

# ATTACHMENT B

## Draft Scope of Work

### Objective of the project:

The Los Angeles Department of Transportation (DOT) and the Department of City Planning (DCP) propose to develop a Transportation Strategic Plan to provide a functional action plan from 2007 to 2030 to strategically implement, manage and monitor the City's transportation plans, projects and programs. Major elements of the plan include: development of a citywide transportation vision in concert with the General Plan's Transportation Element (or its revision); obstacles to achieving this vision; goals/objectives/strategies to overcome the obstacles and implement the strategies that will achieve the City's vision. The plan will also include a summary of existing conditions, report on constraints between present conditions and future needs, proposals to facilitate work among City departments and recommended transportation improvements to achieve the goals and objectives of the plan.

In addition to a substantial effort by DOT and DCP staff, this project will utilize a consultant to prepare the Transportation Strategic Plan. The consultant will work with a technical advisory committee (TAC) of senior level city staff representing a variety of departments. The consultant's scope of work, as outlined below will be to conduct analyses and stakeholder outreach, formulate the plan, and develop a list of transportation improvements to address the mobility needs of the City of Los Angeles.

### PROPOSED CONSULTANT SCOPE OF WORK (PHASE I)

#### **Task 1**      Project Commencement - Review Objectives and Vision of Plan

- Participate in a Technical Advisory Committee to review the draft vision/objectives document and provide input.
- Conduct literature search of best practices in the development of transportation mobility/accessibility and transportation strategic plans, especially with respect to metrics and measures of effectiveness.
- Review and recommend modifications to transportation policies established in existing City documents, including the Transportation Element.
- Review transportation policies established in applicable regional transportation plans, including the SCAG RTP and Metro LRTP; identify conflicts; and make recommendations to revise regional plans so that they meet City goals.
- Review draft vision/objectives document with respect to defining "success" in relation to the City's mobility/accessibility needs.
- Review other cities' successful Transportation Demand Management strategies; recommend creative and innovative TDM strategies and programs through public-private partnerships to help reduce single occupant vehicle trips.
- Conduct kick-off meeting with TAC.

Product:      Written report presented to the TAC on best practices and related measurements of

effectiveness for each approach; recommended next steps for the scope of work for the proposed plan.

Budget: \$10,000

Schedule: Two months from project commencement

**Task 2 Document Existing Transportation Conditions**

- Coordinate with DCP and LADOT in the preparation of an existing conditions report that will include, but not be limited to:

- \*Transportation condition information for major transportation modes, including streets and highway congestion levels and travel times, bus and rail transit routes ridership and travel times, bicycle lane network, goods movement conditions, facilities and activity.

- \*A discussion of pedestrian activity; tools for measuring pedestrian levels; integrating pedestrian planning and measurement into the strategies to improve mobility and accessibility.

- \*Define a metric to use to determine standards of service. Identification of "deficient" transportation conditions (delay and Level of Service data) in all major transportation modes, including existing bottlenecks, arterials experiencing excessive delays, bus and rail transit gaps, lack of capacity, and goods movement issues.

- \*A brief summary of aviation travel patterns within the City and region.

- \*A brief summary of existing and projected goods movement patterns within the City and region.

- \*A list of major programmed and funded, but yet to be built transportation improvements.

- \*A broad demographic profile of transportation use in the City, and important safety statistics.

- \*Description of land use densities in GIS format in relation to transit stations and transit corridors.

- \*Summary of Congestion Management Plan (CMP) data.

- \*Review of available ATSAC and other transportation data. Prepare an assessment of need for a coordinated transportation/land-use model, including a description of the components and preliminary cost of such a model, to be used for further analysis in the work program.

Consultant shall utilize data from LADOT, DCP, Caltrans, area transit service providers, trucking and rail waybills and information sources, and other sources as appropriate.

Product: Prepare Existing Conditions Report, as described above.

Budget: \$175,000

Schedule: 6 months from project commencement.

**Task 3 Develop Preliminary List of Recommended Transportation Improvements**

Based on the "screening criteria" developed in the previous tasks, develop a preliminary list of multi-modal transportation improvements, projects and programs which are consistent with the stated goals and objectives. The preliminary list is to be further analyzed, evaluated and tested for ranking and prioritization in a subsequent task.

Product: Preliminary list of recommended improvements, as described above.

Budget: \$65,000

Schedule: 12 months from project commencement.

**Task 4**      **Conduct Initial Stakeholder Outreach**

Outreach efforts will elicit stakeholder feedback on the proposed vision, goals, objectives, existing conditions report, approaches to the strategic plan and the measures of effectiveness recommended by the consultant, and the list of recommended and prioritized transportation improvements/programs.

Product: Consultant will prepare a final report, as described above.

Budget: \$25,000

Schedule: Completion within 16 months from project commencement.

PROPOSED CONSULTANT SCOPE OF WORK (PHASE II)  
(subject to revision based on Phase I results and funding)

**Task 5**      Develop Preliminary Alternatives To Achieve Plan Objectives.

This task will address the gap between present conditions and desired future system performance. Utilizing citywide modeling analysis and other methods, the consultant will prepare a report focusing on the gap between present and desired future transportation system performance. Report would be based, in part, on projected future demand on highway, transit, bicycle and pedestrian networks relative to present and projected capacity. Report will identify future gaps and deficiencies. Report will include an analysis of the gap between present conditions and transportation needs based upon the alternative land use development patterns described in Task 3.

The consultant will develop a preliminary set of conceptual short-, mid-, and long-term multi modal improvement alternatives that address the objectives described in previous tasks, and meet multimodal capacity and mobility needs for the year 2030. The report shall discuss how these alternatives meet Strategic Plan performance objectives. Consultant will obtain and consider the findings of related recent transportation studies, and, to the extent possible, concurrent transportation studies.

Product:      Report describing Preliminary Transportation Alternatives, as described above.

Budget:      TBD

Schedule:      TBD

**Task 6**      Initial Evaluation of Alternatives based upon Screening Criterion

Work with the TAC in the initial evaluation and screening of the preliminary alternatives developed in Step 5 above. Any transit service enhancements should be evaluated and discussed with the appropriate service provider. Similarly, any freeway improvement concepts should be discussed with Caltrans.

Product:      Report describing initial evaluation of alternatives.

Budget:      TBD

Schedule:      TBD

**Task 7**      Identify Preferred Combination of Alternatives

Identify "preferred combination" of alternatives to best achieve plan objectives and vision. The report will take into consideration expected transportation revenue to the City, from federal, state, regional and local sources, over the study period from 2007 to 2030.

Product: Report identifying preferred combination of alternatives.

Budget: TBD

Schedule: TBD

**Task 8**      Public Outreach Regarding Initial Evaluation and Preferred Combination of Alternatives

Conduct public outreach and stakeholder meetings to present refined plan objectives and vision, initial evaluation and preferred combination of alternatives, and to solicit feedback on the proposed alternatives.

Product: Conduct public outreach and stakeholder meetings and prepare a report with results of public outreach.

Budget: TBD

Schedule: TBD

**Task 9**      Prepare Final Report and Action/Implementation Program

Final report describing preferred combination of transportation alternatives and action/implementation program. The report, which will include an Executive Summary, should create a blueprint for the City to deliver innovative transportation programs and infrastructure improvements in a systematic and efficient manner with clear funding priorities that would best address future gaps and deficiencies in the City's transportation infrastructure. The Transportation Strategic Plan will include a description of recommendations in terms of improvements to capacity, connectivity, level of service, and impact on congestion. The report will also identify specific performance measurement methodologies and targets to gauge successful outcomes of the implementation program, as well as triggers for plan update. The final draft report will be shared with stakeholders and adjusted and finalized, as directed, the Board of Transportation Commissioners, the City Council and the Mayor.

Product: Prepare draft final report, solicit feedback, and finalize report, as described above.

Budget: TBD

Schedule: TBD