



Greenfield Engineering & Planning

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April 6, 2026

Greenfield Redevelopment Development Commission
10 S. State Street
Greenfield, IN 46140

Re: INDOT Corridor Study

Dear Members,

At the February 9, 2026, Redevelopment Development Commission meeting, \$500,000 was added to the budget for an INDOTR Corridor Study.

Staff has facilitated conversations with INDOT and Burgess & Niple, Inc. to develop a scope for the project that will suit INDOT's needs for a project that can provide answers for questions pertaining to appropriate future projects. Jeremy VanVleet, PE, RSP1 is a Traffic Section Director at Burgess & Niple, Inc. and has 18 years of experience working as a transportation planner for INDOT- Greenfield District. The developed scope is attached.

Staff is presenting this to you for your consideration. If acceptable, Staff would like to take this to the Board of Public Works for execution and administration of the contact using the \$500,000 budget. Note that the attached scope represents \$4884,250.00 leaving \$15,750.00 for unanticipated change orders.

A recommended motion to authorize spending \$500,000 from the NED Tax Increment Financing district and allow the Greenfield Board of Public Works and Safety to execute and administer contract with Burgess & Niple, Inc. for the performance of this work.

A handwritten signature in black ink that reads "Glen E. Morrow".

Glen E. Morrow, PE
City Engineer

“ATTACHMENT A”

SERVICE BY ENGINEER

Corridor Study for the City of Greenfield, Indiana

INTRODUCTION

This project will conduct a corridor study for the City of Greenfield with a focus on the US 40 and SR 9 intersection. The western limits of the study area will include CR 200W from New Road/CR 200 N to Davis Road/CR 100 S and the eastern study limits will include CR 600 E from New Road/CR 200 N to Davis Road/CR 100 S. The north and south limits are New Road/CR 200 N as the northern limit and Davis Road/CR 100 S as the southern limit. The study will focus on traffic along US 40 and SR 9 and the volume of traffic, including trucks, on these corridors. Tasks included in the study will include:

- Project Management – Project setup, budgeting, and progress monitoring
- Turning Movement Counts
- Traffic Forecasting
- Replica Data
- Travel Demand Modeling
- Traffic Analysis
- Traffic Safety Analysis
- Conceptual Level Sketches
- Concept Level Cost Estimates
- Preliminary Environmental Analysis
- Stakeholder Engagement
- Engineer’s Report with Appendices

Project Management

The consultant will provide project management activities including project setup, project budgeting and invoicing, and progress monitoring. It is anticipated that monthly progress meetings (virtual) will be held with a duration of an hour during the study. Monthly progress reports will also be provided to the client.

Existing Report Review and Research

The consultant will review previously completed studies for the City of Greenfield and INDOT. The reports will be studied for additional information. Additional research may be required to understand MPO planning studies and goals.

Turning Movement Counts

The consultant will provide up to 25 intersection counts that will be completed for the study. Existing traffic counts from INDOT will be provided for US 40 and SR 9 where counts have been obtained that were completed in 2024 or sooner. New counts will be conducted using Miovision cameras to obtain the count data and Miovision will process the data to provide 24 hour turning movement counts. Included in this task will be travel time for the count technicians to set up and take down the equipment. It is assumed that it will require 6 trips to obtain all the counts.

Traffic Forecasting

The consultant will coordinate with INDOT and the Indianapolis MPO to obtain a growth rate for the study area. The existing traffic counts will be adjusted and forecasted for an open-to-traffic date of 10 years (2036) and 20 years (2056) for the design year analysis.

Replica Data

The consultant will work with the Indianapolis MPO to obtain access to third party Replica data to supplement the ground counts that will be conducted. This will be limited to intersections where ground counts were not obtained.

Travel Demand Modeling

The consultant will bring a subconsultant (Corradino) on to the study for the travel demand modeling. The subconsultant will coordinate with the Indianapolis MPO to obtain their travel demand model to assist in determining origin/destination information. Additionally, the subconsultant will coordinate with the team developing the new interchange at I-70 and CR 200 W and the team that is conducting the tolling study to determine future travel patterns in and around the City of Greenfield. This information will be utilized to complete the traffic analysis of intersections throughout the corridor study. Microsimulation will also be utilized for network operations and to determine travel times.

Traffic Analysis

Analysis will be completed by the consultant for alternatives utilizing HCS, Synchro, and Sidra for the study. The analysis will determine existing intersection operations, a no-build scenario, and build scenarios. Measures of effectiveness will include LOS, Delay, V/C ratio, and queueing. The analysis will be completed for AM and PM peak periods for each of the alternatives for existing traffic volumes and design year traffic volumes. An existing conditions technical memo will be provided for discussion at the second stakeholder engagement meeting.

Traffic Safety Analysis

The consultant will obtain the latest three complete years of traffic data for the county. The crash data will be analyzed with ArcGIS to create heat maps for all crashes, severe injury and fatal crashes, and vulnerable road user crashes. The heat maps will guide the consultant with information regarding locations that need to be studied further if they are a hot spot. Additional analysis such as RoadHAT will be utilized to determine existing performance of hot spot locations.

Conceptual Level Sketches

The consultant will provide conceptual level sketches with line work on existing aerials for proposed improvements. The sketches will not have design level detail but will be laid out in away to verify feasibility of each alternative.

Concept Level Cost Estimates

The consultant will provide high level cost estimates for recommended improvements. The cost estimate will provide line-item costs of larger items and percentages for smaller items in the cost estimate. Additionally, initial thoughts on right of way costs will be established if needed. Cost estimates will also include a 25-30% contingency due to uncertainty at this stage.

Preliminary Environmental Analysis

The consultant will complete a preliminary red flag investigation to determine environmental risks to assist in alternative selection. Through this analysis, the consultant will provide preliminary recommendations regarding the level of environmental documentation required for a future project. This task does not include field work only desktop review is included for the analysis.

Stakeholder Engagement

The consultant will engage with local stakeholders throughout the study. It is anticipated that three (3) stakeholder engagement meetings will be held at different points during the study. Stakeholder meetings will be held at the beginning for a kickoff meeting to understand needs and potential future projects. A second meeting will be held after the existing conditions analysis is complete to discuss operational concerns. The final meeting will take place to share the results of the analysis and the preliminary recommendations from the analysis.

Engineer’s Report with Appendices

The consultant will provide an Engineer’s Report outlining the analysis process and results, near-term and long-term recommendations, and high-level cost estimates will be provided. The Engineer’s report will guide development of future projects as funding becomes available.

PROJECT SCHEDULE

The anticipated notice to proceed is May, 2026. The anticipated schedule of deliverables is as follows:

Submittal	Date
Notice to Proceed	May, 2026
Stakeholder Kickoff Meeting	June, 2026
Existing Condition Analysis	August, 2026
Stakeholder Meeting #2	September, 2026
Alternative Analysis	December, 2026
Stakeholder Meeting #3	January, 2027
Draft Engineer’s Report	March, 2027
Draft Engineer’s Report Review	May, 2027
Final Engineer’s Report	July, 2027

PROJECT COSTS

The fee breakdown for these services will be as follows:

Description	Rounded Fee
Traffic Study	\$484,250.00
TOTAL = \$484,250.00	

It is assumed all services for this project will utilize an hourly not to exceed fee form of agreement.

MATERIALS PROVIDED BY GREENFIELD AND INDOT

Existing study information

ARIES Crash Data

Traffic Count Data (Any existing turning movement counts 2024 or newer)

Shapefiles from GIS

CONCLUSION

Burgess & Niple, Inc. will commence work after execution of the contract and receive written notice to proceed from the City of Greenfield.

"ATTACHMENT B"

KEY STAFF AND SUBCONTRACTORS OF ENGINEER

ENGINEER shall include all subcontractors on "Attachment B". ENGINEER may not remove or otherwise substitute subcontractors indicated on "Attachment B" without consent of OWNER. A failure by ENGINEER to provide the subcontractors as required by this Article shall be considered a material breach of the Agreement.

ENGINEER:

- Project Manager – Jeremy VanVleet, PE, RSP₁
- Lead Engineering – Micah Reynolds, PE, RSP₂₁

SUBCONTRACTOR:

- Lead Travel Demand Modeler – Johnny Han, PhD, PE (Corradino)

"ATTACHMENT C"

KEY STAFF OF OWNER

City of Greenfield
Department of Engineering
10 S. State Street
Greenfield, Indiana 46140

Glen Morrow, City Engineer - (317) 325-1322

"ATTACHMENT D"

SCHEDULE

The anticipated schedule for the project is shown below:

Submittal	Date
Notice to Proceed	May, 2026
Stakeholder Kickoff Meeting	June, 2026
Existing Condition Analysis	August, 2026
Stakeholder Meeting #2	September, 2026
Alternative Analysis	December, 2026
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Draft Engineer's Report	March, 2027
Draft Engineer's Report Review	May, 2027
Final Engineer's Report	July, 2027

"ATTACHMENT E"

MEDIATION PROCESS

1. Purpose of Mediation. This clause provides for the use of Mediation as an alternative means of resolving disputes which may arise under this Agreement. Mediation allows parties to make an educated assessment of their respective cases, and then engage in a negotiated settlement discussion. Such a procedure can save both parties valuable time, resources, and legal costs. Should Mediation be utilized, a Mediation Agreement shall be drafted and adopted which will set forth the governing procedures and terms.
2. When to Invoke Mediation. If a dispute arises under the Agreement, either party may invoke this Mediation clause which will compel participation in Mediation for the purpose of resolving the dispute, provided all of the following conditions have been fulfilled:
 - a. The amount in controversy exceeds **Ten Thousand and 00/100 Dollars (\$10,000.00)**, or other such amount as may be agreed to by the parties in writing, such amount having been determined by both parties as being the minimum disputed claim to justify use of the Mediation procedure;
 - b. Personnel from each party who were directly involved in the dispute at the operational level met and discussed the claim in good faith, but were unable to resolve the matter. The personnel of each party shall prepare and forward to the persons identified in the subparagraph 2(c) memorandum detailing the areas of dispute, why impasse was reached and that it is beyond their ability to resolve the dispute;
 - c. After complying with the subparagraph above, personnel from each party at a higher management level who were not directly involved in the dispute met and discussed the claim in good faith, but were unable to resolve the matter. The personnel of each party shall prepare and forward to the persons identified in paragraph 3 a memorandum detailing the areas of dispute, why impasse was reached and that it is beyond their ability to resolve the dispute; and
 - d. Written notice was given to the other party stating that the above subparagraphs were complied with, and that the Mediation procedure is being invoked for the purpose of resolving the dispute.
3. Notice of Mediation. Notice of Mediation shall identify the dispute at issue and designate an executive officer or other management official who will represent the party at the proceeding. The designated official must possess the authority to settle the matter and have not been involved in the underlying facts in dispute.

4. Response to Notice of Mediation. Within ten (10) business days, the other party shall designate an appropriate official with authority to settle the dispute who will be its representative at the Mediation.
5. Scheduling. No later than thirty (30) days from the date of the notice of the Mediation, the parties' designated representatives and/or their attorneys shall meet to discuss the following:
 - a. Settlement status of the dispute;
 - b. Schedule by which drafts of a Mediation Agreement are to be submitted, and a date by which the Mediation Agreement will be finalized;
 - c. Schedule for Mediation discovery and other preparatory matters the parties deem necessary;
 - d. Whether a neutral advisor shall be employed in the Mediation and, if so, by what means he shall be selected; and
 - e. Time, place, and schedule of the Mediation.

The Mediation Agreement will be finalized and executed by both parties no later than sixty (60) days after the notice of the Mediation. The Mediation will be held within one hundred twenty (120) days after the notice of the Mediation unless extended by mutual consent of the parties.

6. Mediation as Condition Precedent to Arbitration or Litigation. Submission of a dispute under this Agreement to a Mediation procedure shall be a condition precedent to filing arbitration or litigation on any dispute exceeding the amount specified above. Failure to comply with this condition precedent shall be in contravention of the parties' express intention to implement this alternative means of dispute resolution and constitute a breach of this clause.
7. Refusal to Participate in Mediation. Refusal of a party to participate in mediation in good faith shall not be established unless:
 - a. All of the specified conditions set forth in paragraph 2 herein have been fulfilled;
 - b. Thirty (30) days have lapsed since initial written notice of the Mediation was given without an affirmative response; and
 - c. Refusal to participate in the Mediation shall be in contravention of the parties' express intention to implement this alternative means of dispute resolution and constitutes a breach of this clause.

8. Filing Arbitration or Litigation. No litigation or arbitration or any other binding action shall be initiated by either party unless:
- a. The amount in controversy is less than or equal to the amount specified paragraph 2 above;
 - b. Despite compliance with this Mediation clause, one party is deemed to have refused (paragraph 7 above) to participate in the Mediation;
 - c. Both parties agree in writing that they intend not to implement the Mediation for the particular dispute in question;
 - d. The Mediation procedure has been completed and thirty (30) days have elapsed since the actual Mediation; or
 - e. Litigation must be filed before the Mediation to comply with the Statute of Limitations on a disputed issue.
9. Dismissal/Stay of Litigation. If one party has filed litigation on a dispute which is otherwise covered by this Mediation clause and which does not meet the exceptions set forth in paragraph 8 herein, the other party may properly seek to dismiss the litigation at its discretion for the purpose of conducting the Mediation as a condition precedent to litigation. If litigation was filed for the purpose set forth in subparagraph 8(e) herein, the filing party shall seek a stay for the purpose of conducting a Mediation. The stay provided for in this Paragraph shall continue for a period of thirty (30) days after completion of the Mediation. The purpose of this thirty (30) day period is to permit the parties full opportunity to discuss settlement.

"ATTACHMENT F"

INFORMATION PROVIDED BY OWNER TO ENGINEER

1. OWNER to provide ENGINEER with the following:
 - Existing study information
 - ARIES Crash Data
 - Traffic Count Data (Any existing turning movement counts 2024 or newer)
 - Shapefiles from GIS
2. Provide an OWNER's Representative with decision-making authority on all inquiries.

ATTACHMENT "G"

COMPENSATION TO ENGINEER

The ENGINEER shall receive compensation for such professional services under Attachment "A" of this Agreement in the amount of a total fee not-to-exceed Four Hundred Eighty-Four Thousand Two Hundred-Fifty Dollars (\$484,250.00), unless an amendment to this Agreement is executed by the parties that increases the maximum amount payable.

Description	Rounded Fee
Project Management	\$19,975.00
Existing Condition Analysis	\$66,710.00
Alternatives Analysis	\$222,970.00
Environmental Analysis	\$32,790.00
Stakeholder Engagement	\$6,620.00
Engineer's Report	\$93,690.00
Direct Costs (Mileage and Traffic Counts)	\$41,495.00
TOTAL =	\$ 484,250.00