

SCOPE OF WORK

Project Information	
Grant Category	Strategic Partnerships - Transit
Grant Fiscal Year	2022/23
Project Title	Truxel Bridge Concept and Feasibility Study
Organization (legal name)	Sacramento Area Council of Governments

Overall Project Objectives

[Provide a detailed summary of the Overall Project Objectives]

The multi-modal crossing at Truxel Road accepted as the vision by City Council in 2013 was conceived based on its ability to address several existing problems identified in the American River Crossing Alternatives Study which included input from a diverse group of 34 stakeholders as well as broad public outreach including nearly 600 community members. The objective of the grant funded project proposed is to further the implementation of this crossing by refining the adopted concept through a public process ahead of detailed engineering and environmental analysis. The neighboring disadvantaged communities as well as the larger public will be engaged through efforts conducted by a consultant team to provide feedback on bridge configuration concepts, constraints analysis, 30% design drawings, and funding strategies. Close coordination with Caltrans will be maintained throughout the study to ensure timely delivery of project tasks as well to budget compliance. A few key elements that will require stakeholder scrutiny include: avoidance of known constraints, minimalization of impacts to the Lower American River and its wildlife, configuration of right-of-way on the bridge for all modes, connections to the existing bikeways, minimalization of private property requirements, and minimalization of construction impacts and costs.

Summary of Project Tasks

Project Management activities must be identified within the task they are occur.

Task 01: Project Administration

This is an Administrative Task that shall only be charged against by the Grantee for the Administration of this grant project. Costs for this task cannot exceed 5% of the grant award amount.

Grantee will manage and administer the grant project according to the Grant Application Guidelines, Regional Planning Handbook, and the executed grant contract between Caltrans and the grantee.

[Provide a detailed narrative of activities to be completed in this Task]

Grantee will host a kick-off meeting with Caltrans, City of Sacramento, and SacRT to discuss grant administration details as well as to establish protocols for invoicing, progress reporting, and close-out at the completion of the project.

Task Deliverables
<ul style="list-style-type: none">• Kick-off meeting with Caltrans - Meeting Notes, quarterly invoices and progress reports, DBE reporting (federal Grants only).

Task 02: Consultant Procurement

[Provide a detailed narrative of activities to be completed in this Task]

Grantee or sub-applicants will procure a consultant, consistent with state and federal requirements, Local Assistance Procedures Manual for procuring non-Architectural and Engineering consultants, the Grant Application Guide, Regional Planning Handbook, and the executed grant contract between Caltrans and the grantee.

Grantee or sub-applicants will prepare and release a Request for Proposals, host a pre-proposal meeting to answer questions for potential candidates, collect and evaluate proposals submitted, interview candidates as necessary, select preferred candidate, and negotiate a final scope of work, schedule, and budget.

Task Deliverables
<ul style="list-style-type: none">• Request for Proposals• Pre-Proposal Meeting Sign-in Sheet• Final Consultant Scope of Work• Final Consultant Schedule• Final Consultant Budget

Task 1: Public Engagement

Public engagement is key to providing our decision makers with the confidence that the final project proposed is embraced by their constituents. The outreach consultant will be a crucial part of the consultant team selected to complete the project. Rather than predetermine the methods employed to engage the public, which will be included in the proposals submitted by the consultant teams, Grantee will ensure that the most broad-reaching and equitable practices are employed but at a minimum the project team will host workshops, present at community and neighborhood meetings, provide materials at community events, and maintain a strong and well-maintained online presence. It will be important to adjust to the COVID-19 protocols in place at the time of engagement to protect the health of participants. The outreach consultant will be reminded to recognize the digital divide that has narrowed over time but still exists in efforts to share materials and gather feedback electronically. The consultant will also be reminded that taking time out of one's day to review and comment on civic improvements is not a high priority for families and individuals in the disadvantaged communities adjacent to the project area where people are more concerned with satisfying basic needs such as providing food, clothing, and shelter for themselves. The outreach consultant will also be reminded that the City of Sacramento in general and project area more specifically is a diverse place where English is not always the primary language spoken or best understood. With input from the outreach consultant informed by best practices, the Grantee will use feedback from the public to correct inaccuracies, to address issues that were overlooked, to consider opportunities that were not identified, to make changes for better work products. Public input throughout the process of developing the study will be recorded and addressed in writing to create a record for future scrutiny. Throughout the community engagement process, participants will be asked to weigh on the effectiveness of the methods used in an effort to demonstrate the Grantees commitment to continuously improve the feedback process as the

study progresses.

The consultant will develop an engagement plan with input from the grantee about critical groups and populations to reach while identifying the preferred alternative. The engagement plan will include evaluation points to ensure that critical stakeholders are involved with the planning and alternatives assessments. The evaluation points will be a time for the consultant and grantee to identify different strategies to reach critical audiences and adapt engagement and outreach strategies to gather timely input to shape the project. The engagement plan will identify the best-suited methods to reach:

- current residents near the proposed bridge alignment who will experience a transformation of their transportation network and their accessibility.
- stakeholder groups that represent community interests and the shape the city's policy goals, such as climate action, housing needs and growth, racial equity
- unique user groups that are historically under-consulted in transportation design, accessibility groups/advocates; emergency services/vehicles (fire, ambulance); residents of disadvantaged communities.
- Caltrans partners (both statewide and from District 3) focused on the five Caltrans priorities of safety, modality, innovation, efficiency, and partnerships.

The methods identified in the engagement plan will incorporate best practices for accessibility (in-person and online engagement; provide interpreters, including ASL interpreters), meeting residents where they are at (creating inviting ways to engage, such as with pop-ups, tabling at community events), approachability of government planning processes (easy-to-use interactions and models), and transparency (identifying how and when residents and stakeholders will be asked to provide input, and identifying how that input will be used to shape the project).

The engagement plan will identify the points for partner input throughout the study and include regular updates about the status of the alternative analysis.

Project management will include periodic check-ins with the consultant team to discuss the progress of deliverables associated with this task as well as overall budget maintenance. The consultant will be asked to provide meeting agendas and meeting minutes for these check-ins. The Grantee or the sub-consultants will also process consultant invoices in a timely manner.

Task Deliverables
<ul style="list-style-type: none">• Outreach Plan and Calendar• Stakeholder and participant database with attempted methods identified• Web page links• Public engagement materials• Feedback summaries

Task 2: Alternative Alignment Analysis

The consultant will prepare aerial base mapping for the project area to identify discoverable constraints. A predetermined number of alternatives between Truxel Road and Sequoia Pacific Boulevard will be prepared with typical cross sections on these base maps for initial review and comment by stakeholders and the public.

Following public vetting, a conceptual bridge alternatives report will be prepared which will include structure planning studies for each alternative. The consultant will review available hydraulic and hydrologic data for the Lower American River. The consultant will work with local, state, and federal agencies to analyze design discharge levels. The consultant will review geotechnical and geologic data in the vicinity of the project site. The consultant will prepare a

structure preliminary geotechnical report to support the engineering analysis for the crossing. The consultant will determine preliminary foundation pile types, size, and length. The consultant will analyze constructability for the alternatives. The consultant will review site data for parcel in the project area to determine the potential for hazardous waste abatement. The consultant will prepare planning level cost estimates for the alternatives.

Finally, the consultant will conduct the analysis required to determine the appropriate level of environmental document for the PA/ED phase of the crossing including a search of cultural and biological databases.

Public engagement will be crucial during this task as the different factors that could have long lasting effects on the immediate project area as well as the entire corridor are weighed to determine the preferred conceptual bridge alternative. Grantee will ensure that the public engagement clearly describes how the evaluation factors were developed and how public input will be used to inform the choice of the preferred conceptual bridge alternative.

Project management will include periodic check-ins with the consultant team to discuss the progress of deliverables associated with this task as well as overall budget maintenance. The consultant will be asked to provide meeting agendas and meeting minutes for these check-ins. The Grantee or the sub-consultants will also process consultant invoices in a timely manner.

Task Deliverables

- Aerial Base Map
- Geometric layouts, profiles, and typical cross-sections of alternatives
- Traffic forecasts
- Bridge Alternatives Report
- Preliminary Hydraulics Study Report
- Preliminary Geotechnical Report
- Constructability Memo
- Cost Estimate Memo
- Environment Documentation Memo

Task 3: 30% Conceptual Drawings

Following the analysis in Task 2 and a determination of the preferred conceptual bridge alternative, the consultant team will produce 30% drawings of the alternative including a General Plan for the structure and Preliminary Roadway Design for the approach roadway. The General Plan would show the plan view and elevation/profile of the bridge as well as abutments/piers/columns. The Preliminary Roadway Design would include the locations for any retaining walls for the approach roadway as well as necessary cut and fill lines.

Project management will include periodic check-ins with the consultant team to discuss the progress of deliverables associated with this task as well as overall budget maintenance. The consultant will be asked to provide meeting agendas and meeting minutes for these check-ins. The Grantee or the sub-consultants will also process consultant invoices in a timely manner.

Task Deliverables

- 30% Design Drawings

Task 4: Funding Strategy

The consultant will analyze land use impacts, opportunities and costs associated with the

preferred conceptual bridge alternative. The consultant will then identify relevant federal, state, regional, and local funding opportunities and develop a strategy for capturing future funding from these sources based on the project's perceived fit with the stated goals and objectives.

Project management will include periodic check-ins with the consultant team to discuss the progress of deliverables associated with this task as well as overall budget maintenance. The consultant will be asked to provide meeting agendas and meeting minutes for these check-ins. The Grantee or the sub-consultants will also process consultant invoices in a timely manner.

Task Deliverables
[List achievable deliverables for this Task]
<ul style="list-style-type: none">• Funding Strategy Memo

Task 5: Draft and Final Plan

Following the completion of the previous tasks, the consultant will assemble the body of analysis into a draft plan for review and comment. Grantee will work with the stakeholders, the community, and the appropriate City bodies to gather feedback on the draft plan. Comments received after a reasonable review period will allow the consultant to refine the plan into its final format for final action by the City Council.

Project management will include periodic check-ins with the consultant team to discuss the progress of deliverables associated with this task as well as overall budget maintenance. The consultant will be asked to provide meeting agendas and meeting minutes for these check-ins. The Grantee or the sub-consultants will also process consultant invoices in a timely manner.

Task Deliverables
[List achievable deliverables for this Task]
<ul style="list-style-type: none">• Draft Plan• Summary of Public Feedback• Final Plan

Task 6: Board Review/Approval

The final plan will be agendized for action at a regularly scheduled City Council meeting and SacRT Board Meeting which are open to the public.

Task Deliverables
[List achievable deliverables for this Task]
<ul style="list-style-type: none">• Staff reports• Meeting Minutes