Transportation Development Act/TransNet
Bicycle and Pedestrian Projects
FY 2010 Annual Grant Application

Bicycle Facilities Master Plan
FY 2010 Annual Grant Application
Transportation Development Act/TransNet Bicycle and Pedestrian Projects

Applicant (Agency): City of La Mesa

Project Name: Bicycle Facilities Master Plan

Application Amount: $75,000

Project Type: Planning Project

Project Limits: City of La Mesa city limits

Project Description: Planning study to determine appropriate bicycle facilities

Summary of Cost Estimates:

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning Study</td>
<td>$75,000</td>
</tr>
</tbody>
</table>

Funding Sources:

<table>
<thead>
<tr>
<th>Revenue Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>TDA/TransNet Claim Amount</td>
<td>$75,000</td>
</tr>
<tr>
<td>Total</td>
<td>$75,000</td>
</tr>
</tbody>
</table>
Project Location Map:

City of San Diego

San Diego County

State Route-94

Lemon Grove

El Cajon

Interstate-8

LAKE MURRAY BLVD

FLETCHER PKWY

EL CAJON BLVD

LA MESA BLVD

UNIVERSITY AVE

State Route-125

Vicinity Map

City of La Mesa

Contact Person: Patricia Rutledge
Title: Community Development Program Coordinator
Address 8130 Allison Avenue
La Mesa CA 91941
Phone: 619-667-1185 Fax 619-667-1380
E-mail: prutledge@ci.la-mesa.ca.us

Person Authorized to Submit Application:
I certify that I have reviewed the Bicycle and Pedestrian Claims Guidelines and the information submitted in this application is accurate and in accordance with these guidelines.

Gregory Humora,
City Engineer/Public Works Director

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signature Date

5/5/04
Project Funding:

Total Estimated Project Cost (Please attach a detailed project estimate based on best available engineering) $75,000

Project Cost Estimates – On a separate sheet provide an itemized cost estimate for all eligible expenses. Be as accurate as possible to avoid future cost overruns. Projects with cost overruns have three options for moving the project forward depending on what percentage over the original grant amount the revised project cost will be. Applicants may ask for a recommendation from the BPWG to amend original allocation for up to five percent of the original cost estimate (up to the amount available in the reserve). Projects that require more than five percent additional funding can resubmit the project in a subsequent funding cycle with the adjusted project amount. Lastly, the applicant can choose to complete the project with their own funding.

Matching Funds (Category 9 of Project Evaluation Criteria)

<table>
<thead>
<tr>
<th>Revenue Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$</td>
</tr>
</tbody>
</table>

TDA/TransNet (Application Amount as shown in Category 10 of Project Evaluation Criteria) $75,000

**Total Revenues** $75,000

Scope of Work
In the section below, state the project deliverables (including specific quantities and locations of improvements) and anticipated completion dates. Please note that if this project is funded, this scope of work will be added to the grant agreement and the grantee will be held to this scope of work for the purpose of project oversight.

<table>
<thead>
<tr>
<th>Deliverables</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request for Proposal Issued</td>
<td>December 2009</td>
</tr>
<tr>
<td>Consultant Under Contract Initiate the Project</td>
<td>April 2010</td>
</tr>
<tr>
<td>Master Plan Complete City Council Adoption</td>
<td>April 2011</td>
</tr>
</tbody>
</table>

A detailed scope of work is provided as an attachment
Supporting Materials

A. Community Support/Consistency with Community Plan (Category 1) – The council or governing board of the applicant must authorize this grant application. Please attach a copy of the resolution or minute order documenting that action. Or, if the project is part of an approved Bicycle Plan, please attach a copy of the section that includes the project.

B. Minimum Design Standards (Category 2) – Projects applying for construction funds must provide actual drawings or cross-sections from the project itself, not generic standard drawings. If the applicant is seeking funding for the design and construction of a project, proposed cross-sections may be used in lieu of the actual plan drawings. If any part of a project is substandard, clearly illustrate that (provide photographs, if applicable) and provide an explanation as to why the minimum design standard is not being met.

C. Connect to Regional Transportation Corridor or Transit Linkage or Regional Bikeway Map (Category 3) – Provide a map which clearly illustrates the projects relationship to existing facilities. Show the project’s direct linkages to any regional bikeway (for bicycle projects) or direct continuous link to a local bus stop or direct link to an LRT/regional transit station. A direct link for a bicycle project is defined as connecting immediately to a regional bikeway with no gaps. A direct link between a pedestrian project and a transit facility is defined as one in which some part of the facility comes within 600 feet of a local bus stop or LRT/regional transit station.

D. Completes Connection/Linkage in Existing Bicycle/Pedestrian Network (Category 4) – List and briefly describe the linkages or connections to existing bicycle or pedestrian network. Provide a map which clearly illustrates the projects relationship to existing facilities.

E. Project Readiness (Category 5)

<table>
<thead>
<tr>
<th>Phase</th>
<th>Begin</th>
<th>Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feasibility Study</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Preliminary Engineering</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Environmental Document/Certification</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Final Design</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Advertise for Construction</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Begin Construction</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Completion</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

F. Geographic Factors/GIS Analysis (Category 6) – SANDAG will perform a GIS analysis as described in the Bicycle and Pedestrian Claims Guidelines based upon a project map provided by the applicant. Briefly describe project limits and provide a location map clearly showing the project alignment. In addition, clearly show and label the following elements:

a. major traffic generators within the project area (within ½-mile for pedestrian projects and within 1-mile for bicycle projects)

b. linkage or connections to existing bicycle or pedestrian facilities
c. linkage to any regional bikeway or public transit stop

G. Geographic Factors/GIS Analysis (Category 6) – List and briefly describe major traffic generators served by the project.

H. Safety Improvements (Category 7) – Describe the safety issues addressed by the project. Please attach support documentation for safety and accident history. If collision data is provided, it must be specific in pointing out which collisions are applicable to the project and why it is relevant.

I. Innovation and Design (Category 8) – Describe any design innovations for bicycle/pedestrian priority measures that are included within the project limits.

Is this project in your agency’s adopted capital improvement program (Y/N)  

If the project is part of a larger capital improvement project, briefly discuss how the bicycle or pedestrian project costs were identified and a description of the other sources of funds for the overall project.

Briefly describe any other aspects of the project that is relevant to its evaluation

Attachments:
Resolution Authorizing Grant Application
Proposed Scope of Work
RESOLUTION NO. 2009-055

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR $75,000 OF TRANSPORTATION DEVELOPMENT ACT – TRANSNET PROGRAM FUNDS FOR THE CITY OF LA MESA BICYCLE MASTER PLAN

WHEREAS, Transportation Development Act - TransNet Program (TDA-TransNet) funding for pedestrian and bicycle projects is available to local jurisdictions in Fiscal Year 2009/2010;

WHEREAS, the City of La Mesa wishes to receive $75,000 in TDA-TransNet funds for the City of La Mesa Bicycle Master Plan; and

WHEREAS, that the City of La Mesa assures the timely completion of the project.

NOW, THEREFORE, BE IT RESOLVED by La Mesa City Council that the City of La Mesa is authorized to submit an application to the San Diego Association of Governments (SANDAG) for TDA-TransNet funding in the amount of $75,000 for the City of La Mesa Bicycle Plan.

BE IT FURTHER RESOLVED that a copy of this resolution will be transmitted to SANDAG.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of La Mesa, California, held the 28th day of April 2009, by the following vote, to wit:

AYES: Councilmembers Allan, Arapostathis, Ewin, Sterling and Mayor Madrid

NOES: None

ABSENT: None

CERTIFICATE OF CITY CLERK

I, MARY J. KENNEDY, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2009-055, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

Mary J. Kennedy

MARY J. KENNEDY, CMC, City Clerk

(SEAL OF CITY)
City of La Mesa
2010 Bicycle Master Plan
Scope of Services

1. PROJECT MANAGEMENT AND COORDINATION

1.1. PROJECT SCHEDULE:
Provide a project schedule showing project meetings and project deliverables. The project schedule shall be updated and submitted to the City for review and comment every month. A project manager shall be appointed and will act as the City’s primary contact.

Deliverable: Project schedule on a monthly basis

1.2. PROGRESS REPORTS:
Consultant will provide monthly progress reports to the City Project Manager, which will include the following information. Progress reports shall include:

- Description and findings of tasks completed during that period
- Status of work completed to date
- Work anticipated to be completed in the next reporting period
- Updated project schedule
- Problems/Obstacles identified during the reporting period
- Outstanding issues (items would remain on this list until resolved)

Deliverable: Monthly progress report with updated project schedule

1.3. COORDINATION MEETING:
Consultant will conduct coordination meetings as needed to complete the required tasks related to the various portions of the projects. Attendees will include the City’s engineering and community services personnel, as well as appropriate individuals from the consultant team. Consultant shall provide agenda, facilitate, and prepare minutes for all meetings.

Deliverables: Meeting agenda and minutes

1.4. KICK-OFF MEETING: Once the final contract has been awarded, a kick-off meeting with the City will be scheduled within a week after the consultant receives the notice to proceed. The kick-off meeting will discuss project objectives, project schedule, data collection, and system inventory.

Deliverables: Meeting agenda, meeting minutes

1.4 PROJECT COORDINATION:
Coordinate with project partners as necessary during the course of the project.
2. EXISTING BICYCLE FACILITIES

Develop an overview and description of the existing bicycle facilities, usage, and plans.

2.1. INVENTORY REVIEW: Conduct a comprehensive field review of all existing bicycle facilities in the City, including but not limited to:

1) Classification (I, II or III)
2) Geometrics at key locations
3) Support facilities such as bike racks, lockers, and public restrooms/showers at major destinations
4) Current trails connection point
5) Transit connection points
6) Traffic signals and bicycle detectors
7) Number and type of vehicle lanes
8) Physical hazards such as railroad tracks
9) Level of bicycle activity
10) Schools, libraries, parks, pedestrian districts, community centers, churches, employment centers, etc

2.2. MAPS AND GIS DATA: Once inventory data have been collected, consultant will begin to collect, create maps that reflect the data and assemble GIS mapping of existing bicycle facilities. Based on existing data and field investigations, the team will determine existing bicycle usage throughout the City.

DELIVERABLES: GIS data files and printed maps

3. PUBLIC OUTREACH

Consultant will host two public workshops. Consultant shall prepare all materials including storyboards and graphics, PowerPoint presentations, notices, and will moderate and take notes during the workshops. Consultant will be responsible for all meeting logistics including room rental, room set-up and clean-up, sign-in, name tags, refreshments, comment cards, and a written meeting summary.

3.1. PROJECT MAILING LIST: Work with City staff to develop an inclusive mailing list of contacts of all interested parties, including bicycle advocacy groups, key stakeholders, community groups, transportation and planning groups, elected officials, local, state and federal agencies.

3.2. FIRST PUBLIC WORKSHOP: The first public workshop will be held in the early stages of the project to solicit comments from the public regarding issues, concerns and recommendations regarding the existing bicycle facilities. The public comments will assist in developing recommendations, projects and to identify bicycle safety and education programs.

3.3. SECOND WORKSHOP: The second public workshop will be held toward the end of the process to present the draft Bicycle Master Plan and obtain feedbacks

DELIVERABLES:
- Project mailing list
- PowerPoint presentations
- Workshop public notice, materials and summary
- Workshop sign-in sheets and summaries
4. BICYCLE ACCESS NEEDS ASSESSMENT

4.1. IDENTIFY CURRENT FACILITY DEFICIENCIES: The consultant shall identify areas of concern based on the existing bicycle data collection and comments from the first public workshop, and identify potential opportunities for network expansion. This includes but is not limited too:

- Substandard sections, barriers, and gaps
- Need for improved crossing protection (loops, signals, lighting, signs)
- Lack of support facilities (racks, lockers, showers, parking facilities)
- Need for improved bicycle access to transit
- Comfort level of streets in terms of vehicular traffic, lane width, and grades

4.2. TRAILS ELEMENTS: Consultant will identify connection points as shown in the existing Trails Element and in consultation with staff of the Community Services Department to integrate the Bicycle Master Plan with the City’s Trails Plan to be developed.

DELIVERABLES: Needs assessment report

5. REVIEW AND ASSESSMENT OF GOALS, OBJECTIVES AND POLICIES

5.1. EXISTING BICYCLE MASTER PLAN: Consultant shall review and provide assessment of the existing Bicycle Master Plan’s accomplishments and shortcomings.

5.2. EXISTING GENERAL PLAN: Consultant will review and provide assessment of the goals and policies concerning bicycle facilities addressed in the City’s most recent General Plan under the heading of Trails Element.

5.3. REGIONAL BICYCLE PLAN: Consultant will review the current San Diego Regional Bicycle Master Plan to ensure consistency.

DELIVERABLES:

Progress Report with description of current bicycle facilities goals and policies including an assessment of relevant regional planning documents

6. PROPOSED PROJECTS

6.1. DEVELOP PROJECTS: Consultant will develop recommendations for proposed modifications to the Bike Paths, Bike Lanes, and Bike Routes throughout the City including the benefits and issues of the proposed projects. The consultant will validate that all the recommendations meet state standards for construction and funding.

6.2. PROJECT RANKING: Consultant will prepare a recommended ranking of the proposed projects. Consultant will develop a GIS model which incorporates data such as demographics, collisions and activity centers, and assist in the project ranking and identify areas that warrant further investigation for the need or improvement of bicycle facilities. The ranking criteria shall be in the form of a matrix that includes:

- Closure of critical gap
- Segment with high use
- Availability of right of way
- Cost effectiveness
- Reduction of vehicle trips
- Integration into the exiting regional bikeway system
- Interface with other modes
6.3. **PLANNING LEVEL COST ESTIMATES:** Consultant will prepare planning level cost estimates for, at a minimum, the top 10 priority projects.

6.4. **GIS MAPPING OF PROPOSED PROJECTS:** Consultant will incorporate all proposed projects and all mapping data into GIS with attributes such as length, facility type and cross-sections.

**DELIVERABLES:**

Draft list of projects, project rankings, project costs, and GIS model and mapping files

7. **DESIGN GUIDELINES**

Consultant will review information regarding the City's and regional design standards for bicycle facilities, Caltrans Highway Design Manual Chapter 100G, and make recommendations on design guidelines and standards.

**DELIVERABLES:** Technical report on design guidelines and standards

8. **IMPLEMENTATION PLAN AND FUNDING**

Consultant will identify potential sources of funding for bicycle related projects and match them with proposed priority projects based on applicability.

**DELIVERABLES:**

Progress report identifying funding sources for the priority projects

9. **DRAFT PLAN**

The Draft Bicycle Master Plan will incorporate all the findings from tasks 2 through 8 including recommended policies, priority projects, cost estimates, maps, and funding sources. The maps shall show all facilities identified in the previous tasks in a format approved by the City.

**DELIVERABLES:** Five hard copies of the Draft Bicycle Master Plan and one in electronic version

10. **FINAL REPORT AND DOCUMENTATION**

Consultant will prepare a Final Report that provides complete documentation of the project as described in the tasks above. The final plan will address comments received for the draft plan and will include GIS mapping of existing and proposed bicycle facilities, as well as other supporting GIS data. All electronic files related to the production of the Bicycle Master Plan shall be submitted to the City.

**DELIVERABLES:**

Ten (10) hard copies and one (1) electronic copy of the Final Bicycle Master Plan for the City of La Mesa. One (1) electronic copy of all GIS data and all data relating to the final document.

The consultant will present the Final Bicycle Master Plan to the City Council.

Once a year for two years after the completion of the project, Consultant will update the City’s Bicycle Map in coordination with the City. A digital copy will be delivered to the City for printing and distribution.