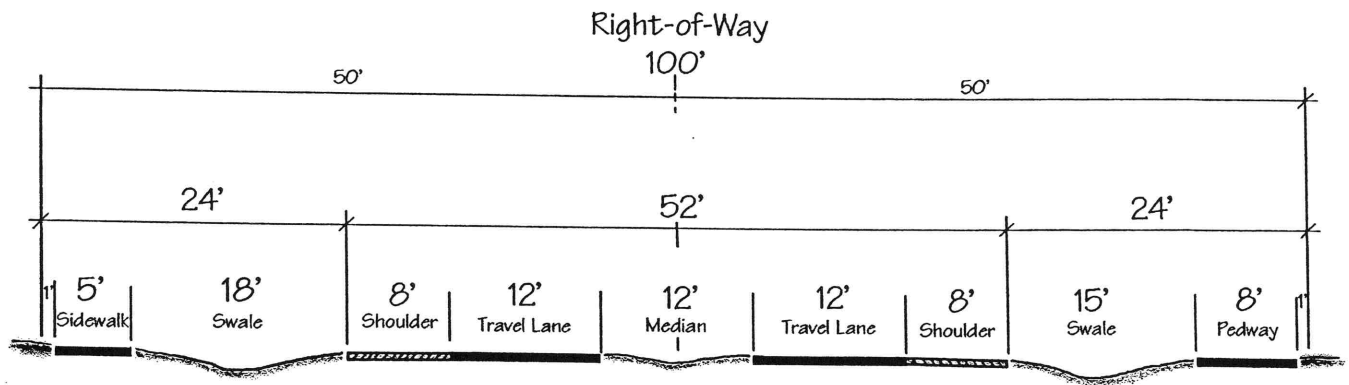


Major Collector 'Option B'

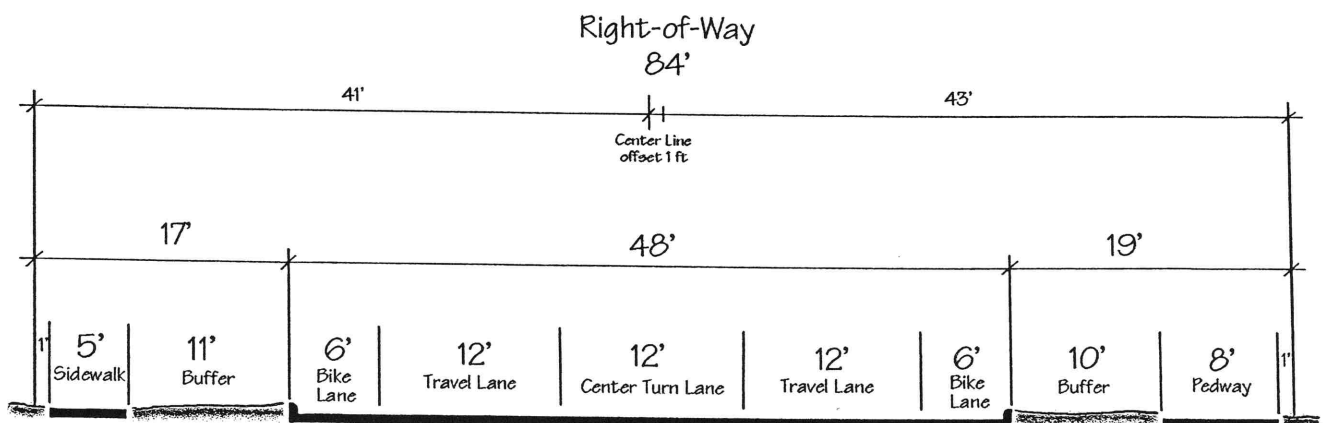
Major Collectors



Minor Arterial - Option 'A'

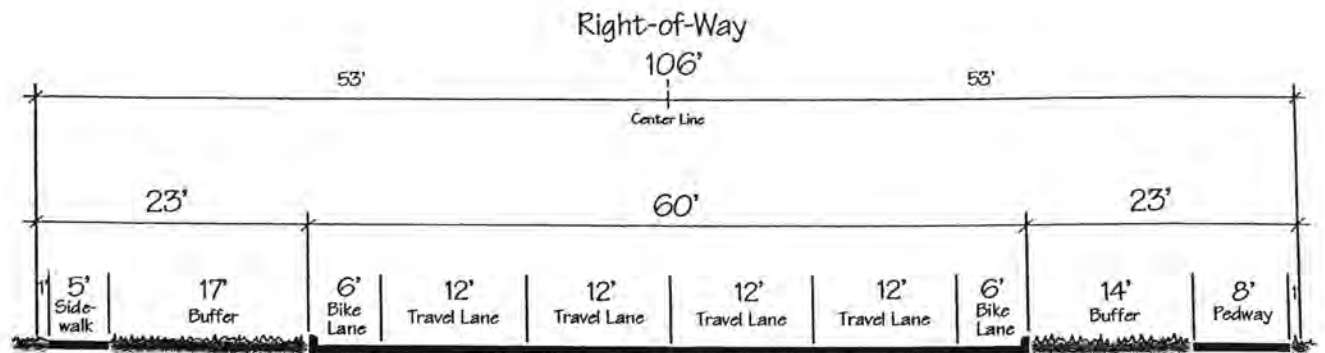


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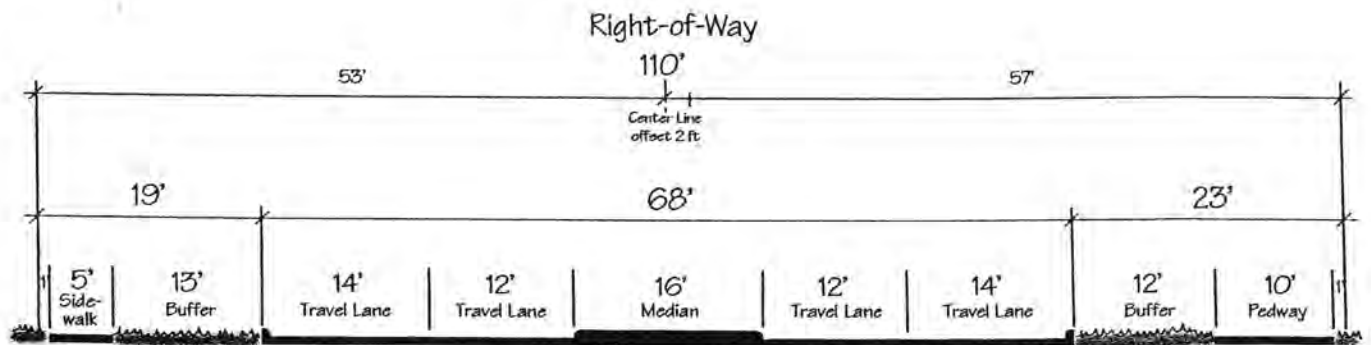


Minor Arterial - Option 'C'

Minor Arterials

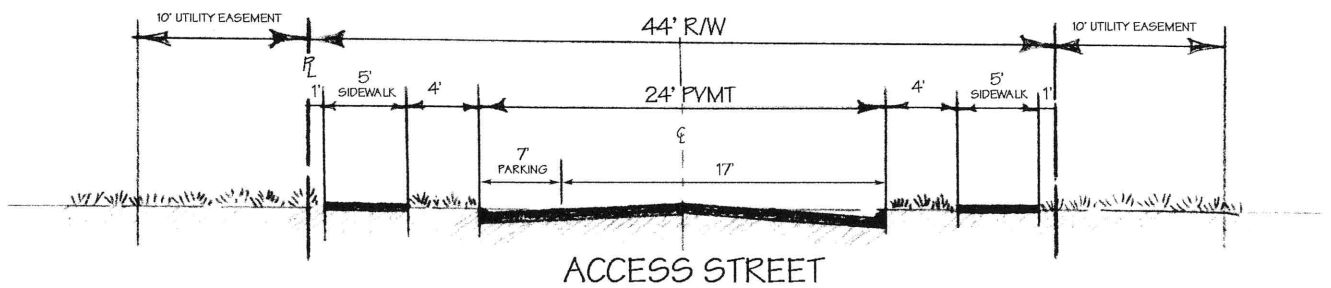
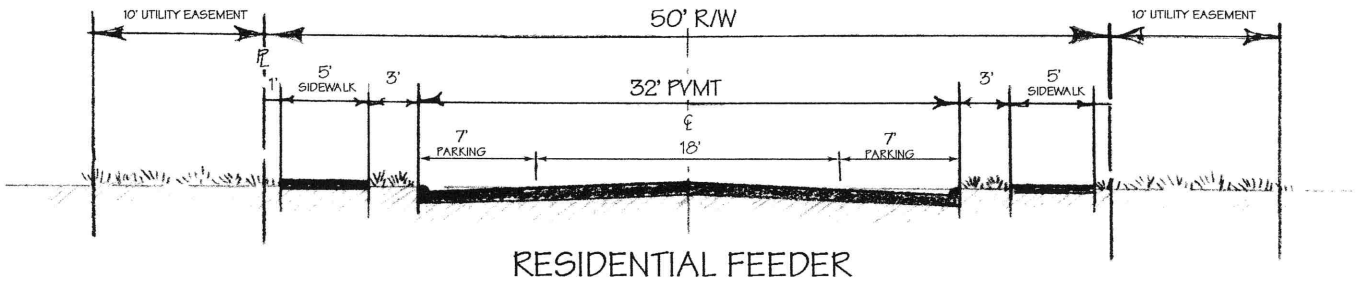
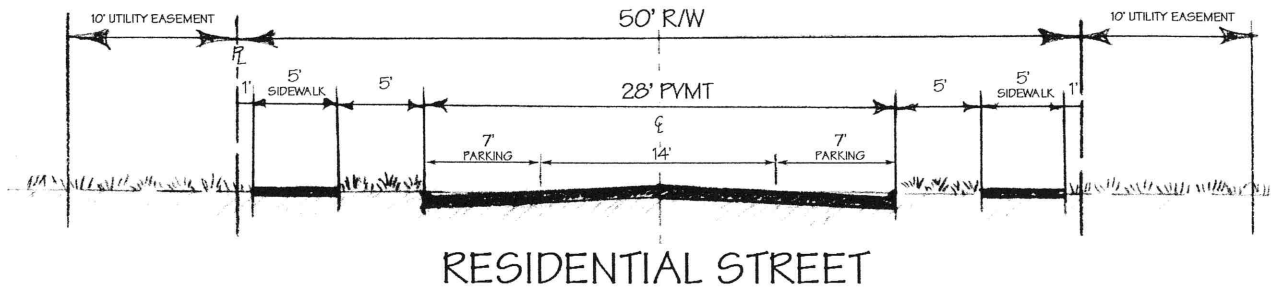


Major Arterial - Option 'A'



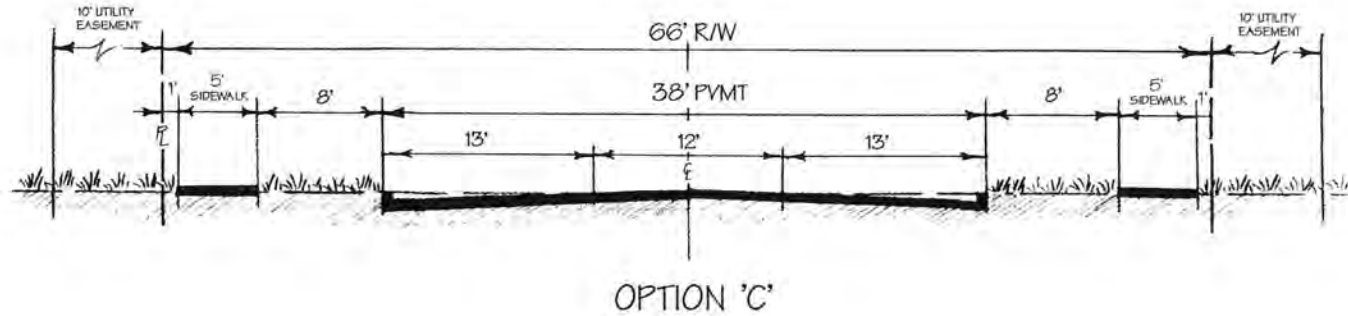
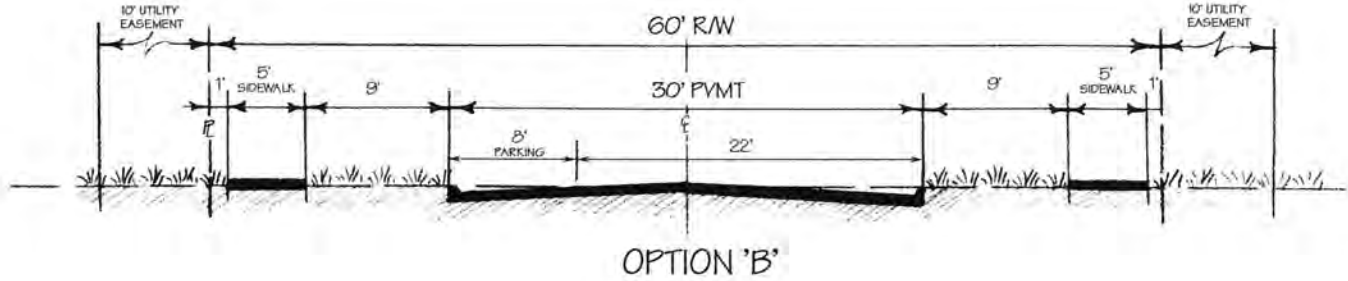
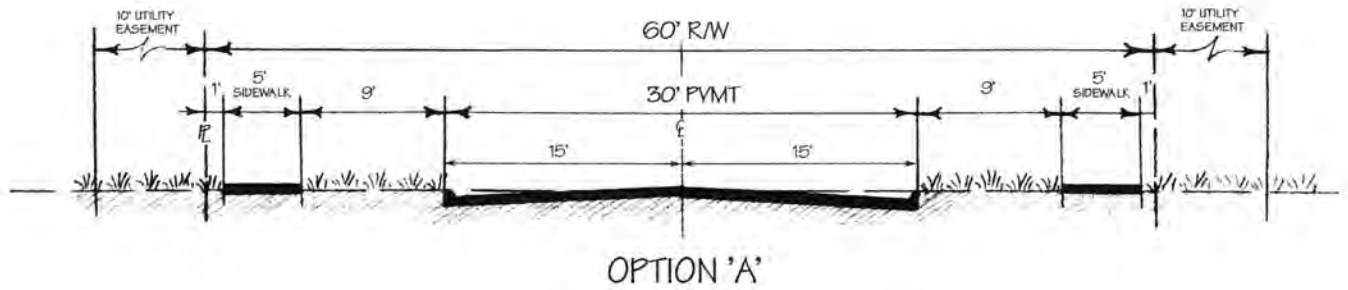
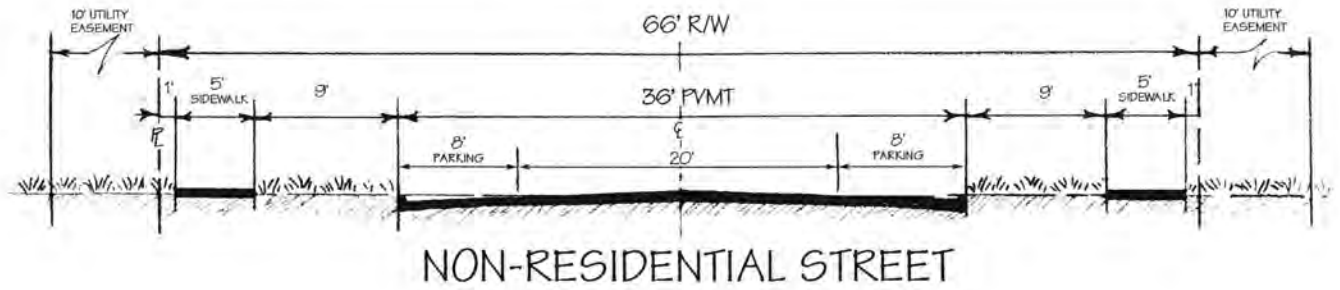
Major Arterial - Option 'B'

Major Arterials

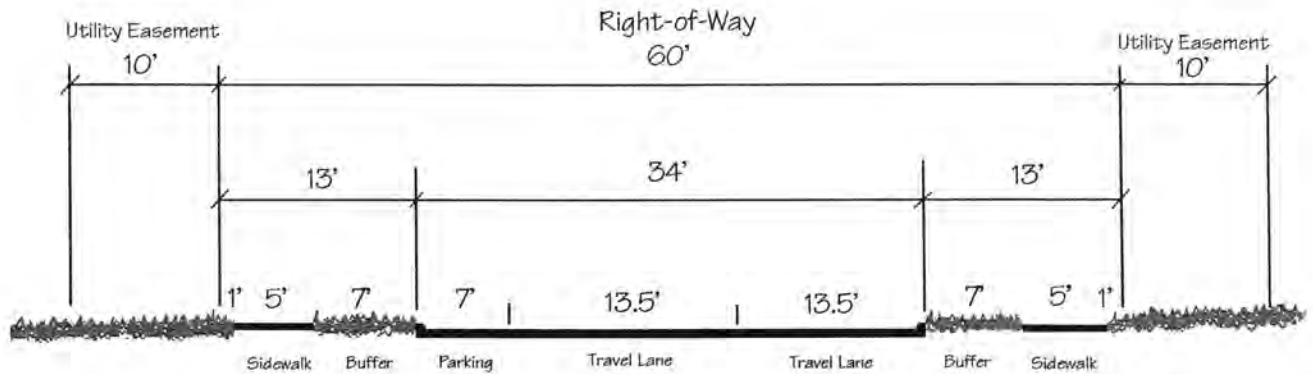


Local Residential Street Standards

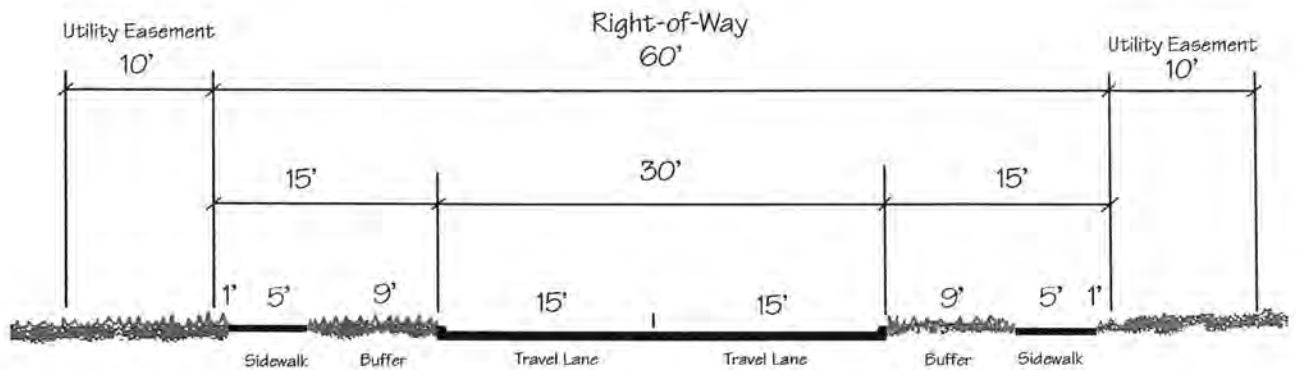
(Revised 6/7/04)



Local Non-Residential Street Standards

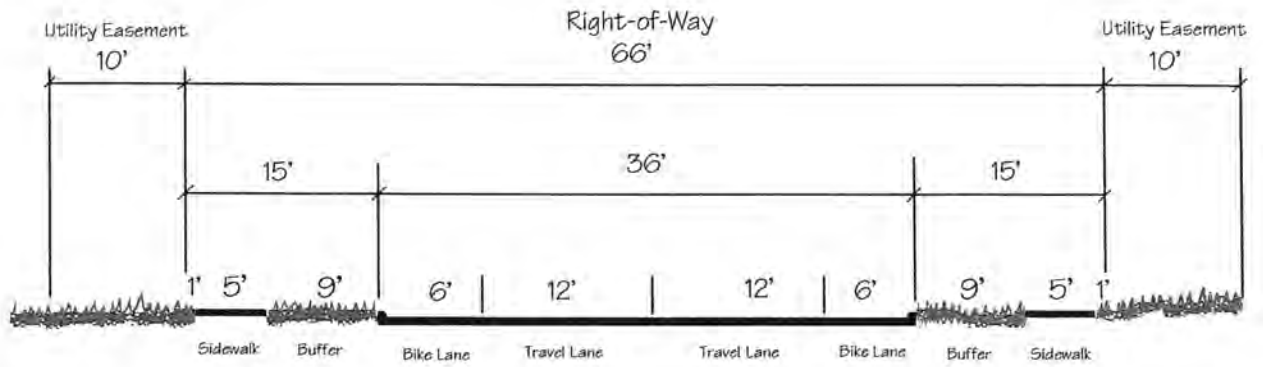


Neighborhood Collector 'Option A'

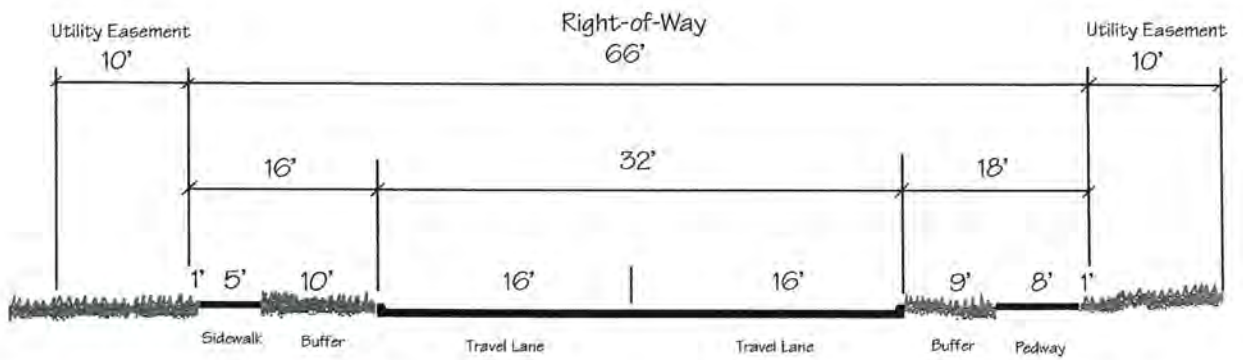


Neighborhood Collector 'Option B'

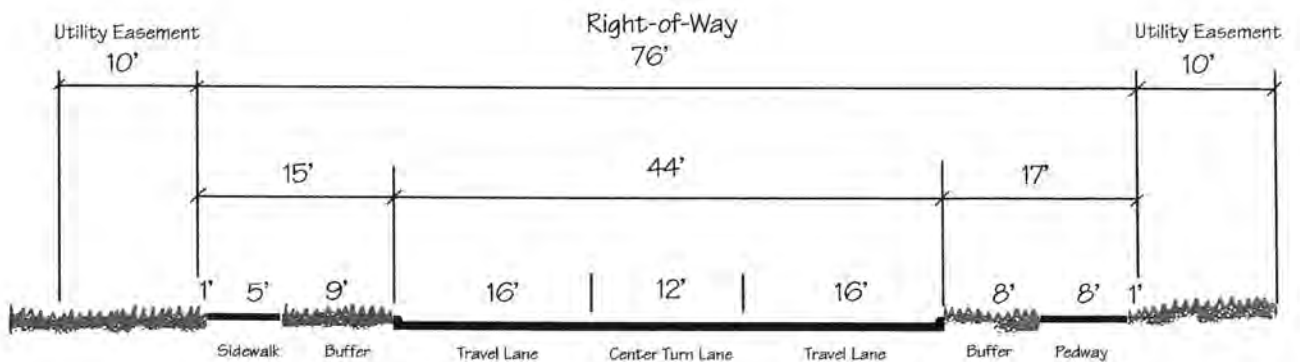
Neighborhood Collectors



Major Collector

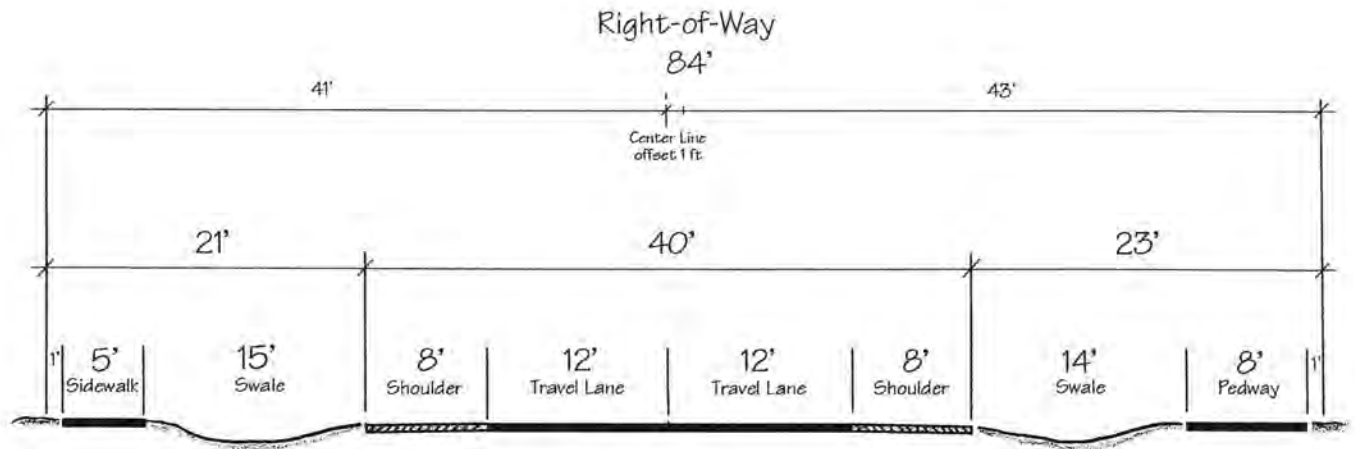


Major Collector 'Option A'

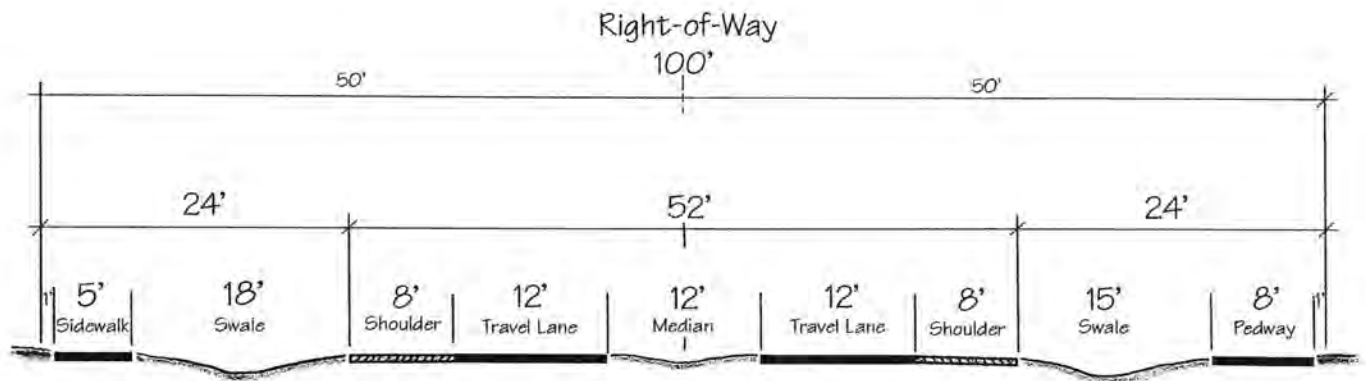


Major Collector 'Option B'

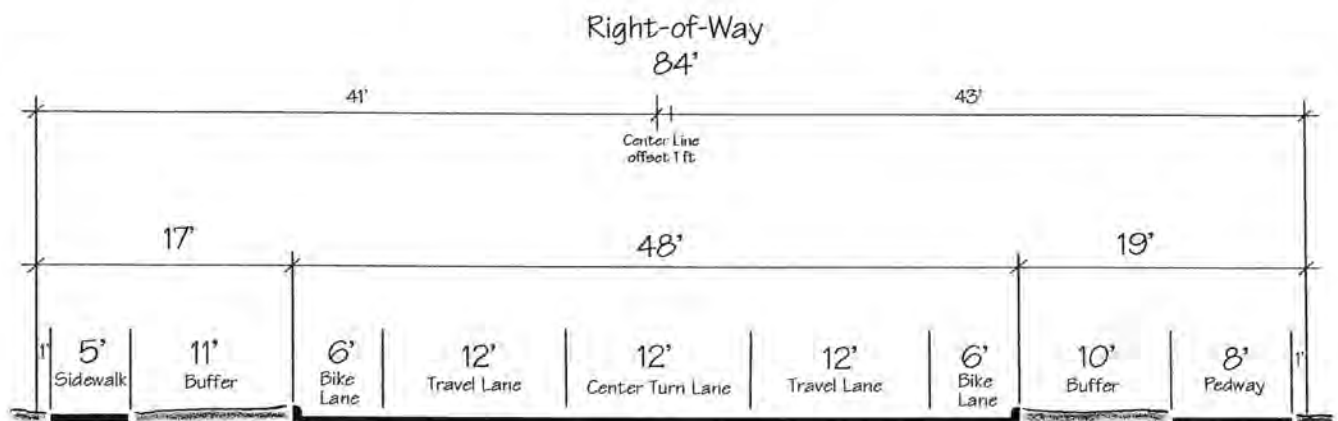
Major Collectors



Minor Arterial - Option 'A'

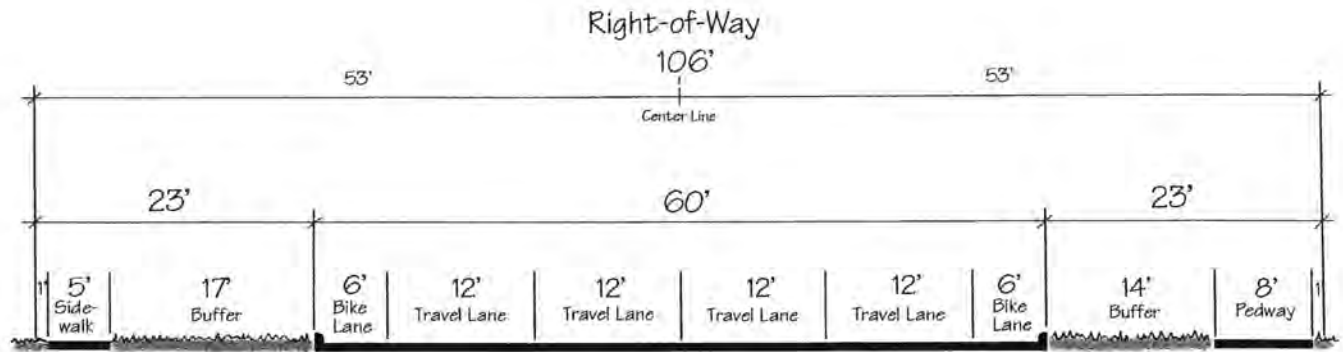


Minor Arterial - Option 'B'

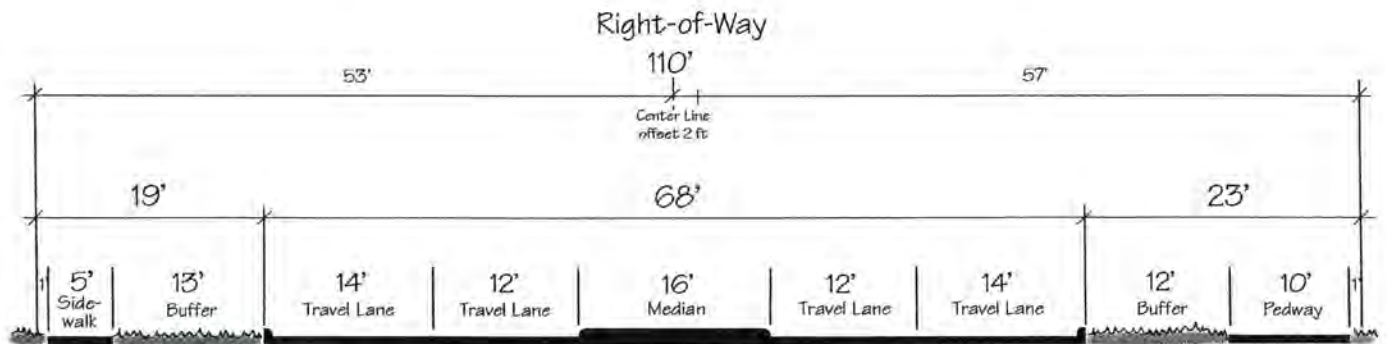


Minor Arterial - Option 'C'

Minor Arterials



Major Arterial - Option 'A'



Major Arterial - Option 'B'

Major Arterials

Introduced by Treece Council Bill No. PR 178-16 A

A POLICY RESOLUTION

adopting a "Vision Zero" Policy, and setting a goal of eliminating traffic deaths and serious injuries in Columbia by 2030.

WHEREAS, the primary responsibility of the City of Columbia government is to ensure the safety and health of all of Columbia's residents; and

WHEREAS, there have been 68 deaths and 454 serious injuries on Columbia's roads in the last ten years, making traffic safety a critical public safety and health issue; and

WHEREAS, the City of Columbia government believes that no one should die or suffer serious injury while traveling on our city streets - whether by foot, bicycle, wheelchair, motorcycle, automobile, public transit, or any other mode; and

WHEREAS, the Columbia Public School District has policies that "promote safe walking and bicycling to school" and "encourage bus routes that incorporate a short distance of safe walking" for the thousands of children attending its schools; and

WHEREAS, vulnerable road users such as people walking, bicycling, or using a wheelchair, children, older adults, people with disabilities, people of color, and people living in low-income neighborhoods are all disproportionately affected by traffic deaths and serious injuries; and

WHEREAS, vehicle speed is, by far, the most important factor that determines whether a collision with a person walking, bicycling, using a wheelchair, riding a motorcycle, or riding in another vehicle will result in a death or serious injury; and

WHEREAS, the U.S. Department of Transportation launched its *Mayors' Challenge for Safer People, Safer Streets* in 2015 to urge mayors to improve transportation safety, and Columbia Mayor Bob McDavid accepted that challenge; and

WHEREAS, the Missouri Department of Transportation, which operates streets in Columbia where the highest speeds are recorded and most serious crashes occur, recently announced its new strategic plan, titled *Missouri's Blueprint – A Partnership Toward Zero Deaths*; and

WHEREAS, "Vision Zero" is a philosophy of transportation planning and operation based on the assertion that traffic deaths and serious injuries are preventable and, therefore, ethically unacceptable; and

WHEREAS, in the last two years, Vision Zero policies have been adopted in eighteen cities to include: New York City, NY; San Francisco, CA; Seattle, WA; Denver, CO; Austin, TX; Ann Arbor, MI; and Eugene, OR, and about 20 other cities are considering adoption; and

WHEREAS New York City adopted a Vision Zero Policy in 2014 and, the following year, achieved its lowest traffic fatality rate since record-keeping began in 1910; while in Sweden, where Vision Zero originated, traffic fatalities have declined 73% in 20 years; and

WHEREAS, adopting a Vision Zero policy in Columbia would support the goals of numerous existing City of Columbia plans, including:

- Goals for "Safety and Security of Transportation Infrastructure" and "Integration of all Travel Modes" in the *CATSO 2040 Long Range Transportation Plan*
- Goals for "Livable and Sustainable Communities," "Mobility, Connectivity, and Accessibility," and "Inter-Governmental Cooperation" in *Columbia Imagined: The Plan for How We Live and Grow*
- Goals for "Safe and Healthy Neighborhoods" and "Healthy Lifestyles" in the *Columbia/Boone County Community Health Improvement Plan*
- Goals for "Public Safety," "Infrastructure," and "Social Equity" in the *City of Columbia Strategic Plan, 2016-19*; and

WHEREAS, the City Council established the Mayor's Task Force on Pedestrian Safety on May 18, 2015, to "provide recommendations on what can be done by the City government and by citizens themselves working in a cooperative way to decrease collisions between automobiles and pedestrians"; and

WHEREAS, the Task Force delivered its Final Report and Recommendations to the City Council on April 4, 2016, titled *A Vision Zero Policy for Columbia*, and including, as its first recommendation, to adopt a Vision Zero Policy

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. The City Council hereby adopts a Vision Zero Policy with a goal of eliminating traffic deaths and serious injuries in Columbia by 2030.

SECTION 2. The City Council hereby declares that in implementing a Vision Zero Policy, the following findings and considerations are hereby acknowledged and should be guiding principals in transportation system planning, design and operations:


- (1) Safety is the most important factor in all decision-making processes;
- (2) Traffic deaths and serious injuries are preventable and, therefore, ethically unacceptable;
- (3) Transportation systems should be designed and operated so that user errors are not fatal.

SECTION 3. The City Council hereby directs the City Manager to review the Final Report and Recommendations of the Mayor's Task Force on Pedestrian Safety, titled *A Vision Zero Policy for Columbia* with the Police Chief, Public Works Director, Parks and Recreation Director, Public Health Director, and other relevant staff; as well as partners at Missouri Department of Transportation, University of Missouri, Columbia Public Schools, and PedNet; and design a *Vision Zero Implementation Plan* which may include the guidelines attached hereto and marked "Exhibit A," attached hereto.

SECTION 4. The City Council hereby directs the City Manager to present the *Vision Zero Implementation Plan* to the City Council no later than April 30, 2017.

ADOPTED this 19th day of December, 2016.

ATTEST:




City Clerk



Mayor and Presiding Officer

APPROVED AS TO FORM:



City Counselor

EXHIBIT A

Guidelines for a Vision Zero Implementation Plan

The Vision Zero Implementation Plan may include the following components (bullet points are intended to be suggestions):

Overall Goal:

- To eliminate traffic deaths and serious injuries in Columbia by 2030

Evaluation Strategy:

- User-friendly "dashboard" for tracking traffic deaths, serious injuries, other injuries, and property damage
- Annual report to the City Council that provides numbers of traffic deaths and serious injuries in the previous year, goals for upcoming years, and status of implementation plan

Funding Strategy:

- Initial, short-term funding partnership with PedNet Coalition
- "One Percent for Safety" program, under which 1% of estimated project costs for all capital streets projects costing \$500,000 or more will be dedicated to the Vision Zero Implementation Plan (estimated to generate \$40,000/year)
- New CPD funding for a modern traffic safety enforcement program that explicitly disavows racial profiling, and is developed in partnership with a stakeholder group that includes people of color and those living in poor neighborhoods
- New annual funding allocation starting with the FY 2018 budget

Program Management:

- Vision Zero Program Manager, at least 0.50 FTE located in suitable City department/office
- Extensive coordination with other departments, boards and commissions, and community partners
- Some Vision Zero funding provided to other departments for specific programs

Educational Implementation Strategies, such as:

- Develop a comprehensive traffic safety education and communication campaign
- Work with other organizations to develop education campaigns and policies
- Promote all traffic safety innovations and improvements

Enforcement Implementation Strategies, such as:

- Prohibit cellular phone use and texting while driving
- Reduce legal, posted speed limits
- Improve and reform enforcement of speed limits and prosecution of violators

- Utilize automated enforcement such as red light cameras and speed cameras
- Improve coordination and data-sharing among law enforcement, other agencies and the public
- Provide routine bicycle and pedestrian safety training for law enforcement officers

Engineering Implementation Strategies, such as:

- Start a new program of road safety audits and assessments
- Create a new position of Traffic Safety Engineer/Crash Analyst
- Identify engineering design parameters that contribute to pedestrian deaths and serious injuries
- Improve and reform road design and engineering standards to increase safety

Roles for City departments, including:

- Community Development Department
- Columbia Police Department
- Public Works Department
- Parks and Recreation Department
- Public Health and Human Services Department
- Civic Relations Department

Roles for City Commissions, including:

- Disabilities Commission
- Bicycle and Pedestrian Commission
- Public Transit Advisory Commission
- Parks and Recreation Commission
- Human Rights Commission
- Citizens Police Review Board
- Board of Health

Roles for community partners, including:

- PedNet Coalition
- Missouri Department of Transportation
- Columbia Public Schools
- University of Missouri
- Columbia College
- Stephens College

Bibliography:

List of key documents that have been reviewed during development of the Implementation Plan