

MEMORANDUM

date: 01.20.2021

from: Lori Cowles

to: Traffic Advisory Committee (TAC)

re: Response to TAC's Review of the Supplemental Traffic Impact Analysis completed 09.01.20 by Bryant Engineering re: Arlington High School

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Cambridge, MA 02139

hmfh.com

TAC's memo WG Supplemental TIA 090120, section 1, indicates numerous Town efforts and with the exception of the traffic signal at Mill Street and Mill Brook, all are beyond the scope of the high school project. The memo also notes previously requested items that were not completed by the Design Team (these are under section 2, items a through e of the memo). Attached I am including the traffic consultant's proposal for the additional services. They have completed the scope of work previously approved. Please see below and/or attached for responses to the additional items requested:

- a) **Clarify the assumptions about how the roadway behind the school would operate in the Build condition.**

See attached site plan diagram titled "Circulation on Driveway".

- b) **Provide information showing that there is sufficient room at the back of the school to accommodate expected drop-off/pick-up, bicycle, and pedestrian activity, and provide information on queuing and delay.**

See attached additional services proposal for this effort.

- c) **Consider how to accommodate drop-off and pick-up activity that will likely occur at the front of the school, including providing an on-site driveway or pull-out along Massachusetts Avenue.**

In front of the school at Massachusetts Avenue is on-street pick-up and drop-off zone inclusive of a striped area for emergency vehicles. The project does not include an on-site driveway at the Massachusetts Avenue side of the school.

- d) **Include a Build condition parking supply/demand analysis to assess the impact of future parking on area roadways.**

See attached additional services proposal for this effort (there is a single proposal for both efforts).

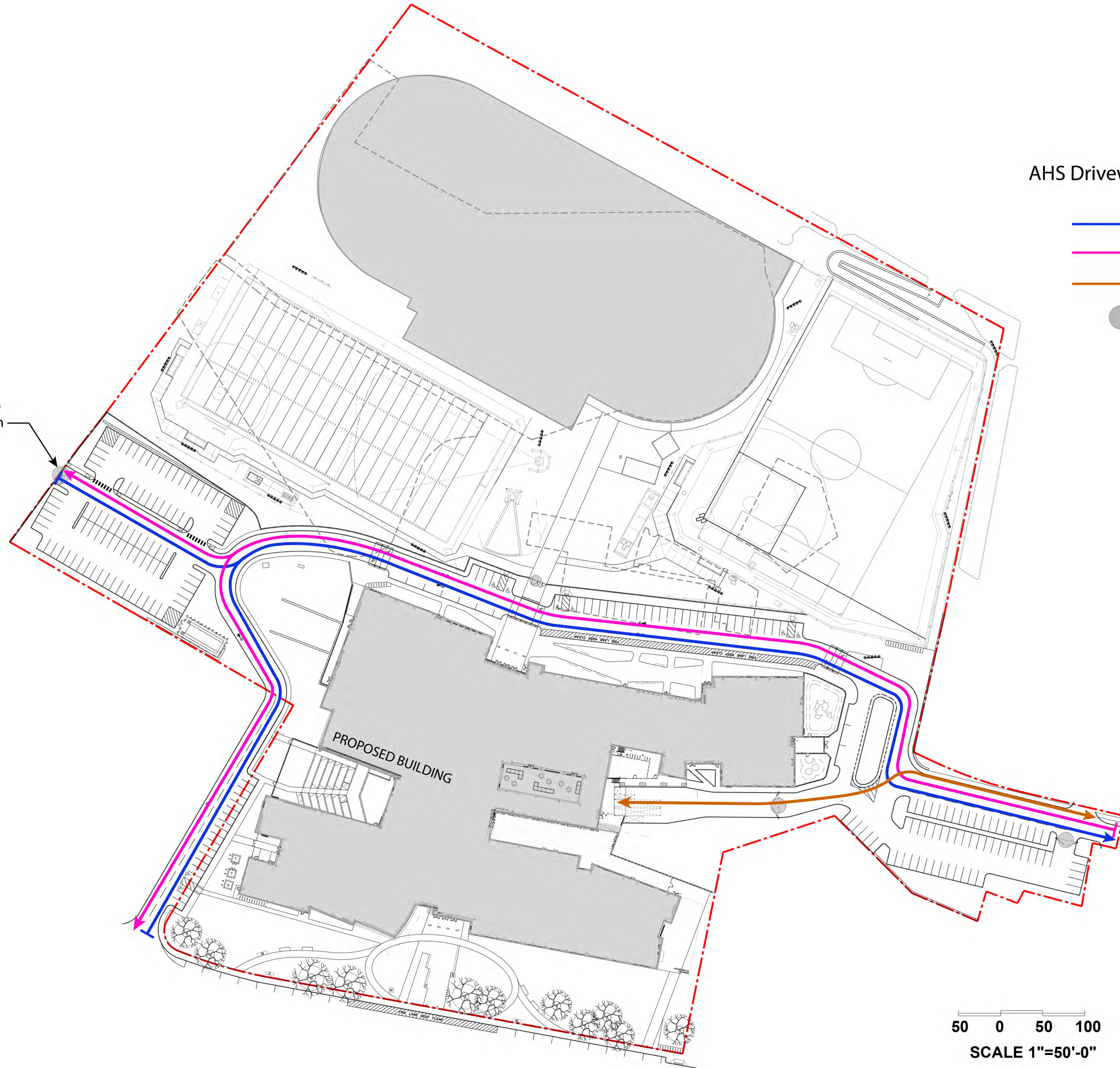
- e) **Provide a plan that shows how pedestrians will access the buildings, circulate between buildings on the campus and connect to sidewalks on Massachusetts Avenue, Mill Street and Grove Street.**

See attached site plan titled "Pedestrian Circulation".

AHS Driveway and Circulation Diagram

- Eastbound / Northbound
- Westbound / Southbound
- Drive at Service Area
- Vehicular Gate

Vehicular Gate to Control Circulation



50 0 50 100
SCALE 1"=50'-0"

December 21, 2020
BAI #M17079MA/218024

Ms. Lori Cowles, AIA CEFP LEED AP
Principal
HMFH Architects
130 Bishop Allen Drive
Cambridge, MA 02139

REFERENCE: *Traffic Impact Analysis – Additional Analysis*
Arlington High School
Massachusetts Avenue
Arlington, Massachusetts

Dear Ms. Cowles:

In accordance with our discussions, Skanska, Bryant Associates, Inc. (Bryant) is pleased to have the opportunity to submit this Proposal and Agreement for Additional Professional Services for the above-referenced project. Outlined herein are the description of your project, our Scope of Services, and the method and basis of compensation for our services.

PROJECT DESCRIPTION

The Town of Arlington is planning to replace the existing Arlington High School buildings, which are located on Massachusetts Avenue in Arlington, MA. As part of the review process, a traffic impact analysis for the site was required for this school project. Subsequent meetings and coordination with the Town's Transportation Advisory Committee (TAC) has identified and requested additional traffic analysis services to be investigated related to the high school site. These tasks are related to requests from the TAC outside of the base contract for the project.

SCOPE OF SERVICES

Basic Services

Task 1 – Review of Back of School Drop-off/Pick-Up Area

1. The TAC requested that information be provided showing that there is sufficient room at the back of the school to accommodate the expected drop-off/pick-up, bicycle, and pedestrian activity, including queueing and delay. Bryant will review the area at the back of the school in regard to the drop-off and pick-up, as well as bicycle and pedestrian accommodations. Review of anticipated on-site queuing at the proposed drop-off/pick-up area will be included.

Task 2 – Parking Analysis

1. The TAC requested that a parking supply/demand analysis for the build condition be provided. Bryant will review the proposed parking supply, as well as the anticipated parking demand. The parking demand will be based on the Mode of Transportation survey that was performed for staff and students in 2018. Due to the on-going pandemic, it is anticipated that current mode usage for the school is not likely to provide accurate results for expected conditions when the new school opens.

Deliverables

Supplemental Letter: An 8 1/2" x 11" letter will be prepared describing the data collection, analysis, and conclusions and recommendations resulting from the additional analysis of the proposed school.

Outside Services

No outside services are anticipated at this time.

Additional Services

Additional services shall include, but not be limited to, attendance at meetings with you and/or attorneys, municipal agencies, departments, or public boards.

SERVICES PROVIDED BY HMFH ARCHITECTS

HMFH Architects will supply available pertinent data, including site plans, current and future student demographics, historic information, building design, etc.

PERIOD OF SERVICE

The time period for performance of the services as set forth in the Scope of Services shall be twenty-eight (28) days from receipt of a written Authorization to Proceed. Additional services may naturally add to the time required to complete the work on the project. Bryant Associates will be entitled to an equitable adjustment in the Period of Service as a result of services added.

BASIS OF COMPENSATION

HMFH Architects shall pay Bryant Associates for services rendered, as described above, a total lump sum fee in the amount of Eight Thousand One Hundred Dollars and Zero Cents (\$8,100.00).

Task 1	\$5,300
Task 2	\$2,800
TOTAL	\$8,100

HMFH Architects shall pay Bryant Associates for additional services rendered beyond the Basic Services an amount based upon accrued time for services rendered by principals and employees



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assigned to the project. Attendance at meetings before public boards or agencies shall be compensated at a rate of \$1,400.00 per meeting.

Bryant Associates reserves the right to renegotiate or adjust the fee accordingly if our Proposal for Services is not accepted within a 90-day period.

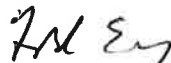
This represents our best judgment at this time as to the effort required to achieve the stated objectives. It should be recognized that, should you change the Scope of Services or corresponding level of effort upon which the proposal is based, an increase in charges may result. You will be notified of any change regarding an increase in charges, and we will not exceed the recommended budget without your approval, nor will we be required to work beyond the approved budget.

ACCEPTANCE

This proposal may be accepted by signing in the appropriate space on the following page and returning a copy to us. Your signing of this letter constitutes your acceptance of all paragraphs included. Please do not hesitate to consult with us concerning any questions about this Agreement.

Thank you for the opportunity to submit this additional work proposal. If you have any questions, please do not hesitate to contact me at (401) 834-1063 or tbrayton@bryant-engrs.com.

Very truly yours,
BRYANT ASSOCIATES, INC.



Todd E. Brayton, PE
Director of Operations – Rhode Island
Transportation Director

TEB:



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This Proposal for Services is hereby accepted and executed by a duly authorized signatory who, by execution hereof, warrants that he/she has full authority to act for, in the name of, and on behalf of HMFH Architects.

AGREED TO BY: HMFH ARCHITECTS

Signature

Date

Printed Name

Title



AHS Pedestrian Circulation Diagram

- Town Sidewalk
- School Sidewalk
- School Entries
- Bikeway Connector
- Sports Complex
- Entry / Exist of Building



Courtyard Area

50 0 50 100
SCALE 1"=50'-0"