



**CITY OF MANITOWOC**  
WISCONSIN, USA  
*www.manitowoc.org*



**TO:** Public Infrastructure Committee  
**FROM:** Dan Koski, Director of Public Infrastructure  
**RE:** Bike and Ped Plan Consultant Contract Award

City of Manitowoc Bike and Ped Plan update project was included in the 2019 Capital Budget. DPI staff developed an RFP for professional services detailing all of the desired plan specs, related existing park and city Bike and Ped facility infrastructure information and plan update objectives. In summary, the RFP requests professional planning consultants to submit proposals to perform the City of Manitowoc Bike and Ped Plan Update. Staff sent the RFP to 3 planning consultants.

The City received two official proposals; one from both Bay-Lake Regional Planning Commission and Martenson-Eisle.

Attached is a copy of the proposals received from Bay-Lake Regional Planning Commission and Martenson-Eisle. This was a difficult decision because both organizations are reputable and we have worked closely with both companies recently on various planning projects. DPI staff was pleased to receive proposal from both companies

DPI staff recommends awarding the Bike and Ped Plan project contract to Bay-Lake Regional Planning Commission for following reasons:

1. Bay Lakes estimate was lower than other the other proposal.
2. Bay Lakes is currently performing other Bike and Ped Plans in Manitowoc County and throughout Northeast WI. DPI staff feels it is a very strong asset that Bay Lakes will already have intimate knowledge and inventory of existing bike and ped facilities within the region and DPI staff feels that this will result in a superior end product that allows the future Manitowoc Bike and Ped Plan to better align with other regional Bike and Ped Plans.