

**Memorandum of Agreement  
Between  
Madison Metro Transit, Traffic Engineering, Engineering and Streets  
Dutch Mill Park & Ride Lot Maintenance**

**Background**

In 1984 the City of Madison executed an agreement with the State of Wisconsin to lease lands for the Dutch Mill Park-and-Ride lot as part of its ongoing efforts to seek methods to reduce long-term parking demand and increase the availability of short-term parking in the Central area; and to improve travel conditions in the South Beltline Corridor by encouraging use of high occupancy vehicles including buses, carpools and van pools. The lot has proved extremely popular and in 2012 the Wisconsin Department of Transportation (WDOT) and City entered into an agreement to expand the lot. The agreements between WI-DOT and the City provide for WI-DOT funding the initial construction of these lots and the City assuming maintenance responsibility.

Currently Madison Metro Transit is responsible for coordinating activities required to maintain the lot. Metro no longer wishes to provide maintenance because parking in the lot by Metro passengers is considered a small percentage of those parking there. As such, the required maintenance activities shall be allocated among City Public Works agencies based on the type of service provided by each agency.

Metro has arranged for funding from Bus Passenger Carriers and that funding is in the Madison Metro Budget. Funding provided by the Bus Passenger Carriers will be moved to the City general revenue fund and agencies will be funded based on their costs for the services provided.

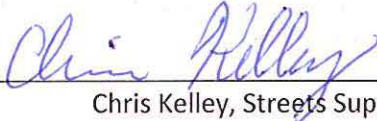
**Agency Maintenance Responsibilities**

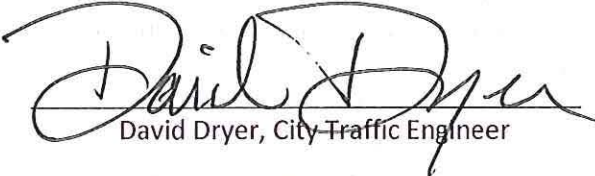
This Memorandum of Agreement between Madison Metro Transit, Traffic Engineering, Engineering and Streets is intended to define each party's responsibilities related to the operation and maintenance of the Dutch Mill Park & Ride site. The Agreement applies to both the original lot constructed in 1984 and the expanded lot constructed in 2012.

1. Madison Metro Transit shall continue to be responsible for coordination and negotiation of agreements with Bus Passenger Carriers using the site to provide funding to offset City's cost of operation and maintenance;
2. Madison Metro Transit shall continue to be responsible for the installation, replacement, removal, maintenance and repair of bus shelters at this site. Such work includes any restoration required as a result of performing such activities;
3. Traffic Engineering shall be responsible for the review and payment of invoices for electric utilities;
4. Traffic Engineering shall be responsible for the review and approval of any signage requests from private bus companies. Traffic Engineering shall consult with all other parties to this agreement to ensure that approval of any such request shall not impede any agency's ability to perform its maintenance responsibilities in an efficient manner.

5. Traffic Engineering shall be responsible for maintenance and repair or replacement of burnt out bulbs and repair or replacement of any damaged or defective poles and appurtenances. Any poles damaged by another agency shall be the responsibility of the agency that damaged the poles less any amount reimbursed through the City's insurance policy. *NOTE: The State is responsible for determining if the lighting system is damaged beyond repair or deteriorated and at the end of its service life and, if so, for replacement at its expense.*
6. Traffic Engineering shall be responsible for all pavement marking including repainting the lines for the parking lot.
7. Streets shall continue to be responsible for providing trash and recyclable containers for use by the public and collecting contents per the established route schedule.
8. Streets shall continue to be responsible for snow removal on Collins Court and the service road.
9. Streets shall be responsible for filling potholes upon request.
10. Engineering shall be responsible for providing landscape maintenance service including bi-weekly mowing of turf, weed control and litter collection.
11. Engineering shall be responsible for maintenance of bioretention and rain garden areas.
12. Engineering shall be responsible for removing snow from parking lot surfaces. Such snow removal services shall be provided during the storm event to maintain access during hours which buses are schedule to provide service to and from the site. Upon conclusion of the snow event Engineering shall clear entire lot and move snow off-site as necessary to maintain availability of parking stalls.
13. Engineering shall be responsible for pavement repairs other than filling potholes which are not the responsibility of WI-DOT.

Madison Metro Transit:  8/11/14  
 Chuck Kamp, Director Date

Streets Division:  8/11/14  
 Chris Kelley, Streets Superintendent Date

Traffic Engineering Division:  8-11-14  
 David Dryer, City Traffic Engineer Date

City Engineering:  8/11/14  
 Robert Phillips, City Engineer Date