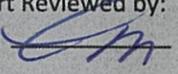


Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
STAFF REPORT

Meeting Date: April 3, 2018

To: Honorable Mayor and Honorable City Councilmembers

From: Henry Mikus, Engineering Manager

Subject: Approval to make a joint grant application with the County of Sonoma for ATP Cycle 4 funds for bicycle, pedestrian, and roadway improvements through the Bodega Avenue and Ragle Road Corridors, and to approve entering into agreement with W-Trans for preparing the joint grant application.

Recommendation: Adopt a Minute Order authorizing staff to work with the County of Sonoma and W-Trans for a joint ATP grant application.

Funding: Currently Budgeted: Yes No N/A
 Net General Fund Cost: \$ none
 \$27,837 cost (City portion of \$62,400 total, with \$34,563 the County portion)
 would be paid for from the Traffic Impact Fund, Code 700-23-51-9901

INTRODUCTION:

This item is to request the City Council approve staff to make a joint grant application with the County of Sonoma for ATP Cycle 4 funds for bicycle, pedestrian, and roadway improvements through the Bodega Road and Ragle Road Corridors, and to approve entering into agreement with W-Trans for preparing the joint grant application.

BACKGROUND:

The City of Sebastopol has long desired a complete and integrated bicycle facility system in the City. To this end several projects have been completed, and others begun. Class II Bicycle lanes now are in place on a number of locally-owned streets, and a cooperative effort with Caltrans is supposed to have bicycle lanes added to SR 116 by year's end. The exception to a connected network is the Bodega Avenue corridor, where the City realized much other work should be completed prior to striping bike lanes. Bodega Avenue needs its pavement repaired or replaced, there are three sidewalk "gaps" that are a problem for pedestrians, and there are sections of Bodega (such as the shoulder along the cemetery) that need improvement/stabilization prior to any paving work and to provide width for bike lanes. The City has also embarked on upgrades to five of the crosswalks along the Bodega Corridor. To facilitate all this work, the City applied for an OBAG2 grant, which was awarded for \$1.2M. Total projects cost is just under \$3M. The initial grant award was divided about 65% bikes money and 35% paving money. However, recently due to issues with available money the grant funding was altered to all paving funding although the grant amount is unchanged. This is posing challenges to paying for all the bikes and pedestrian components of the Bodega projects.

DISCUSSION:

Bodega Avenue has a daily average traffic count nearing 15,000, which is twice the City population and is mainly driven by through traffic to/from the Pacific Coast with all its nearby recreational opportunities. Although the highway belongs to the City in reality it is a major regional artery. Because of this, City Leadership reached out to the County of Sonoma to explore some regional level assistance for our projects. These discussions led to a conclusion that Ragle Road could be a key component of the City and area integrated bicycle system, and could also be the focus of the County efforts. Ragle Road runs north-south, and connects between Bodega Avenue and Mill Station Road. Ragle Road is aligned along the City's western boundary, and most of its path is outside City limits thus a County road. Adding Ragle Road to the bicycle network would provide a safe and direct link for bicyclists visiting Ragle Park and would create a bicycle lane loop following the City perimeter. There would be improved connections with the West County Trail, the Joe Rodota Trail, the existing bicycle path crossing the Atascadero Creek, and potentially the under-study Petaluma-Sebastopol Trail to the south. The grant would seek funds for both the Ragle Road bicycle work, plus the bike lanes and pedestrian improvements along Bodega Avenue. The grant does have a matching funds requirement that would be satisfied by counting the design work done thus far plus the safety enhancements that are already underway.

Because of their participation in most of the bicycle striping and Bodega projects, and the successful OBAG2 grant application their firm prepared, W-Trans is under consideration by both the County and the City to prepare this ATP grant application as a joint effort. Another factor in this choice is time-line; with a July due date work must begin in early April. It must be noted that an ATP grant application has public outreach components that will require presentations or hearing with all the time required to do so. W-Trans has prepared a proposed scope of work and a grant preparation cost estimate, which is attached. To equitably allocate costs between the County and City, a 50-50 cost split was used to start but grant components that are mainly for work by one or the other between County or City would be paid for by responsible party. The W-Trans estimate incorporates such items and adjustments.

The total cost estimate for the grant application is \$62,400, divided into \$27,837 as the City share and \$34,563 as the County portion.

RECOMMENDATION: That the City Council approves preparation and submittal of a joint ATP Cycle 4 Grant Application jointly with the County of Sonoma, and that City staff enter into agreement with W-Trans to prepare the application, with the City cost portion to be \$27,837.

ATTACHMENTS:

W-Trans cost proposal



March 26, 2018

Mr. Henry Mikus
City of Sebastopol
Department of Public Works
714 Johnson Street
Sebastopol, CA 95472

Mr. Johannes Hoevertsz
County of Sonoma
Transportation and Public Works Department
2300 County Center Drive, Suite B100
Santa Rosa, CA 95403

Proposal for West Sonoma County Active Transportation Connectivity Plan & ATP Grant

Dear Mr. Mikus and Mr. Hoevertsz;

W-Trans is pleased to provide this proposed to provide transportation planning, design and grant writing services to the City of Sebastopol and the County of Sonoma for the completion of a *West Sonoma County Active Transportation Connectivity Plan* and Grant Application preparation for the ATP Cycle 4 Infrastructure grant application. This submittal is based on our work on other Complete Street projects and preparation of other ATP grant applications as well as our meeting on March 22, 2017. Our work would be completed in two phases. The first phase would develop the plan including public outreach and preparing of 30% geometric plans. The second phase will include the ATP application.

Plan Area

It is assumed that the plan area will include the following road segments and intersections:

Road Segments

- Bodega Avenue between Jewell Avenue and the Atascadero Creek
- Ragle Road between Bodega Avenue and Mill Station Road
- Mill Station Road between Ragle Road and SR116

Intersections

- Bodega Avenue/Ragle Road
- Bodega Avenue/Valley View Drive
- Ragle Road/Valentine Avenue
- Ragle Road/Covert Lane
- Ragle Road/Mill Station Road
- Mill Station Road/SR116

Scope of Work

Phase I – Plan Development and Outreach

1. W-Trans staff will participate in a kickoff meeting with City and County staff to review the process, discuss plan details and obtain necessary basemap information. It is assumed that the County and City will provide any available basemap and right-of-way information for the study area.

2. W-Trans staff will conduct a thorough field survey of the corridor. Photos documenting vehicle, pedestrian, bike and school transportation activity on the corridor would be collected. Sidewalk gaps will be identified on a map of the study area. Existing conditions will be summarized in a technical memo.
3. An overall plan description will be prepared including a narrative and overview map. The narrative will describe upgrades or alternative upgrades on the road segments and intersections. The overview map will also include other existing and proposed bicycle facilities in the City and County when combined with the plan elements will complete the active transportation network around the City. These will be submitted in a technical memo to the City and the County for their comments. Based on these comments, the plan will be updated.
4. Geometric alternatives will be developed for Ragle Road between Bodega Avenue and Mill Station Road to include missing pedestrian and bicycle facilities. The alternatives will consider a mix of sidewalks, ac paths, multi-use trails (ped and bike), bike lanes, sharrow markings, road widening, rural road features, etc. The alternatives will be depicted with roadway cross section images and scaled geometric plan views overlaid on aerials. These will be submitted in a technical memo to the City and the County for their comments. Based on these comments, the plans will be updated.
5. A meeting to review the draft alternatives and discuss options will take place if necessary.
6. A traffic safety analysis will be completed which will be necessary for the ATP application. Collision data for the study area will be compiled, evaluated, compared with standard rates and summarized on a pin map. Special attention will be paid to pedestrian and bicycle collisions which require a longer 10-year period of collision experience to show any critical trends. SWITRS and TIMS will both be used to obtain related collision data for the corridor.
7. Traffic volumes for the study area (vehicle, pedestrian and bicycle) will be compiled and summarized on a map. If not available, new intersection counts will be collected at three locations (Bodega Avenue/Ragle Road, Ragle Road/Covert Lane and Ragle Road/Mill Station Road) on a favorable weather day for a weekday p.m. peak hour and weekend midday peak hour to capture pedestrian and bicycle activity.
8. A traffic operational analysis will be completed for the study intersections of Bodega Avenue/Ragle Road and Ragle Road/Mill Station Road to ensure that the traffic controls and lane configurations are appropriate to accommodate vehicle traffic.
9. W-Trans will meet with City and County staff to coordinate a Community Outreach Event/Workshop.
10. W-Trans will prepare presentation materials for a Community Outreach Event/Workshop. The event logistics will be coordinated by the City and County. W-Trans will be responsible for displays, presentations, and tools to receive public feedback. The event/workshop will be structured to focus on gaining input from the community on three components: 1) the overall plan, 2) the alternatives for Ragle Road between Bodega Avenue and Covert Lane, and 3) the alternatives for Ragle Road between Covert Lane and Mill Station Road.
11. The results of the public input from the Community Outreach Event/Workshop will be summarized and be submitted in a technical memo to the City and the County for their comments. The memo will include recommendations for a preferred plan for the two sections of Ragle Road. Based on these comments, the preferred plan will be updated and finalized.
12. A meeting to review the comments and discuss the alternatives will take place if necessary.

13. After determining the preferred plan following the Community Event, A 30% geometric plan will be prepared for the entire study area. The 30% geometric plan will be conceptual in nature to show the new plan components in the study area. Since Bodega Avenue bike lanes have already been designed for the section between Jewell Avenue and Ragle Road, these details will be included in the 30% conceptual plan. The geometric plans will also include intersection crossing enhancements at the study area intersections.
14. Preliminary construction cost estimates will be prepared. W-Trans will prepare estimates for all traffic components (signing, striping, pavement markings, electrical equipment, etc.). The County and City should provide cost estimate and unit cost estimates for civil related elements (widening, paving, drainage and related construction) using quantities provided by W-Trans. W-Trans will compile the estimates in the ATP application cost estimate form for City and County review.
15. Based on comments from the City and County, the cost estimates will be updated.
16. The overview map, 30% geometric plans, narrative, supporting technical traffic information and cost estimates will be compiled into a *West Sonoma County Active Transportation Connectivity Plan*. This plan should be submitted to the City and County for their adoption.
17. W-Trans will present the draft plan to appropriate City and County boards (one presentation each).
18. Based on City and County staff comments and comments received at the presentations, the plan report will be updated and finalized.

Phase II – Preparation of ATP Grant Application

It is assumed that W-Trans, City and County staff will share in the preparation of the ATP Grant Application. W-Trans will focus on technical transportation data, project cost estimates, descriptions and justifications. City and County staff will focus on demographic and other non-transportation related information and assemble letters of support.

19. W-Trans, City and County staff will meet to review input needs of the ATP application and discuss responsibilities.
20. Based on the development of the Plan and cost estimates, W-Trans will complete related entries in the ATP application.
21. It is anticipated that the application file will need to pass back and forth between W-Trans, the City and County for inclusion of information. W-Trans will coordinate these efforts.
22. Two additional meetings are included to assist with the process.
23. W-Trans will coordinate with City and County staff in finalizing and submitting the ATP application which will need to be sent by either the City or County staff.

Schedule and Budget

The ATP Cycle 4 Call for Projects is May 16, 2018 and the project applications are due to Caltrans by July 31, 2018. Therefore, following is our proposed schedule:

Project Initiation – April 11, 2018

Alternatives for Ragle Road – April 31, 2018

Outreach Event – May 23, 2018

Draft Plan, Draft 30% Geometric Plans and Draft Estimate – June 21, 2018

Final Plan, 30% Geometric Plans and Estimate – July 12, 2018
 Draft ATP Application – July 18, 2018

Our services will be conducted on a time and materials basis at the staff services rates indicated on the fee schedule. The fee has been allocated by major tasks to each agency based on the level of effort needed for County facility needs vs. City facility needs. The estimated maximum fee is \$62,400 which includes \$27,837 for the City and \$34,563 for the County. Following is a breakdown of the costs and allocation.

Task	City %	County %	City \$	County \$	Total \$
<i>Meetings and Presentations</i>	50	50	3,564	3,563	7,127
<i>Workshop and Followup</i>	40	60	3,325	4,988	8,313
<i>Field Review and Ragle Alternatives</i>	40	60	2,133	3,199	5,332
<i>30% Plan and Cost Estimates</i>	30	70	2,998	6,996	9,994
<i>Overall Plan</i>	50	50	10,255	10,255	20,510
<i>ATP Application</i>	50	50	5,562	5,562	11,124
Total			\$27,837	\$34,563	\$62,400

Please provide your contract documents for signature if you wish to initiate work. This proposal will remain a firm offer for 90 days from the date of this letter. Thank you for giving us the opportunity to propose on these services.

Sincerely,

Steve Weinberger, PE, PTOE
 Principal

SJW/SEB062.P1/SOX638.P1