



**CITY OF KIRKLAND**  
**City Manager's Office**  
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## **MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Kari Page, Neighborhood Services Coordinator  
Marilynne Beard, Deputy City Manager

**Date:** September 3, 2015

**Subject:** NEIGHBORHOOD SAFETY PROGRAM (NSP) UPDATE

### **RECOMMENDATION:**

Staff is recommending that the City Council receives an update on the 2014 & 2015 Neighborhood Safety Program (NSP) from 2014, 2015, and the proposed process improvements for 2016.

### **BACKGROUND DISCUSSION:**

The City Council authorized the Neighborhood Safety Program as a way to help "reenergize neighborhoods through partnerships on capital project implementation..."

#### **Program Goals:**

- Provide an incentive for neighborhood participation.
- Address safety needs.
- Foster neighborhood self-help and build a sense of community.
- Increase collaboration within a neighborhood, between neighborhoods, and with City government.
- Leverage funding with match contributions and/or other agency grants.
- Collaborate with businesses, schools, Parent Teacher Student Associations (PTSAs), Cascade Bicycle, Feet First, Kirkland Greenways, and other organizations.
- Create an equitable distribution of improvements throughout the City.

**Funding:** With the authorization of the ongoing NSP, the Council identified two funding sources for projects:

1. Streets Levy pedestrian and bicycle safety (\$150,000/year).
2. Walkable Kirkland Initiative (\$200,000/year) 2015 through 2021.

### **STATUS OF PROJECTS:**

After a successful pilot program, the Council authorized the continuation of the NSP indefinitely. In the fall of 2014, neighborhoods started identifying projects for the 2015 Program. In April of 2015, the City Council approved 14 projects identified by the neighborhoods and prioritized by the NSP Panel (Panel) and staff.

Unfortunately, the prospering economy translated into higher bids for these small capital projects. Early this year, the first round of Job Order Contract (JOC) bids were rejected as they all exceeded the project budgets (in some cases doubled or quadrupled the engineering estimates which were based on actual costs in 2013). The decision was made to try the second JOC contractor for some projects and experiment with the Small Works Roster (SWR) for some of the 2015 projects to learn more about the bid market. By July, a second JOC was on board and staff initiated a second round of bids for 4 of the 2014 projects. The bids came in within reason (slightly higher than the estimates but lower than the initial bids) and the contracts have been executed on those projects with anticipated completion in October.

The only other outstanding project for 2014 is the Cross Kirkland Corridor (CKC) trail connection at Forbes Creek Drive. The private property (Resort at Forbes Creek) the proposed trail is located on went on the real estate market last year and the owners were not willing to discuss trail access options at the time. Now that the property is in new hands, the Regional Manager met with City staff to learn more about the project. Although it is early in the negotiations, the goal is to reach agreement and construct the trail between now and the end of the year.

Unlike the JOC process, the SWR requires engineering drawings for each project. In August, an engineering firm was hired to design 5 of the 2015 projects so they can be packaged and bid through the SWR. The schedule for these projects includes Council award in November and a thirty day construction period (with anticipated completion in December 2015 or January 2016). Other 2015 projects are either pending Puget Sound Energy (PSE) lighting and/or work by City crews (after the busy summer construction season). The funding for NSP is based upon a priority system; that is, top priority projects are done before moving down the list to lower priorities. Because of the bid climate, three projects at the bottom of the 2015 priority list are on hold until the higher priority projects. See Attachment A for 2014 project map and Attachment B for 2015 project maps.

2014	Project Description	Bid Method	2015	2016
14NSP01	Rapid Flashing Beacon on NE 132nd Street at 121st Ave NE and turn lane (east to north bound)	JOC		
14NSP02	Rapid Flashing Beacon on Juanita Drive Trail Crossing at NE 137th Street connecting Big Finn Hill Park	Juanita Drive Quick Wins		
14NSP03	Crosswalk and curb along 84th Ave NE from NE 139th Street to NE 141st Street	Complete		
14NSP04	Rapid Flashing Beacon on 132nd Street NE at 105th Ave NE	JOC		
14NSP05	Trail Connection at Forbes Creek Drive and the CKC - between 113th Court NE and 115th Court NE	Pending easement		
14NSP06	Crosswalk markings along 90th Ave NE at NE 134th Street, NE 137th Street, and NE 139th Street	JOC		
14NSP07	Crosswalk markings along NE 145th Street at 84th Ave NE, 88th Ave NE, and 92nd Ave NE	JOC		

2015	Project Description	Bid Method	2015	2016
15NSP01	Stairs from NE 68th Street to the CKC	SWR		
15NSP02	Sidewalk on north side of Kirkland Avenue at 6th Street South	SWR		
15NSP03	Rapid Flashing Beacon on 84th Avenue NE at NE 138th Street crosswalk	SWR		
15NSP04	Stairs and bridge connection from 116th Avenue NE to the CKC	Volunteer Crews		
15NSP05	Improved connection from NE 60th Street to the CKC	City crews PSE		
15NSP06	Rapid Flashing Beacon at crosswalk on 132nd Avenue NE at NE 97th Street	JOC		
15NSP07	Crosswalk improvements on 112th Avenue at NE 68th Street	City crews PSE		
15NSP08	Rapid Flashing Beacon at crosswalk on 132nd Avenue NE at NE 93rd Street	JOC		
15NSP09	Rapid Flashing Beacon on NE 70th Place at 130th Avenue NE	SWR		
15NSP10	Radar speed sign on Juanita Drive (in the vicinity of Woodlands Park)	SWR		
15NSP11	Crosswalk improvements on 7th Avenue S. at 1st Street, 4th Street, and 5th Street	PSE		
15NSP12	Gravel walkway on 100th Avenue NE/NE 110th Street from NE 112th Street to end of sidewalk on NE 110th Street	On hold		
15NSP13	Neighborhood Traffic Control at 13th Avenue and 4th Street	On hold		
15NSP14	Gravel walkway on 98th Avenue NE from NE 110th Street to approximately 180 feet south	On hold		

## **2016 NSP**

**Process:** Each year, the Panel and staff fine-tune the process making the Program more user friendly to yield better projects and stronger neighborhoods each year. The Panel and staff evaluated the Program directly after the process this spring and again through an online survey targeting KAN and Panel members this fall. A majority of the eleven responders said; 1) they feel the NSP has motivated and energized their neighborhood association; 2) the process felt open, transparent, fair and resulted in important safety projects; and 3) the project evaluation criteria was meaningful, easy to understand and reflected the goals of the Program. However, there were suggestions for improvements. The following procedure outlines some of the lessons learned and procedural improvements being proposed for implementation in 2016.

- Suggest a Project Interactive Map: The NSP process begins in the fall with the interactive Suggest a Project Map. Neighborhoods use this tool to input, track and prioritize ideas in their neighborhood. So many requests came in during the last few

years it was difficult for staff to stay up with the tracking and reporting out of the status of these suggestions.

*Process Improvement: For the 2016 process, staff has reviewed all 500 suggestions and categorized them by status:*

- 1) Complete through CIP, NSP, or maintenance.
- 2) Funded and to be complete through CIP, NSP, awarded grants (i.e. Juanita Drive Quick Wins), and maintenance.
- 3) Possible future funding programs include CIP, NSP, Pavement Marking Program, and Neighborhood Traffic Control, etc.
- 4) Low priority and not recommended for funding.
- 5) Other jurisdiction or agencies' responsibility.

*Once finalized, the status of the suggestions will be posted online and updated periodically. This procedural improvement will help neighborhood associations choose projects for NSP and enable requestors to better understand how their suggestion is being addressed.*

- Neighborhood prioritization and project selection: Independently, neighborhood associations review the projects suggested in their area and, in some cases, add additional projects and then prioritize the projects. Over the past two years, the quality of the neighborhoods' project selection and prioritization processes have varied. Some spend several full association meetings going through the process while others compress it into one board meeting.

*Process Improvement: In order to "level the playing field" staff will reach out to all of the neighborhoods, suggest a process and timeline based upon their unique neighborhood meeting schedule, and offer to help facilitate the process. In addition based upon Council direction, staff will work with Totem Lake businesses and residents to identify and prioritize projects in the Totem Lake area so this neighborhood is not left behind.*

- Scoping and cost estimating: Staff experts help scope the projects, recommend the most appropriate solution for the safety concerns, and develop cost estimates. The NSP workshop is a critical step in this process, as it starts the dialogue between City staff and the neighborhoods on each individual project. At the workshop, some projects are dropped, some are adjusted and others are refined. Last year, 17 project ideas were addressed from ten of the thirteen neighborhoods during the 3 hour workshop. Neighborhood project leaders would walk from one staff resource table to the next to get specific questions answered about their projects. In some cases, there was a 10-20 minute wait to speak to a staff person.

*Process Improvement: In order to provide adequate time to understand the complexities of each project and to have a meaningful discussion about potential solutions, staff is recommending that neighborhoods sign up for a specific time slot (45 minutes) with the staff team. This will not only eliminate the waiting some experienced at the workshop and provide better coordination and focus from the staff team.*

*Process Improvement: In order to cut down on requests that do not meet City standards, staff will develop guidelines to be used by the neighborhoods when selecting their potential NSP projects. For example, crosswalks can only be added if they lead to an existing walkway/sidewalk connection.*

- **Project selection:** A Panel with representatives from the city's twelve active neighborhood associations reviews and prioritizes the project proposals. Staff provides a rigorous technical review and score for each project. The two independent rankings are combined to create the final funding recommendation.

*Process Improvement: Although the ranking of projects between the Panel and staff confirmed the reliability of the scoring criteria, improvements can be made to make the criteria easier to use and less redundant. Staff will be working with the Panel and KAN to refine the criteria over the next several months.*

- **Project Implementation:** The bidding climate has significantly stifled the implementation of most of the projects on the list. Through perseverance and determination, on the part of the engineers, the projects are approaching the construction phase. However, many of the 2015 projects have not yet been bid. The table above is an optimistic look if the SWR bids are within reason. If not, the Program will stall again.

*Process Improvement: By later this year, the staff team will have learned a great deal about today's bid environment for small capital projects. The difference between the JOC and SWR will be known and seasonal bid benchmarks will be set. Bids in early spring will be compared with summer and fall prices. By the time projects are to be constructed for 2016, lessons learned will inform future decisions.*

**Timeline:** To identify projects before the summer construction season and develop potential Safe Walk Routes to School grants before the grant deadlines, the Program will start again in the fall of 2015 and is compressed to be finished in early spring. The timeline for the 2016 NSP was as follows:

**Project idea due:** December 1, 2015

**NSP workshop:** January 21, 2016

**Applications available:** January 21, 2016

**Applications due:** No later than February 9, 2016

**Staff technical review:** February 9–March 9, 2016

**Panel review:** March 9, 2016

**Panel decision:** March 23, 2016

**City Council decision:** April 19, 2016

**Projects announced:** By end of April, 2016

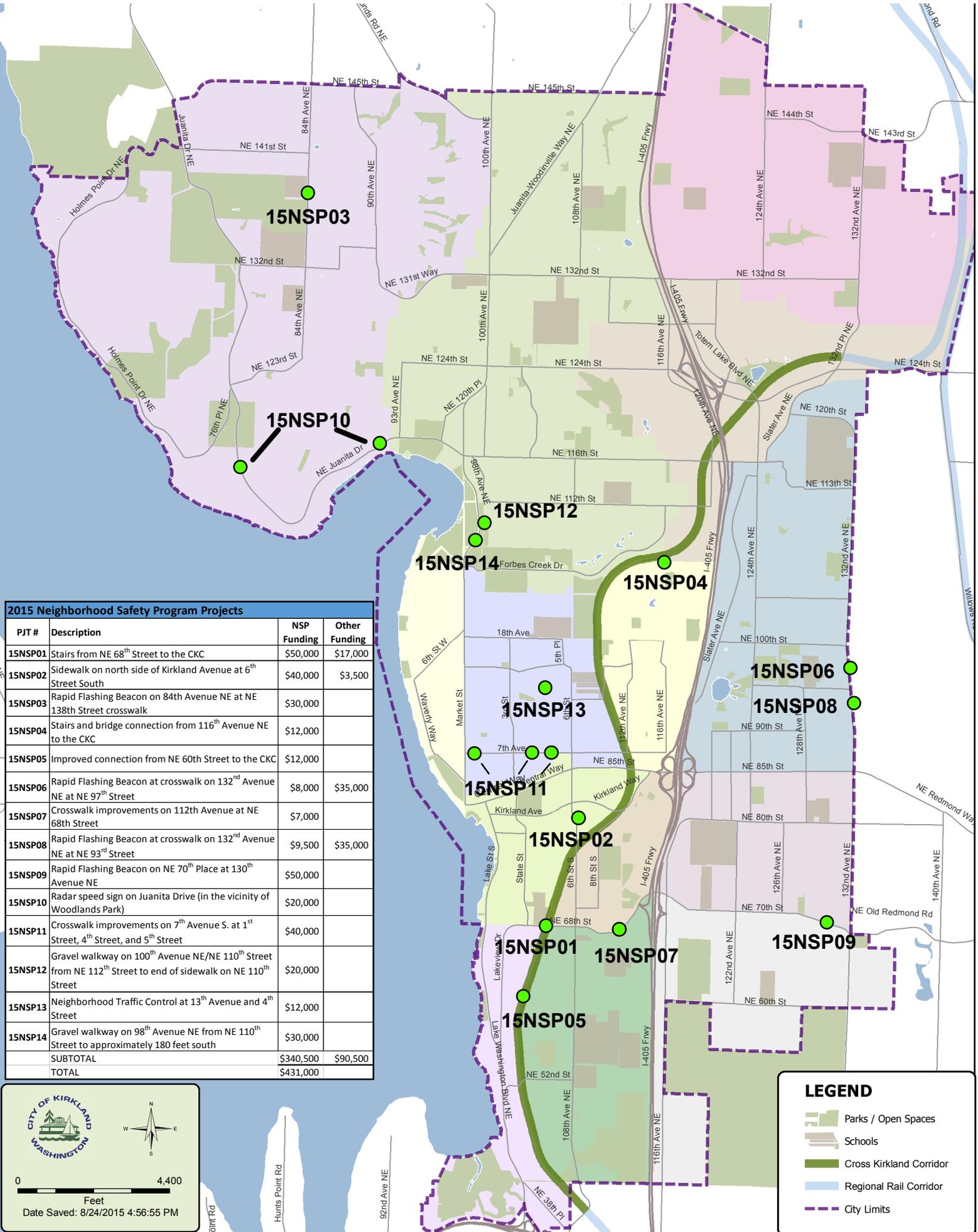
**Projects end:** June 1, 2017

## **CONCLUSION**

Unless the Council has objections or questions or suggestions, staff will continue with the construction of the 2014/2015 projects and implement the process improvements and timelines for 2016.



# 2015 Neighborhood Safety Program Projects



2015 Neighborhood Safety Program Projects			
PJT #	Description	NSP Funding	Other Funding
15NSP01	Stairs from NE 68 <sup>th</sup> Street to the CKC	\$50,000	\$17,000
15NSP02	Sidewalk on north side of Kirkland Avenue at 6 <sup>th</sup> Street South	\$40,000	\$3,500
15NSP03	Rapid Flashing Beacon on 84th Avenue NE at NE 138th Street crosswalk	\$30,000	
15NSP04	Stairs and bridge connection from 116 <sup>th</sup> Avenue NE to the CKC	\$12,000	
15NSP05	Improved connection from NE 60th Street to the CKC	\$12,000	
15NSP06	Rapid Flashing Beacon at crosswalk on 132 <sup>nd</sup> Avenue NE at NE 97 <sup>th</sup> Street	\$8,000	\$35,000
15NSP07	Crosswalk improvements on 112th Avenue at NE 68th Street	\$7,000	
15NSP08	Rapid Flashing Beacon at crosswalk on 132 <sup>nd</sup> Avenue NE at NE 93 <sup>rd</sup> Street	\$9,500	\$35,000
15NSP09	Rapid Flashing Beacon on NE 70 <sup>th</sup> Place at 130 <sup>th</sup> Avenue NE	\$50,000	
15NSP10	Radar speed sign on Juanita Drive (in the vicinity of Woodlands Park)	\$20,000	
15NSP11	Crosswalk improvements on 7 <sup>th</sup> Avenue S. at 1 <sup>st</sup> Street, 4 <sup>th</sup> Street, and 5 <sup>th</sup> Street	\$40,000	
15NSP12	Gravel walkway on 100 <sup>th</sup> Avenue NE/NE 110 <sup>th</sup> Street from NE 112 <sup>th</sup> Street to end of sidewalk on NE 110 <sup>th</sup> Street	\$20,000	
15NSP13	Neighborhood Traffic Control at 13 <sup>th</sup> Avenue and 4 <sup>th</sup> Street	\$12,000	
15NSP14	Gravel walkway on 98 <sup>th</sup> Avenue NE from NE 110 <sup>th</sup> Street to approximately 180 feet south	\$30,000	
SUBTOTAL		\$340,500	\$90,500
TOTAL		\$431,000	

**LEGEND**

- Parks / Open Spaces
- Schools
- Cross Kirkland Corridor
- Regional Rail Corridor
- City Limits

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