

ATTACHMENT A

Project Objectives, Scope of Work and Schedule

Canyon Del Rey Corridor Study

Responsible Parties:

The Transportation Agency for Monterey County (TAMC) is responsible for leading the plan's delivery, coordinating partnership involvement, conducting public outreach, and administering the grant. The cities of Del Rey Oaks and Seaside, as well as Caltrans District 5, are partners in developing this Corridor Study. The consultant or consultant team will be responsible for providing technical assistance, facilitating public outreach and to complete the corridor study.

Project Objectives:

- Advance state and federal transportation goals for improving multi-modal access and connectivity, safety, security, economic vitality and environmental quality, as well as the local Sustainable Communities Strategy.
- Document existing conditions and plans governing improvements in the project area.
- Analyze bicycle and pedestrian needs and confirm infrastructure gaps.
- Engage local residents and regional partners, including Caltrans, the cities of Seaside, Del Rey Oaks, and Monterey in the planning process.
- Collect the data needed to effectively analyze and model congestion, speed, time delay, reliability, air quality, and safety that impact travel along the corridor.
- Identify travel time trends, key locations, and traffic volumes to analyze how traffic in this key transportation corridor impacts safety, operations, maintenance, planning, funding, and project prioritization.
- Evaluate operational and capacity increasing projects that improve travel through the corridor and are affordable within forecasted revenues.
- Recommend conceptual designs for complete street improvements including:
 - Sidewalks
 - Street furniture, lighting and plantings
 - Intersection improvements for safe, accessible pedestrian crossings
 - Bus transit improvements along the corridor
 - Bicycle lanes, paths and/or signage, including connections to existing and planned projects, such as the City of Monterey's North Freemont Street bike and pedestrian improvements and the planned Fort Ord Regional Trail & Greenway
 - Drainage and underground utility improvements, including "Green Street" improvements if feasible.
- Recommend priorities and phasing for implementing improvements.
- Identify potential fund sources for implementation.

Schedule:

The Consultant will develop a delivery schedule with work initiating on October 26, 2017, and ending no later than June 2019.

Scope of Work:

1. Project Management

Task 1.1: Project Kick-off Management

- Coordinate with Transportation Agency staff on an on-going basis throughout all phases of the project. This task also includes ongoing tracking of the consultant’s scope, schedule and budget; ongoing coordination with consultant team members; and preparing monthly invoices and progress reports summarizing work performed and tasks completed
- Guide the progress of consultant staff and closely monitor work assigned to sub-consultants.

Task 1.2: Project Area Review & Kick-off meeting

- Review the goals and objectives of the Caltrans Transportation Concept Report for SR 218 as well as other relevant planning documents.
- Schedule a project kick-off meeting with the selected consultant to review and confirm the scope of work and project schedule, invoicing and reporting requirements, and other project expectations. Deadlines for deliverables will be discussed. Staff from Caltrans and the cities of Del Rey Oaks and Seaside will be invited to attend this meeting.

<u>Task</u>	<u>Deliverable</u>
<i>1.1</i>	<ul style="list-style-type: none"> • Ongoing communication with Transportation Agency staff • Bi-weekly check-in conference calls
<i>1.2</i>	<ul style="list-style-type: none"> • Meeting agenda, presentation materials and minutes for meetings

2. Public Outreach

Corridor maps, corridor visuals, presentation and public materials will be distributed to the public and must be developed in a format that is visually appealing, clear and accessible to non-technical audiences.

Task 2.1: Online Community Engagement

- Create a project website with project information, announcements, and comment box for the public to submit feedback. The website will be a resource for communicating project information and receiving public comments.
- Target outreach to solicit public input from citizens unable to attend community workshops or presentations with an interactive online project forum.

Task 2.2: Stakeholder Meetings

- Meet and work with local boards and councils along the corridor, community groups, and business groups. Solicit feedback from stakeholders.

Task 2.3: Corridor Walking Field Survey

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- Conduct a walking audit of the corridor with TAMC, Caltrans, city staffs and representatives of partner agencies and stakeholder groups.

Task 2.4: Presentation #1 to City Councils (Seaside and Del Rey Oaks) and TAMC Board

- Introduce the corridor study project to the Seaside and Del Rey Oaks city councils, define the scope of the plan, introduce the project website, and solicit feedback from the public about the corridor and the plan. Public comments from these presentations will be used to identify existing corridor multimodal deficiencies, and help define specific plan objectives.

Task 2.5: Community Workshop #1 – Existing Conditions

- A public workshop will be scheduled in consultation with the cities of Seaside and Del Rey Oaks. The purpose of the workshop will be to provide a presentation on the Existing Conditions Report and collect public feedback on issues to consider in developing project alternatives. An announcement will be publicly posted, distributed directly to project stakeholders and posted to the project webpage, along with draft material to be presented at the workshop.

Task 2.6: Community Workshop #2 – Opportunities for Improvements

- Present substantial draft finding of the corridor study to the community and solicit final feedback from the public about the corridor study findings. Public comments will be used to help finalize the Plan’s conclusions and recommendations.

Task 2.7: Presentation #2 to City Councils (Seaside and Del Rey Oaks) and TAMC Board

- Present the corridor study finding to local boards and councils along the corridor, community groups, and business groups.

<u>Task</u>	<u>Deliverable</u>
2.1	<i>Agency website, social media pages, interactive online project forum</i>
2.2	<i>Public outreach materials, meeting notes, and stakeholder feedback.</i>
2.3	<i>Walking audit materials and corridor maps</i>
2.4	<i>Presentation materials, meeting notes, and community feedback.</i>
2.5	<i>Presentation materials, meeting notes, and community feedback.</i>
2.6	<i>Presentation materials, meeting notes, and community feedback.</i>
2.7	<i>Presentation materials, meeting notes, and community feedback.</i>

3. Corridor Travel Analysis

TAMC has recently conducted a State Route 68 Scenic Highway Plan that includes public outreach, traffic modeling, and conceptual improvements. This information can be provided to the Consultant.

Task 3.1: Existing Conditions and Traffic Volumes, Modeling

- Conduct field survey/needs assessment to document existing conditions, multimodal safety audits of intersections, identify opportunities and constraints, and photograph corridor areas.
- Analyze current local and regional travel patterns between the cities in the Monterey Peninsula along the following routes:
 - Canyon del Rey Boulevard (SR 218)
 - SR 68
 - South Boundary Road
 - Fremont Boulevard
 - Del Monte Boulevard
 - General Jim Moore Boulevard
 - SR 1
- Analyze impact of congestion along SR 218, SR 68, South Boundary Rd, Fremont Boulevard, General Jim Moore Boulevard, and SR 1.
- Identify travel time impacts from planned development along the corridor.
- Identify air quality impacts from planned development along the corridor.
- Identify potential for improvements from planned development along the corridor.

Task 3.2: Short-Term and Mid-Term Multimodal Project Improvements Concepts and Layouts

- Analyze impacts of relinquishment.
- Conduct intersection control evaluations for each signalized intersection along the Canyon Del Rey Boulevard corridor.
- Prepare Conceptual Design Alternative Report for public review including design alternatives for focus areas in each study segment, including conceptual cost estimates and phasing opportunities. The design alternatives will address the types of improvements described in the Overall Study Objectives.

Task 3.4: Corridor Travel Simulation

- Develop corridor traffic simulation evaluating alternative project concepts.

Task 3.5: Short-Term and Mid-Term Project Cost Estimates

- Develop cost estimates for alternative project concepts.

Task	Deliverable
3.1	<i>Refined project schedule, meeting agenda, and minutes.</i>
3.2	<i>Regional and sub-regional travel analysis with graphic representations of congestion, draft existing Conditions chapter. Travel time impact analysis, air quality impact analysis, draft development Impact chapter.</i>

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3.3	<i>Relinquishment analysis, intersection control evaluations, impact/benefit analysis of regional improvements, draft short-term and mid-term improvements chapter.</i>
3.4	<i>Corridor traffic simulation evaluating alternative project concepts.</i>
3.5	<i>Project cost estimates.</i>

4. Wildlife Connectivity Analysis

Task 4.1: Existing Connectivity Analysis

- Identify and map existing connectors, such as bridges, culverts, and drainpipes.
- Analyze road kill and collision data to determine natural wildlife crossings, and frequency and severity of automobile collisions with wildlife.

Task 4.2: Potential Connectivity Enhancements

- Determine potential improvements for existing connectors to be used as wildlife connectors.
- Determine viability of new wildlife connectors along the corridor.

Task	Deliverable
4.1	<i>Map of existing connectors, maps of wildlife collisions.</i>
4.2	<i>Recommendations for wildlife mobility features incorporated into near-term and mid-term corridor improvements. Draft wildlife connectivity chapter with supporting graphics for improved wildlife crossings.</i>

5. Plan Development

Task 5.1: Admin Draft Plan

- Develop an administrative draft Corridor Improvement Plan for internal project partner review that includes chapters on existing conditions, corridor travel analysis, improvement recommendations and implementation strategies.

Task 5.2: Public Draft Plan

- Refine the Admin Draft Plan to prepare a Public Draft Corridor Improvement Plan for public comment and review. The Public Draft will be presented to the city councils of Del Rey Oaks and Seaside, as described in Task 2.7 Presentation #2 to city councils.

Task 5.3: Final Plan for City Councils and TAMC Board Approval

- Prepare Final Plan for acceptance by the Seaside & Del Rey Oaks city councils and the Transportation Agency for Monterey County Board of Directors. The final plan will incorporate public comments received on the draft report.

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Task	Deliverable
<i>5.1</i>	<i>Admin Draft Plan.</i>
<i>5.2</i>	<i>Public Draft Plan.</i>
<i>5.3</i>	<i>Final Corridor Study incorporating public and stakeholder input.</i>