



Des Plaines River Bridge Community Plan



City of Joliet



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SECTION 1
Scope of Work



SECTION 1 Scope of Work

Our team has thoroughly reviewed the outreach and communications, the identified impacts, and the proposed mitigation of those impacts within the Joliet Des Plaines River Bridge Community related to the reconstruction of I-80 and the relocation of the major river bridges over the Des Plaines River. We understand the nature of the impacts and have worked side-by-side with this community to identify mitigation measures that address their concerns and should serve as a basis for the Joliet Community Plan (JCP).

For this project, the CDM Smith team has developed a task-based scope of work that satisfies the funding requirements, responds to the NEPA public commitments, and the letter of intent between the City of Joliet and the Illinois Department of Transportation. It also includes the draft mitigation measures noted in the Community Impact Assessment, as documented during the I-80 NEPA process. The following narrative describes in detail the overall strategy of community plan development using a task-based approach.

The scope of work assumes that the consultant will leverage the community outreach and stakeholder engagement performed by CDM Smith as part of IDOT's I-80 Reconstruction NEPA study as a starting point and supplement community stakeholder input as described herein.

Deliverables will be in the form of briefing books. This format offers a more approachable alternative to traditional reports, featuring a visually rich layout with ample graphics, charts, and infographics. This approach emphasizes concise, clearly structured content that focuses on essential information, making it easier for readers to quickly grasp key concepts. The result is a more engaging and accessible document that effectively communicates complex information to a diverse audience.

To ensure the planning process is inclusive and accessible to all members of the Joliet Des Plaines River Bridge community, the consultant will provide bilingual (English/Spanish) materials and services for all public engagement activities. This includes translation of all printed and digital outreach materials, such as flyers, postcards, and surveys. Spanish-speaking team members will also be at public meetings and Steering Committee meetings to facilitate meaningful participation by community members with limited English proficiency.

Task 1 – Project Initiation

The consultant team will review existing documents and plans, familiarize themselves with the project area, review best practices and ideas from comparable projects, and prepare a draft vision and goals. The purpose of this task is to lay the groundwork for a successful planning process by identifying and engaging key stakeholders, forming a representative Community Steering Committee, and building a shared understanding of the project context, goals, and timeline.



Task 1.1 – Form Steering Committee: The consultant will identify potential Community Steering Committee members (key community leaders both formal and informal) and coordinate with the City for an initial list prior to potential member outreach. The Steering Committee will be approximately 10 to 15 members of community leaders and City staff. Once an initial list is assembled, the consultant will begin outreach to determine their interest/availability in participating. This task includes initial outreach (phone calls and 1-on-1 meetings to establish independence from the I-80 project and lines of communication).

Task 1.2 – Steering Committee Kickoff and Site Visit: The consultant will hold one in-person project introduction meeting with the identified Steering Committee at a local venue within the community area. The meeting will include a presentation introducing the project background, objectives, and scope of work. Following the presentation, the consultant will lead a two-hour bus/walking tour of the project area to familiarize the Steering Committee with the site and discuss key observations, challenges, and opportunities.

Task 1.3 – Review Existing Plans: The consultant will review existing surveys completed by IDOT and the City, summaries from the four I-80 NEPA community partner meetings previously held by IDOT, and existing long-range plans from the State, MPO, and City for the area to determine a draft vision and draft goals. Consultant will ensure that the Community Plan development coincides with existing plans and ongoing comprehensive plan development.

Task 1.4 – S.W.O.T. Workshop: The consultant will conduct a 2-hour in-person workshop with City staff to identify Strengths, Weaknesses, Opportunities, and Threats (SWOT) based on the project's previously completed community outreach. A meeting summary and SWOT log will be prepared by the consultant team. The SWOT log will be used throughout the project to guide project activities and coordination and will be revisited at project status meetings with the City.

Task 1.5 – Industry Research: The consultant will research up to three previously implemented mitigation efforts related to major infrastructure projects such as interstate bridge reconstruction, realignment, and relocation projects. The CTA Red Line Extension will also be considered as a candidate research project. Consultant will identify applicable best practices and other community plan aspects

and references that may aid in improving outcomes for the JCP.

Task 1.6 – Steering Committee Meeting #2: The consultant will facilitate a virtual meeting with the Steering Committee and City to present examples of tactical urbanism projects relevant to the JCP. The purpose of the meeting is to expose the Steering Committee to best practices, inspire ideas, and facilitate discussions on how similar strategies could be applied within the project area.

Task 1.7 – Vision and Goals: The consultant will organize and hold virtual Steering Committee Meeting #3 with the purpose of collaboratively developing a draft vision and goals for the Community Plan. The vision statement and goals will serve as a guide for the remainder of the community plan development. Consultant will develop a three-page stakeholder involvement plan which will be updated after each Steering Committee meeting. The SIP will be a working document and will be made available to the Steering Committee as a PDF hosted on the City website. Edits to the document will be made after each Steering Committee meeting as necessary.

Task 1.8 – Coordinate with Preservation Futures on Historic Preservation: The consultant will engage Preservation Futures to assist with documenting the history and evolution of the Joliet Des Plaines River Bridge community. Preservation Futures will focus on gathering oral histories and researching key historic resources that contribute to the area's sense of place and identity. The consultant will coordinate with Preservation Futures to ensure the historic preservation resource documentation effort aligns with and supports the overall goals of the community plan.

City Staff Responsibilities:

- Review and provide feedback on deliverables
- Assist in identifying potential Steering Committee members
- Assist in facilitating Steering Committee meetings

Deliverables and Associated Municipal review timeframes:

- Stakeholder Involvement Plan (2-week review)

Task 2 – Community Needs and Prioritization

City, consultant team, and Steering Committee to hold a Community Meeting to determine the community’s capital investment needs. The focus will be on improvements to connectivity and improving community cohesion and identity. In this task, the consultant will engage the broader community to introduce the project, gather input on needs and priorities, and begin to build consensus around the vision and goals for the plan. In addition, Task 2 includes the prioritization of the needs based on technical evaluation criteria and community input.

Task 2.1 – Community Meeting #1: The consultant will host an in-person community meeting within the study area facilitated by the Steering Committee and select members from the City and consultant. The consultant will send postcard and email invites using the mailing list developed for the I-80 EJ outreach effort. The consultant will provide a meeting summary. The meeting purpose and desired outcomes include:

- Pre-meeting survey via postcards and SurveyMonkey
- Introduce the project and its purpose, including project background
- Present ideas that have been implemented as part of other mitigation projects
- Confirm vision and goals for the community plan and project area
- Brainstorm community capital investment needs
- Discuss identified needs within the realm of opportunities and challenges, using vision and goals to steer

Task 2.2 – Consider Improvements to Connectivity and Community Cohesion: The consultant team will review the improvements that the community identified as important during the course of the I-80 NEPA study’s four community partner meetings that IDOT conducted related to the impacts caused by I-80 bridge realignment. Those improvements include:

- Shared-use path connecting Varnado Park to the residential neighborhood south of the existing I-80, including pedestrian lighting
- Traffic calming measures along Water Street from Davis Street to McDonough Street, as determined through the community planning effort

- No truck traffic signage on local roadways within the community as determined through Community planning effort
- Commemorative plaque or other designation as determined through the Community planning effort in honor of Reverend Varnado in Varnado Park
- Other improvements as identified in earlier tasks

Task 2.3 – Develop List of Prioritized Needs: Based on technical evaluation criteria and stakeholder consensus on needs aligning with goals established in Tasks 2.1 and 2.2., the consultant will hold virtual Steering Committee Meeting #4 and facilitate discussion to prepare a list of needs and assign a level of priority to each need. During the meeting, the consultant team and Steering Committee will jointly prepare a list of short-term and long-term improvements based on the evaluation of needs. Both lists will be presented at a future Community Meeting for final confirmation.

Task 2.4 – Coordinate with Preservation Futures on Historic Preservation: The consultant will engage Preservation Futures to assist with documenting the history and evolution of the Joliet Des Plaines River Bridge community. Preservation Futures will focus on gathering oral histories and researching key historic resources that contribute to the area's sense of place and identity. The consultant will coordinate with Preservation Futures to ensure the historic preservation resource documentation effort aligns with and supports the overall goals of the community plan.

City Staff Responsibilities:

- Review and provide feedback on deliverables
- Assist in facilitating Steering Committee meetings
- Assist in facilitating Community Meeting #1

Deliverables and Associated Municipal review timeframes:

- Community Meeting #1 summary (2-week review)
- List of prioritized needs (2-week review)

Task 3 – Capital Improvement Alternatives and Evaluation

Develop conceptual alternatives for capital improvements identified in previous tasks and review existing land use/zoning. The consultant will coordinate with up to three (3) interested local agencies and vet the alternatives through the City and an additional community meeting. The focus of this task is to develop and evaluate potential redevelopment alternatives for the project area, informed by the community's vision, needs, and priorities. To build excitement and test ideas, consultant will engage the community in a hands-on tactical urbanism pilot project that demonstrates the potential for positive change.

Task 3.1 – Parcel Review and Classification: The consultant will review and classify parcels within the project area, including those left vacant by the I-80 project. This review will help inform the development of capital improvement alternatives.

Task 3.2 – Based on the Parcel Review and the Capital Improvements Identified in Task 2: The consultant will produce two to three conceptual alternatives for each improvement. These alternatives will include basic layouts, materials, and design elements. This task will also incorporate corridor enhancement options for parcels along Chicago Street (IL 53 / 52), McDonough Street (US RT 6 /52), and Railroad Street, considering which corridor is most viable and beneficial for improvements.

Task 3.3 – Review Existing Land Use/Zoning: The consultant will review existing land use/zoning and identify potential changes needed to support the proposed capital improvements and potential development opportunities.

Task 3.4 – Prepare a List of Short- and Long-Term Implementation Strategies: This involves creating strategies for both immediate and future implementation based on the assessment of capital improvement options.

Task 3.5 – Coordinate Individually with Local Agencies (i.e. Joliet Park District, Joliet Housing Authority, etc.): Consultant will engage with up to three (3) local agencies via separate conference calls and will prepare minutes to be shared with the Steering Committee and the City.

Task 3.6 – Analyze Land Ownership Transfer Process: The consultant will meet with IDOT to understand the process for transferring land ownership from state to local control. Consultant will document this process and communicate it to the City, providing guidance on necessary steps for implementing capital improvements on transferred land.

Task 3.7 – Evaluate Draft List of Improvements with City: Consultant to work with the City and other identified organizations or agencies to evaluate the capital improvement proposal alternatives in terms of costs and implementation strategies for purposes of assessing feasibility and implementation challenges and opportunities.

Task 3.8 – Propose a Tactical Urbanism Pilot Project: In conjunction with the Steering Committee and the City, we aim to physically demonstrate the transformation of a proposed capital project in an infill or underutilized area. Any sites considered for tactical urbanism pilot must be publicly owned and cleared of any environmental issues. This effort would be limited to \$80,000 for all costs including planning, design, coordination, execution and clean-up. The preliminary list of potential projects will include the sites identified in Task 2.2.

City Staff Responsibilities:

- Review and provide feedback on deliverables
- Assist in coordinating with local agencies as needed
- Assist in facilitating Steering Committee meetings

Deliverables and Associated Municipal review timeframes:

- Parcel review and classification (2-week review)
- Conceptual Alternatives for Capital Improvements (2-week review)
- Short- and Long-term Implementation Strategies (2-week review)

Task 4 – Community Consensus

In this task, consultant will bring the community together to review the redevelopment alternatives, build consensus around a preferred approach, and prioritize short-term and long-term improvements. Consultant will work to find common ground and develop a plan that balances community needs with implementation feasibility.

Task 4.1 – Steering Committee Meeting #5: The consultant will facilitate a virtual meeting with Steering Committee and City to present options for capital improvements and confirm tactical urbanism pilot project. Discussions will focus on community priorities relative to addressing impacts.

Task 4.2 – Perform Tactical Urbanism Pilot Project: This project will be identified during Task 4.1 and potentially serve to help inform the JCP final recommendation. Please reference task 3.8 for level of effort and cost stipulations.

Task 4.3 – Community Meeting #2: Consultant to facilitate virtual Community Meeting #2 with primary intents being:

- Community Plan general update
- Share and take comment on prioritization of needs
- Discuss pilot performance
- Share capital improvement alternatives and collect feedback on preferred alternatives
- Share short-term and long-term improvements for the project area and collect feedback

City Staff Responsibilities:

- Review and provide feedback on deliverables
- Assist in facilitating Steering Committee meetings
- Assist in facilitating Community Meeting #2

Deliverables and Associated Municipal review timeframes:

- Steering Committee Meeting Summary (2-week review)
- Community Meeting #2 Summary (2-week review)

Task 5 – Cost Estimate and Implementation Plan

Consultant team to produce planning-level cost estimates for up to five (5) capital improvements, along with breakout estimates for short- and long-term improvements. Long-term maintenance costs will be estimated for City decision-making purposes.

Task 5.1 – Complete a Planning Level Cost Estimate with Contingency: For up to five (5) capital improvements. Estimates will be high-level and will not include quantities and unit costs but rather identify qualitative means for cost estimating such as similar recent project bid amounts and other programmatic cost estimating methodologies. Cost estimates will include construction cost, engineering,

right-of-way, and long-term maintenance costs. An implementation plan and high-level schedule will be provided by consultant for each of the considered (up to five) capital improvements as identified in Task 4.

Task 5.2 – Review and Update Cost Estimates and Implementation Plan with City and IDOT:

Using the IDOT capital funding commitment as the primary fiscal constraint, the consultant will adjust the proposed program and deliver final program recommendation of capital improvements based on meeting discussion.

City Staff Responsibilities:

- Review and provide feedback on deliverables
- Assist in facilitating Steering Committee meetings

Deliverables and Associated Municipal review timeframes:

- Planning Level Cost Estimates for Capital Improvements (2-week review)
- Implementation Plan and Schedule (2-week review)

Task 6 – Recommendations and Draft Community Plan

Task 6 involves presenting the final recommendations to the community and the draft community plan. The purpose of this task is to translate the community's vision, priorities, and preferred alternative into a compelling and actionable draft plan. Consultant will work closely with the Steering Committee to refine the plan components and ensure alignment with community goals and implementation capacity.

Task 6.1 – Develop a draft plan: The consultant will draft an annotated outline of plan contents for City review, comment, and approval. One set of edits and a virtual meeting to discuss the edits in detail is included in this scope. Upon an approved outline, the consultant team will assemble a draft plan utilizing data collection, analyses, public input, cost estimates from Tasks 1 through 5, and present plan recommendations for Community Plan capital improvements to the City.

Task 6.2 – Present Draft Plan and Historic Preservation Report to City and Steering Committee Meeting #6: Submit to City for review and comment. One set of comments will be taken and addressed, and a disposition will be provided to the City.

Task 6.3 – Community Meeting #3: Consultant to facilitate virtual Community Meeting #3 to present final recommendations to community.

City Staff Responsibilities:

- Review and provide feedback on deliverables
- Assist in facilitating Steering Committee meetings
- Assist in facilitating Community Meeting #3

Deliverables and Associated Municipal review timeframes:

- Annotated Outline of Plan (2-week review)
- Draft Community Plan (2-week review)
- Community Meeting #3 Summary (2-week review)

Task 7 – Final Community Plan

Finalize Plan and coordination with State DOT on next steps with short-term and long-term improvement implementation funding

Task 7.1 – Address City and Steering Committee Plan

Comments: The consultant will respond to comments on the draft plan, amends report as necessary, generate a disposition to comments, and finalize Community Plan.

Task 7.2 – Coordinate with IDOT on Next Steps for Implementation Funding:

The consultant to set up meeting with IDOT to discuss implementation of capital improvements.

Task 7.3 – Steering Committee Meeting #7:

The consultant will host a virtual meeting with Steering Committee to present next steps.

City Staff Responsibilities:

- Review and provide feedback on deliverables
- Assist in facilitating Steering Committee meetings
- Participate in the meeting with IDOT to discuss implementation funding

Deliverables and Associated Municipal review timeframes:

- Final Community Plan

Task 8 – Administration and QC/QA

Task 8.1 – Administration: The consultant Project Manager and Lead Planner will coordinate all communications and facilitate meetings, documentation, and delivery of the above-described tasks through regular communications with City of Joliet and subconsultants as well as the management and documentation of all tasks, billing, budget, and schedule management. The subconsultant will also perform project administration.

Task 8.2 – QC/QA: The consultant QC/QA lead will coordinate quality checking of deliverables and activities. The subconsultants will also perform QC/QA relative to their tasks.



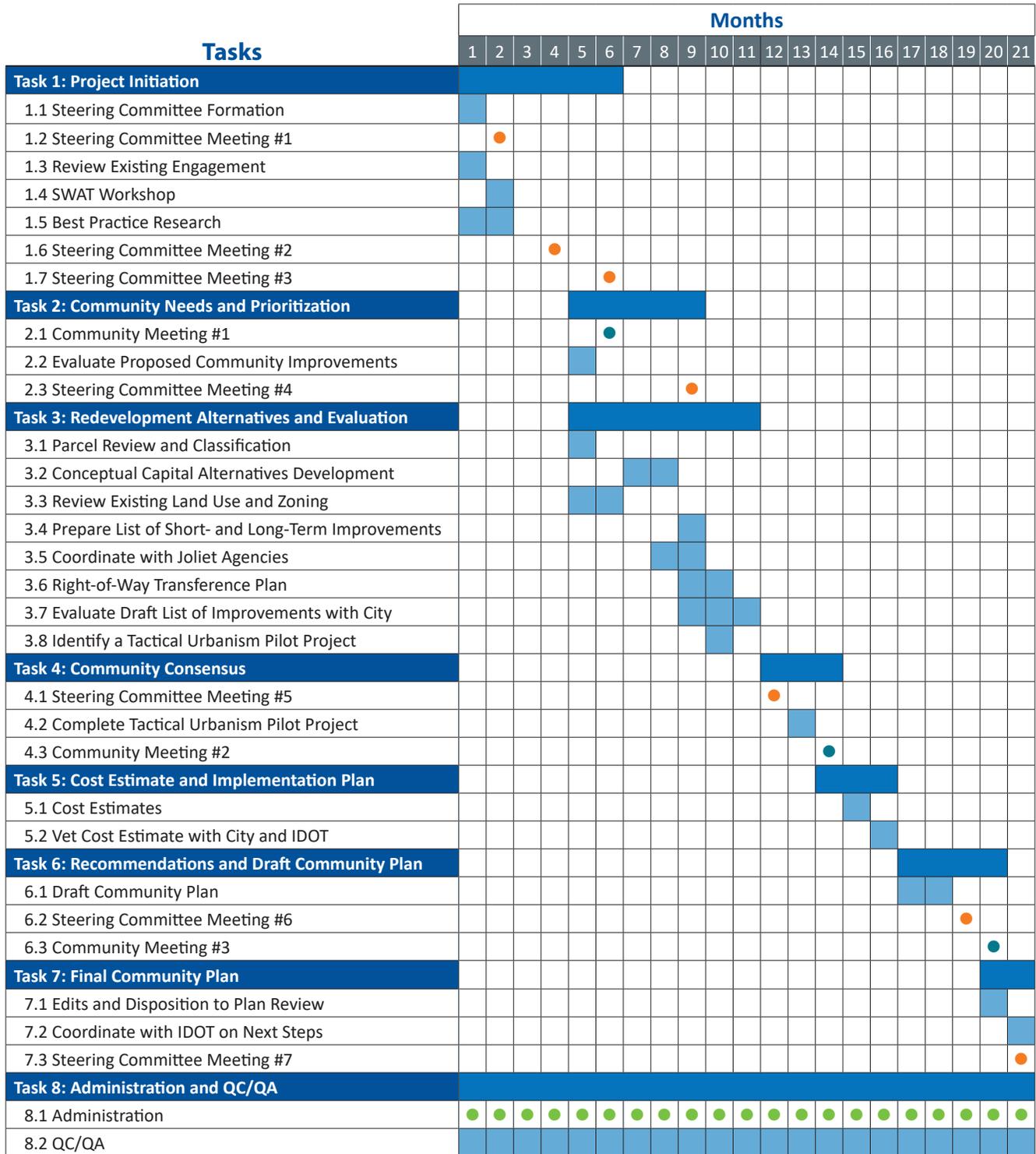
SECTION 2

Project Timeline



Project Timeline

Monthly Coordination Meeting ● Committee Meeting ● Community Meeting ●

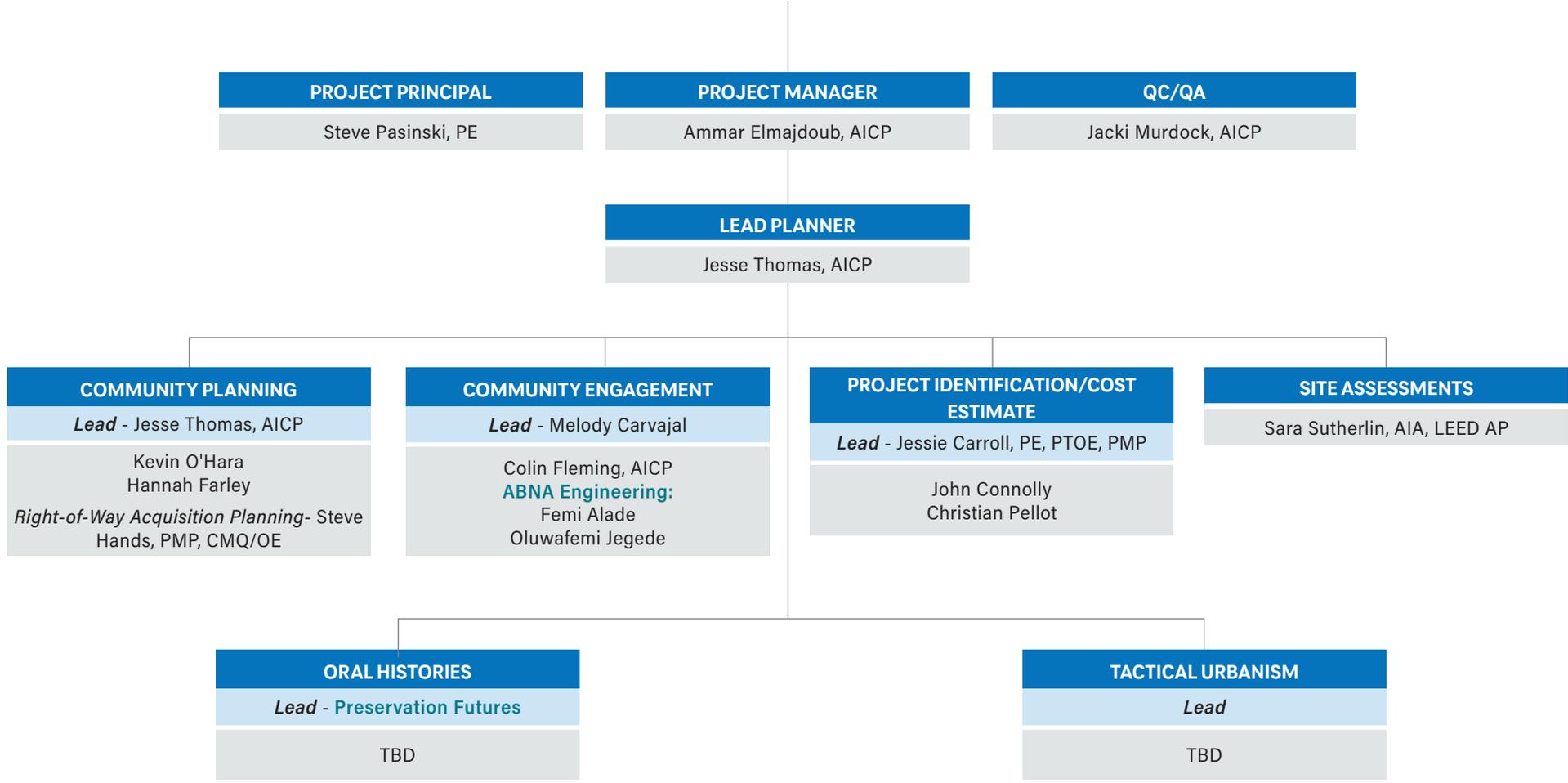




SECTION 3
Project Team



Project Team





SECTION 4
Project Fee



Project Fee

	Total Hours by Task	CDM Smith													Direct Costs				Total Fee by Task
		Steve Pasinski Project Principal	Ammar Elmajdoub Project Manager	Jesse Thomas Lead Planner & Community Planning Lead	Jacki Murdock QC/QA	Melody Carvajal Community Engagement Lead	Jessie Carroll Project Identification / Cost Estimate Lead	Sarah Sutherlin Site Assessments Lead	Kevin O'Hara Community Planning	Hanna Farley Community Planning	Colin Fleming Community Engagement	Steve Hands Land Use	John Connelly Project Identification / Cost Estimate	Patricia Crumpton Admin Support	ODC	ABNA Community Engagement	Tactical Urbanism	Preservation Futures Oral Histories	
Staff Rates		\$310.00	\$155.00	\$130.00	\$180.00	\$155.00	\$240.00	\$200.00	\$100.00	\$95.00	\$200.00	\$250.00	\$95.00	\$90.00	\$12,500	\$30,308	\$80,000	\$20,000	
Hours		52	299	356	28	252	118	56	120	143	76	20	92	24					
Task 1: Project Initiation	301	14	50	78	0	76	0	0	16	37	30	0	0	0					\$62,633
1.1 Steering Committee Formation	48		4	4		40													\$6,750
1.2 Steering Committee Meeting #1	119	6	20	24		20			16	17	16				\$1,500				\$6,658
1.3 Review Existing Engagement	8		2	2		2					2								
1.4 SWOT Workshop	20	4	4	4		4					4								
1.5 Best Practice Research	12		2	10															
1.6 Steering Committee Meeting #2	56	4	10	14		10				10	8				\$2,000				\$300
1.7 Steering Committee Meeting #3	38		8	20						10									\$300
Task 2: Community Needs and Prioritization	222	4	42	30	0	52	4	0	40	40	10	0	0	0					\$44,770
2.1 Community Meeting #1	176	2	28	18		40			40	40	8				\$5,000				\$9,000
2.2 Evaluate Proposed Community Improvements	8	2	2				4												
2.3 Steering Committee Meeting #4	38		12	12		12					2								\$300
Task 3: Redevelopment Alternatives and Evaluation	304	14	23	63	0	14	64	32	32	2	0	20	40	0					\$132,215
3.1 Parcel Review and Classification	16		1	3					12										
3.2 Conceptual Capital Alternatives Development	144	8	4	12			40	20	20				40						
3.3 Review Existing Land Use and Zoning	4			2						2									
3.4 Prepare List of Short- and Long-Term Improvements	16		2	2			12												
3.5 Coordinate with Joliet Agencies	16		2	12		2													
3.6 Right-of-Way Transference Plan	44		2	10		12						20							
3.7 Evaluate Draft List of Improvements with City	16		6	10															
3.8 Identify a Tactical Urbanism Pilot Project	48	6	6	12			12	12											\$80,000

Project Fee

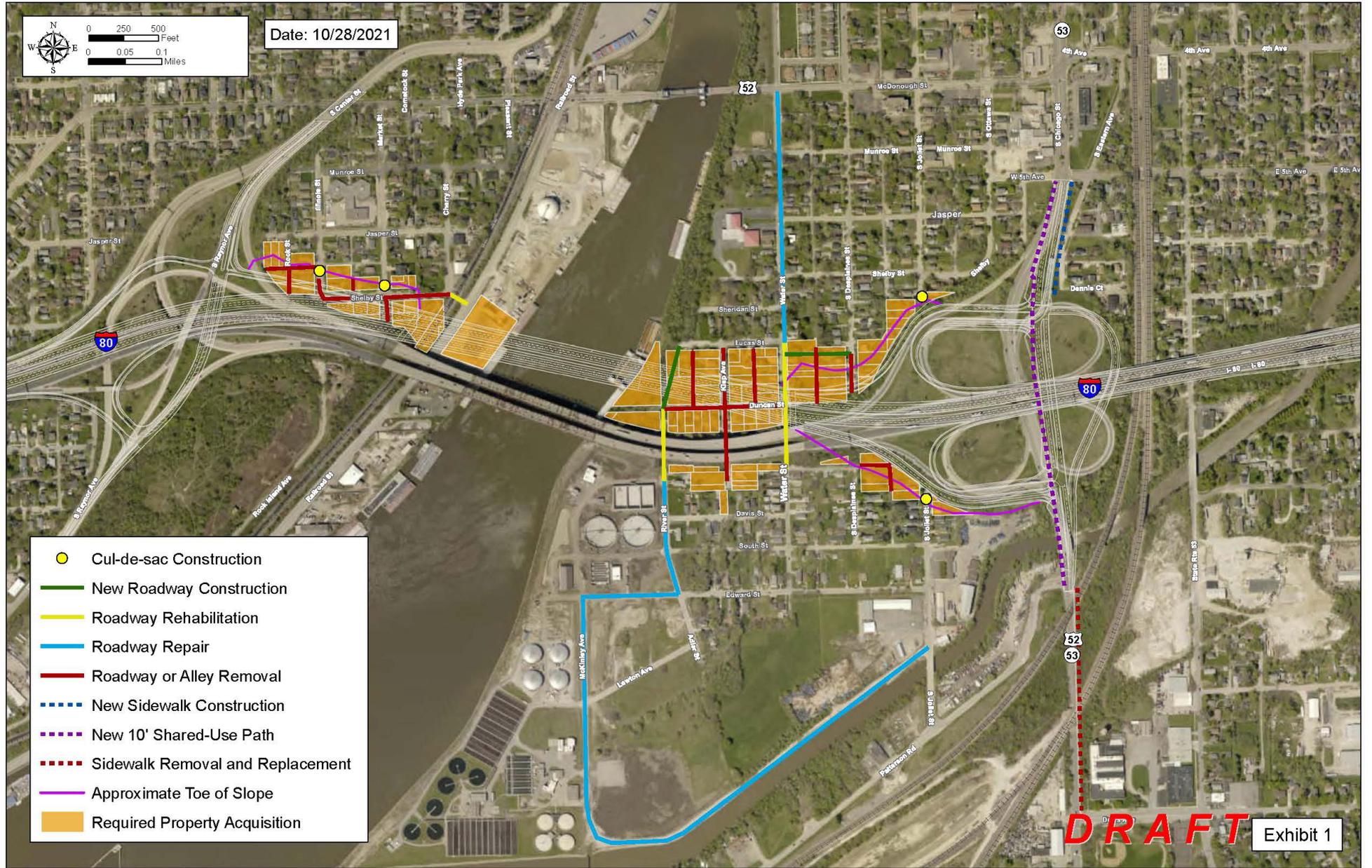
	Total Hours by Task	CDM Smith													Direct Costs				Total Fee by Task
		Steve Pasinski Project Principal	Ammar Elmajdoub Project Manager	Jesse Thomas Lead Planner	Jacki Murdock QC/QA	Melody Carvajal Community Engagement Lead	Jessie Carroll Project Identification / Cost Estimate Lead	Sarah Sutherlin Architecture Lead	Kevin O'Hara Community Planning	Hanna Farley Community Planning	Colin Fleming Community Engagement	Steve Hands Land Use	John Connelly Project Identification / Cost Estimate	Patricia Crompton Admin Support	ODC	ABNA Community Engagement	Tactical Urbanism	Preservation Futures Oral Histories	
Staff Rates		\$310.00	\$155.00	\$130.00	\$180.00	\$155.00	\$240.00	\$200.00	\$100.00	\$95.00	\$200.00	\$250.00	\$95.00	\$90.00	\$12,500	\$38,800	\$80,000	\$20,000	
Task 4: Community Consensus	155	1	24	28	4	36	8	8	16	16	14	0	0	0					\$27,110
4.1 Steering Committee Meeting #5	38		12	12		12					2					\$300			
4.2 Complete Tactical Urbanism Pilot Project	24		4	4			8	8											
4.3 Community Meeting #2	93	1	8	12	4	24			16	16	12				\$1,000	\$2,400			
Task 5: Cost Estimate and Implementation Plan	122	10	16	8	0	0	36	0	0	0	0	0	52	0					\$20,200
5.1 Cost Estimates	80	4	4	8			24						40						
5.2 Vet Cost Estimate with City and IDOT	42	6	12				12						12						
Task 6: Recommendations and Draft Community Plan	269	3	36	92	0	56	0	16	16	32	18	0	0	0					\$42,290
6.1 Draft Community Plan	130	2	20	60		16		16		16									
6.2 Steering Committee Meeting #6	46		8	16		16					6					\$300			
6.3 Community Meeting #3	93	1	8	16		24				16	12				\$1,000	\$2,400			
Task 7: Final Community Plan	92	6	20	32	0	8	6	0	0	16	4	0	0	0					\$14,420
7.1 Edits and Disposition to Plan Review	40		8	16						16									
7.2 Coordinate with IDOT on Next Steps	28	6	8	8			6												
7.3 Steering Committee Meeting #7	24		4	8		8					4					\$300			
Task 8: Administration and QC/QA	171	0	88	25	24	10	0	0	0	0	0	0	0	24					\$48,220
8.1 Administration	51		24	3										24	\$2,000	\$1,300			
8.2 QC/QA	25			1	24														
8.3 Progress Meetings	52		21	21		10													
8.4 Project Kickoff	0																		
8.5 Oral History	0																	\$20,000	
8.6 Subconsultant Management	45		43																
Total Fee																			\$391,858



Attachment A



Property Acquisition Map





Attachment B



