

EXHIBIT B

South Arcata Multi-Modal Safety Improvements Plan (SAMSIP) Scope of Work

Task 1: Project Administration

The GHD Team (GHD and RCAA) will attend a project kick-off meeting to refine the scope of work and schedule and establish project management practices.

The project kick-off meeting will include Caltrans District 1 staff, City of Arcata (City) staff, and HCAOG staff to discuss project approach, team roles, and desired outcomes. Arrangements and protocols for regular bi-weekly check-in communication will be established between the City and its partners. The GHD Team will assist the City's team by providing fiscal oversight and technical assistance with grant guidelines compliance, submitting invoices to the City for work performed, and preparing quarterly progress reports on the project to submit to Caltrans.

Task 1.1: Project Kick-Off Meeting and Project Management

- a. The GHD Team will host or facilitate a project kick-off meeting with the City, Caltrans District 1 staff and HCAOG to finalize and confirm the scope of work, approach, team roles and intended outcomes.
- b. Manage project tasks, timelines, and deliverables.
- c. Maintain regular communication between project team.

Task 1.2: Invoicing

GHD will prepare and submit monthly invoices to the City consistent with the grant requirements.

Task 1.3: Quarterly Progress Reports to the City

- a. GHD will prepare quarterly progress reports.
- b. Prepare a final project report (in Task 6.3).

Task 1 Deliverables

- Kick-Off meeting with City, HCAOG, Caltrans including meeting agenda, meeting minutes
 - Quarterly invoices and progress reports, DBE reporting (if applicable)
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Task 2: Assess Existing Conditions

The GHD Team will work with the City and Caltrans to assess existing conditions of the project area, building on work the City has done to prepare this proposal. This task will consist of three parts outlined below:

Task 2.1: Assemble GIS and Multimodal Transportation Data

The GHD team, in partnership with the City team, will work together to assemble Geographic Information System (GIS) and multi-modal transportation data. This includes compiling and reviewing existing transportation, land use, and mapping data for the project area between Old Arcata Road and Samoa Boulevard. The GHD Team will compile land use mapping and parcel line information from the City's GIS database. The GHD Team will research relevant public records from the County of Humboldt Recorder's Office, the Humboldt County Surveyor's Office, the City, HCAOG, State of California Board of Equalization, and adjoining property data, and use that research to compile an overall mapping of recorded information. The GHD Team will also gather available traffic volume data provided by the City, Caltrans, and relevant collision history information that is available on SWITRS and TIMS. The information collected under this task will be used to prepare GIS figures that clearly present the data. The data

will be used to create a map for planning and community engagement. Map adaptations will be made after review from the City-formed Project Task Force (PTF) (more information on the PTF included in Task 4.2).

Task 2.2: Conduct Field Reconnaissance

The GHD Team will conduct field reconnaissance along the public ROW within the project area. The City team, led by the GHD Team staff, will conduct an inventory of conditions to determine existing opportunities and constraints within the project area's relevant highway overpasses over U.S. Highway 101, along City streets, and along public ROWs. PTF members may be invited to participate in part of the field visit to contribute information and observations. The GHD Team will take relevant photos to assist analysis of existing conditions.

Note: Key members of both GHD and RCAA will attend the field visit.

Task 2.3: Analysis of Opportunities and Constraints

The GHD Team will perform an analysis of opportunities and constraints for walking and biking connectivity within the project area. This analysis will include an assessment of existing facilities and multimodal traffic conditions, identification of significant safety concern gaps in the multi-modal network and public ROWs, and an assessment of high-level environmental constraints, without conducting a natural features inventory. The analysis will be informed by the criteria required for potential future grants, so that the resulting study and plan can facilitate the preparation of said potential grant application(s). Results will be presented in a technical memo and map series.

Task 2.3.A: Preliminary Wetland and Botanical Constraints Assessment

The GHD Team will conduct preliminary desktop investigation (supplemented by field visit as needed) along the proposed project area to ascertain potential wetlands and listed plant species locations within the limits of the project. This preliminary investigation will identify potential biological resources and habitat constraints to help guide the project. The investigation and field visit will identify potentially sensitive habitat areas for inclusion by City in the GIS mapping, accompanied by a brief narrative of the time and conditions of the assessment. This work will not include a formal wetland delineation, protocol level survey for botanical and wildlife species, or consultation with any agencies.

Task 2.3.B: Current Cultural Resource Conditions and Constraints Analysis

The GHD Team will conduct a Records Search of the study area to gather all previous cultural records and reports and will conduct localized research of the City of Arcata Historical Register and relevant background within the Study Area. The GHD team will provide a high-level analysis of material found to identify areas of concern or constraint within the project area, along with potential mitigations.

Task 2 Deliverables

- GIS database, map series and compilation of multi-modal data
- Photos from field reconnaissance
- Technical memo detailing existing conditions and significant opportunities and constraints and corresponding map series covering the proposed project area.

Task 3: Review Planning Documents and Best Practices

This task includes researching and reviewing best practices for small town, non-vehicular facilities and local planning documents pertaining to streets, walking, biking, and housing.

Task 3.1: Research Best Practices For Small Town Walking and Biking Facilities

The GHD Team will research and compile best practices for context-sensitive complete streets design and walkways, including Small Town and Rural Multimodal Networks (2016) and other Caltrans documents related to the project, City of Arcata's Pedestrian & Bicycle Master Plan (2010), and City's complete streets policy. Best practices will include innovative walkway/bikeway facilities, overpass/bridge design, and pedestrian and bicycle crossing improvements.

Task 3.2 Review Key Local Planning Documents

The GHD Team will lead, and City will support and review a summary of relevant policies, priorities, and outcomes from local planning documents. Housing development project submittals within the project area will be reviewed and connection concepts will be provided in the study to encourage development of walking/biking/trail facilities within the planned/proposed housing facilities.

Task 3 Deliverables

- Compilation of standards and best practices for comparable trails and connections – a “toolkit” for incorporation into report and presentation in workshops and online survey.
- Technical memo summarizing relevant policies, plans, and current or anticipated development and/or roadway improvements that may affect the study corridor. The memo will identify projects to be flagged in the study for related access improvements.

Task 4: Community Outreach

Task 4.1: Refine Public Engagement Strategy

In partnership with the City team, RCAA will lead development of a community engagement strategy and marketing plan to encourage participation in the project in several potential ways:

- a. Online engagement, including an online survey
- b. One-on-one engagement and surveying at the Sunnybrae and Uniontown shopping centers, CalPoly Humboldt events, and other community events and gathering places
- c. Classroom engagement in local schools
- d. Public walking tour of the project area
- e. Community workshops, including small group design tables and participatory budgeting
- f. Pop-Up Temporary Infrastructure Demonstration

The GHD Team will confirm the community engagement strategy with the City and PTF.

Task 4.2: Hold Project Task Force Meetings

The City will convene a Project Task Force (PTF) – a volunteer advisory board comprised of various stakeholders who will provide the City and GHD Team direction on the project to help it succeed. The City will be responsible for coordinating/scheduling at least two or three PTF meetings throughout the length of the project; it will be the GHD Team's responsibility to present to and receive direction from the PTF. The purpose of these meetings will be to 1) review existing conditions and invite feedback on project approach and public engagement methods, 2) review and consider community feedback from public workshops and engagement activities, and 3) present the final outcome of the planning process.

Task 4.3: Solicit Engagement in the Project

- a. The GHD Team, led by RCAA, will work with community organizations and neighborhood advocates that organize within the project area to plan appropriate community engagement activities.
- b. The GHD Team, led by RCAA, will encourage fun and engaging methods for online participation through the City's website, social media, and partner organizations' websites.

- c. The GHD Team, led by RCAA, will promote the project and public input opportunities through written and radio PSAs, press releases, social media, local blogs and outreach via partner stakeholder groups.
- d. The GHD Team, led by RCAA, will send direct mailers to key properties in the project area.
- e. The GHD Team, led by RCAA, will solicit community involvement through direct interaction at key neighborhood and school events and gathering places.
- f. The GHD Team, led by RCAA, will meet with key community leaders and organizations in the project area.
- g. The GHD Team, led by RCAA, will collect and compile online and in-person feedback from engagement activities.
- h. The GHD Team, led by RCAA, will allow for opportunities to continue gathering public feedback after completed draft 30% concept and through the end of this grant.

Note: RCAA will attend all in-person community engagements, with support from GHD staff as needed.

Task 4.4: Conduct First Series of Public Engagement Activities

- a. The GHD Team, led by RCAA, will host a Kick-off Community Workshop. During this workshop, the project's objectives, schedule, and input opportunities will be presented and small-group community design sessions will be hosted to gain initial input from residents. A community feedback process will also be utilized to understand residents' highest priorities for public spending and transportation improvements. The primary objective of the workshop will be to gather community concerns and highest priority needs.
- b. The GHD Team, led by RCAA, will facilitate a community Walking Tour and Workshop of the project area. The Walking Tour will be held on a day/time most likely to encourage resident participation. Simultaneous Spanish interpretation will be provided if requested in advance.
- c. The GHD Team, led by RCAA, will work with the school in the vicinity of the project area (Union Street Charter School). School staff to plan engagement with students/families via in-classroom activities or through after-school activities.
- d. The GHD Team, led by RCAA, will compile community input on the project from a variety of sources, including survey responses, verbal input, written input, comments on tabletop maps and workshop posters, etc. Provide a compilation and summary of community input received.

Note: RCAA will attend the in-person workshop and walking tour, with support from key GHD staff.

Task 4.5: Conduct Concept Design Review Community Workshops

After the first series of community input opportunities and the following synthesis of potential concept designs, conduct a community workshop focused on reviewing several conceptual design alternatives.

- a. The GHD Team, led by RCAA, will implement a one-day pop-up infrastructure demonstration using temporary materials to demonstrate what a potential concept design could look and feel like. The City will secure any permits and materials needed for such a demonstration in a public right-of-way. The GHD Team, led by RCAA, will conduct a workshop one week after the pop-up demonstration.
- b. The GHD Team, led by RCAA, will conduct outreach for the workshop.
- c. The GHD Team, led by RCAA, will facilitate workshop. Provide simultaneous Spanish-interpretation.
- d. The GHD Team, led by RCAA, will compile public input from workshop.

Note: RCAA will attend the in-person workshop and walking tour, with support from key GHD staff.

Task 4 Deliverables

- Community engagement strategy plan memo
- Compilation of PTF input
- Outreach materials, brief memo of outreach activities, project website
- Presentation materials and compilation of public input

Task 5: Develop Concept Road, Walkway Design & Biking Facility Alternatives

The GHD team will develop concept roadway, walkway, and biking facility alternatives for the project area. Alternatives will be based on feedback from public engagement and the PTF. Alternatives will be created for:

- Typical vehicle, walking, and biking facilities appropriate for the project corridor and interchange location. These will be developed based on input received from the public and the PTF and refined into alternatives.
- Up to four alternatives will be illustrated using “stick” figures and Streetmix or Sketchup cross sections that depict general layout and typical configurations in the project context.
- A single preferred alternative will be developed in AutoCAD as a 30% concept.

Task 5.1 Develop Preliminary Alternatives

The GHD Team will prepare potential “early concept” improvements and connections that will be developed in “Stick” figures in GIS to denote general locations, configurations, and layout, lacking geometric detail. The GHD Team will develop these early concepts in collaboration with City and the PTF for up to four alternatives.

The GHD Team will prepare operational analysis for the selected concepts based on the traffic data obtained from the City and/or Caltrans (existing counts and forecasts). No data collection is included in the Scope of Work. The operational analysis will include intersection level of service (LOS) and queuing results at both US 101 ramp terminals only (using SIDRA and Synchro). The analysis will be used to provide high-level metrics related to operations, safety, and emissions of each alternative. The impact of each alternative on active transportation, as described by level of traffic stress (LTS) will also be calculated.

Based on input from the public, stakeholders, PTF and agencies, with City support, the GHD Team will prepare the 30% concepts for the preferred alternative, including cost estimates for construction and maintenance for the project area. The preferred alternative concept will include four sheets (cover sheet, typical cross section, layout, and one profile).

Task 5 Deliverables

- GIS-based conceptual road configuration and connection improvement plans, including 3D views or renderings to clarify concepts, and order-of-magnitude costs.
- PowerPoint presentation of Existing Conditions/Opportunities and Constraints and preliminary improvement concepts for presentation at meetings and workshops.
- Operational analysis and performance assessment model files and summary tables (Synchro and SIDRA files, excel files, GIS files)
- 30% concepts based on available aerial photographs and LIDAR topographic data that will include the following:
 - a. Plan and Profile of the project corridor
 - b. Typical sections
 - c. Preliminary layouts for roadway crossings and intersection Improvements
 - d. Engineer’s planning level cost estimate
 - e. City’s evaluation of costs related to road maintenance.

Task 6: Preparation and Presentation of Project Report

The GHD Team will prepare a report that outlines the process and alternatives for the Project.

Task 6.1: Prepare Draft Report

The report will include a project overview, compilation of best practices and technical memos, a discussion of community input and preferences concept design alternatives, and discussion of potential funding sources and phasing strategies. The draft will be consistent with VROOM (HCAOG's Regional Transportation Plan) and adopted city plans and Caltrans design standards. Comments and feedback will be solicited from the community and the PTF and will be addressed in the final report.

Task 6.2: Present to City Council and HCAOG Technical Advisory Committee

The GHD Team will conduct two presentations of the draft plan and design concepts. One presentation will be to the Arcata City Council during a public City Council meeting and the other will be to the HCAOG Technical Advisory Committee (TAC), during a public TAC meeting.

Note: Key GHD team members will present in person, with support from RCAA is needed.

Task 6.3: Prepare Final Report

The GHD Team will prepare the final report. It will address feedback from City staff, the City Council, HCAOG TAC, and public comments. This report will serve as the Project Report. It will include key material for preparation of grants and address key requirements for moving forward to the next stage of design and environmental analysis. The selection of a preferred alternative would occur during a subsequent project stage; however, a preferred alternative could be identified as part of this study, based on assessment of performance against criteria for available grants, input from the PTF, and public input. The next stage would entail environmental analyses and detailed engineering and ROW services.

Report Contents:

The draft and final reports will include the following elements:

- Introduction: Background and overview of the project; goals and objectives; summary of study process and public/stakeholder input (from HCAOG and other Project Task Force members); executive summary of recommendations; overview map(s) of alternatives, and preferred alternative, if applicable.
- Project Context: Summary of relevant plans, policies, standards, and guidelines; summary of existing conditions, opportunities, and constraints.
- Public Outreach: Summary of all public outreach efforts conducted, and a compiled summary of input received for the project.
- Alternatives Considered: Description with maps and illustrations of alternatives considered for project corridor, road crossings, and improvement of corridor along connecting roads and ramps. Description of criteria and evaluation that led to refinement and narrowing of alternatives.
- Preferred Alternative(s): Descriptions and 30% concept for a single preferred alternative for the project corridor. Plans and/or descriptions will depict and quantify potential ROW requirements, conceptual grading, drainage, utility, and structural implications. Plans and/or descriptions will include conceptual amenities, including lighting, fencing and gates, signage, markings, and wayfinding.
- Implementation: Construction cost estimate; other implementation cost considerations and estimate; maintenance cost considerations and estimate; potential implementation timeline with phasing.

Task 6 Deliverables

- Draft Study Report incorporating all the deliverables from the above tasks into an organized, clear, complete and well-illustrated document (see Report Contents outline below).
- PowerPoint presentation of the Draft Study Report for presentation at public meetings and workshops.
- A Final Study Report that incorporates/responds to comments and direction received on the Draft Study Report, including original files for Word, Excel, GIS, CAD and other native formats.

South G and Samoa Beautification and Safety Improvements (SGSBSIP) Scope of Work

Task 1: Project Administration

The project administration task will run concurrent to the SAMSIP. No additional labor costs are included in this task. This task includes \$2,500 in direct expenses to cover travel to the project kick-off meeting for GHD.

Task 1 Deliverables

- Monthly invoices
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Task 2: Assess Existing Conditions

The GHD Team (GHD and RCAA) will work with the City and Caltrans to assess existing conditions of the project area, building on work being concurrently completed on SAMSIP and on work the City has done to prepare this proposal. This task will consist of three parts outlined below:

Task 2.1: Assemble GIS and Multimodal Transportation Data

The concurrent work on SAMSIP will be expanded to cover the geographic scope of the SGSBSIP.

Task 2.2: Conduct Field Reconnaissance

The concurrent work on SAMSIP will be expanded to cover the geographic scope of the SGSBSIP.

Note: Key members of both GHD and RCAA will attend the field visit.

Task 2.3: Analysis of Opportunities and Constraints

The concurrent work on SAMSIP will be expanded to cover the geographic scope of the SGSBSIP.

Task 2 Deliverables

- Deliverables will reference and expand on concurrent SAMSIP effort.
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Task 3: Review Planning Documents and Best Practices

This task will run concurrent to the SAMSIP project. No additional labor costs are included in this task. This task includes \$2,500 in direct expenses to cover any additional materials (such as up to 4 intersection traffic counts) or travel for GHD based on the expanded project area of the SGSBSIP.

Task 3 Deliverables

- Deliverables will reference and expand on concurrent SAMSIP effort.

Task 4: Community Outreach

This task will run concurrent to the SAMSIP project. No additional meetings are included in this task. Additional labor effort is included to cover the added scope of the SGSBSIP.

Task 4.1: Refine Public Engagement Strategy

The concurrent work on SAMSIP will be expanded to cover the geographic scope of the SGSBSIP.

Task 4.2: Hold Project Task Force Meetings

The concurrent work on SAMSIP will be expanded to cover the geographic scope of the SGSBSIP.

Task 4.3: Solicit Engagement in the Project

The concurrent work on SAMSIP will be expanded to cover the geographic scope of the SGSBSIP.

Note: RCAA will attend all in-person community engagements, with support from GHD staff as needed.

Task 4.4: Conduct First Series of Public Engagement Activities

The concurrent work on SAMSIP will be expanded to cover the geographic scope of the SGSBSIP.

Note: RCAA will attend the in-person workshop and walking tour, with support from key GHD staff.

Task 4.5: Conduct Concept Design Review Community Workshops

The concurrent work on SAMSIP will be expanded to cover the geographic scope of the SGSBSIP.

Note: RCAA will attend the in-person workshop and walking tour, with support from key GHD staff.

Task 4 Deliverables

- Deliverables will reference and expand on concurrent SAMSIP effort

Task 5: Develop Concept Road, Walkway Design & Biking Facility Alternatives

The GHD team will develop concept roadway, walkway, and biking facility alternatives for the project area. Alternatives will be based on feedback from public engagement and the PTF. Alternatives will be created for:

- Typical vehicle, walking, and biking facilities appropriate for the project corridor and interchange location. These will be developed based on input received from the public and the PTF and refined into alternatives.
- A single preferred alternative will be developed using Remix and/or Sketchup as a concept illustration.

Task 5.1 Develop Preliminary Alternatives

The GHD Team will prepare potential “early concept” improvements and connections that will be developed in typical cross sections and visualizations depicting typical bicycle and pedestrian configurations appropriate to the SGSBSIP study area. The GHD Team will prepare figures in GIS to denote general locations, configurations, and layout, lacking geometric detail. The GHD Team will develop these early concepts in collaboration with City and the PTF for up to four alternatives.

The GHD Team will not prepare operational analysis for the SGSBSIP. However, based the traffic data obtained from the City and/or Caltrans (existing counts and forecasts), the GHD Team will present high-level estimates of metrics related to operations, safety, and emissions of each alternative. The impact of each alternative on active transportation, as described by level of traffic stress (LTS) will also be calculated.

Based on input from the public, stakeholders, PTF and agencies, with City support, the GHD Team will prepare a concept using Remix and/or Sketchup for the preferred alternative.

Task 5 Deliverables

- Deliverables will reference and expand on concurrent SAMSIP effort.
 - Remix and/or Sketchup illustrations of preferred alternative
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Task 6: Preparation and Presentation of Project Report

The GHD Team will prepare a technical memorandum that will accompany the SAMSIP report as an appendix. The memorandum will summarize the work completed in preceding tasks, and the selection of a preferred alternative.

Task 6.1: Prepare Draft Report

The concurrent work on SAMSIP will be expanded to cover the geographic scope of the SGSBSIP. The SGSBSIP alternatives will be presented. Comments and feedback will be solicited from the community and the PTF and will be addressed in the final report.

Task 6.2: Present to City Council and HCAOG Technical Advisory Committee

The concurrent work on SAMSIP will include presentation of the SGSBSIP. No additional presentations beyond those included in SAMSIP are proposed.

Note: Key GHD team members will present in person, with support from RCAA is needed.

Task 6.3: Prepare Final Report

The GHD Team will prepare the final report. It will address feedback from City staff, the City Council, HCAOG TAC, and public comments.

Task 6 Deliverables

- Deliverables will reference and expand on concurrent SAMSIP effort.
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South Arcata Multi-Modal Safety Improvements Plan (SAMSIP) Project COST PROPOSAL	GHD														RCAA	RCAA	RCAA	RCAA	TOTALS
	Josh Wolf	Kamesh Vedula	Todd Tregenza	Rosanna Southern	Kristen Orth-Gordinier	Paige Peel	Emily Shandy	Billy Park	Zach Stinger	Heather Anderson	Meg Sigler	Camille Penny	Andrea Hilton	Misha Schwarz					
Consultants Key Staff Positions/Titles:	Project Director	QA/QC Manager	Project Manager	Planning Lead	Public Outreach Support	Transportation Planner	Transportation Planner	Modelling	Traffic Engineer	Design Lead	Project Engineer	CAD Technician	Environmental Planner	Environmental QA/QC	Projects Coordinator	NRS Specialist II	NRS Specialist 1	Division Director	
Hourly Rate:	\$ 317.00	\$ 358.00	\$ 269.00	\$ 172.00	\$ 137.00	\$ 137.00	\$ 165.00	\$ 278.00	\$ 140.00	\$ 289.00	\$ 201.00	\$ 148.00	\$ 251.00	\$ 269.00	\$ 81.00	\$ 71.00	\$ 66.00	\$ 96.00	
Anticipated Hours per task/subtask																			
Task 1: Project Administration																			
Task 1.1 Project Kick-off Meeting and Project Management	4	4	60	16	2					8					4	4		24	
Task 1.2 Invoicing			24																
Task 1.3 Quarterly Progress Reports to City			5												8				
TOTAL HOURS PER TASK	4	4	89	16	2	0	0	0	0	8	0	0	0	0	12	4	0	24	163
TOTAL COST PER TASK	\$ 1,268.00	\$ 1,432.00	\$ 23,941.00	\$ 2,752.00	\$ 274.00	\$ -	\$ -	\$ -	\$ -	\$ 2,312.00	\$ -	\$ -	\$ -	\$ -	\$ 972.00	\$ 284.00	\$ -	\$ 2,304.00	\$ 35,539.00
Task 2: Assess Existing Conditions																			
Task 2.1 Assemble GIS and Multimodal Transportation Data		2	2	4		40	12		24										
Task 2.2 Conduct Field Reconnaissance			4	4		20									8				
Task 2.3 Analysis of Opportunities and Constraints			2	20		40	20		60										
Task 2.3a Preliminary Wetland and Botanical Constraints Assessment				2	8								24	4					
Task 2.3b Current Cultural Resources Conditions and Constraints Analysis				2	8								24	4					
TOTAL HOURS PER TASK	0	2	8	32	16	100	32	0	84	0	0	0	48	8	8	0	0	0	338
TOTAL COST PER TASK	\$ -	\$ 716.00	\$ 2,152.00	\$ 5,504.00	\$ 2,192.00	\$ 13,700.00	\$ 5,280.00	\$ -	\$ 11,760.00	\$ -	\$ -	\$ -	\$ 12,048.00	\$ 2,152.00	\$ 648.00	\$ -	\$ -	\$ -	\$ 56,152.00
Task 3: Review Planning Documents and Best Practices																			
Task 3.1 Research Best Practices for Small Town Walking and Biking Facilities				2			16												
Task 3.2 Review Key Local Planning Documents				1		12													
TOTAL HOURS PER TASK	0	0	0	3	0	12	16	0	0	0	0	0	0	0	0	0	0	0	31
TOTAL COST PER TASK	\$ -	\$ -	\$ -	\$ 516.00	\$ -	\$ 1,644.00	\$ 2,640.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,800.00
Task 4: Community Outreach																			
Task 4.1 Refine Public Engagement Strategy			4		4										8	4			
Task 4.2 Hold Project Task Force Meetings			16	16	8				2						12				
Task 4.3 Solicit Engagement in the Project					12										180	180	25		
Task 4.4 Conduct First Series of Public Engagement Activities			16	16	24										40	50			
Task 4.5 Conduct Concept Design Review Community Workshops		2	8	8	12					2					25	40			
TOTAL HOURS PER TASK	0	2	44	40	60	0	0	0	0	4	0	0	0	0	265	274	25	0	714
TOTAL COST PER TASK	\$ -	\$ 716.00	\$ 11,836.00	\$ 6,880.00	\$ 8,220.00	\$ -	\$ -	\$ -	\$ -	\$ 1,156.00	\$ -	\$ -	\$ -	\$ -	\$ 21,465.00	\$ 19,454.00	\$ 1,650.00	\$ -	\$ 71,377.00
Task 5: Develop Concept Road, Walkway Design & Biking Facility Alternatives																			
Task 5.1 Develop Preliminary Alternatives	8	16	16	4	28	16	40	60	100	120					4				
TOTAL HOURS PER TASK	8	16	16	4	28	16	40	60	100	120	0	0	0	0	4	0	0	0	412
TOTAL COST PER TASK	\$ 2,536.00	\$ 5,728.00	\$ 4,304.00	\$ 688.00	\$ -	\$ 3,836.00	\$ -	\$ 4,448.00	\$ 5,600.00	\$ 17,340.00	\$ 20,100.00	\$ 17,760.00	\$ -	\$ -	\$ 324.00	\$ -	\$ -	\$ -	\$ 82,664.00
Task 6: Preparation and Presentation of Project Report																			
Task 6.1 Prepare Draft Report	2	4	16	40	12	80	20			4					4				
Task 6.2 Present to City Council and HCAOG TAC	2		4																
Task 6.3 Prepare Final Report		2	4	8		24	4												
TOTAL HOURS PER TASK	4	6	24	48	12	104	24	0	0	4	0	0	0	0	4	0	0	0	230
TOTAL COST PER TASK	\$ 1,268.00	\$ 2,148.00	\$ 6,456.00	\$ 8,256.00	\$ 1,644.00	\$ 14,248.00	\$ 3,960.00	\$ -	\$ -	\$ 1,156.00	\$ -	\$ -	\$ -	\$ -	\$ 324.00	\$ -	\$ -	\$ -	\$ 39,460.00
GRAND TOTAL HOURS:	16	30	181	143	90	244	72	16	124	76	100	120	48	8	293	278	25	24	1888
GRAND TOTAL LABOR	\$5,072	\$10,740	\$48,689	\$24,596	\$12,330	\$33,428	\$11,880	\$4,448	\$17,360	\$21,964	\$20,100	\$17,760	\$12,048	\$2,152	\$23,733	\$19,738	\$1,650	\$2,304	\$289,992

South G and Samoa Beautification and Safety Improvements Project Cost Proposal (OPTIONAL)	GHD										RCAA	RCAA	RCAA	TOTALS
	Josh Wolf	Kamesh Vedula	Todd Tregenza	Rosanna Southern	Kristen Orth-Gordinier	Paige Peel	Emily Shandy	Zach Stinger	Meg Sigler	Direct Expenses	Projects Coordinator	NRS Specialist II	NRS Specialist I	
	Project Director	QA/QC Manager	Project Manager	Planning Lead	Public Outreach Support	Transportation Planner	Transportation Planner	Traffic Engineer	Project Engineer					
Consultants Key Staff Positions/Titles:														
Hourly Rate:	\$ 317.00	\$ 358.00	\$ 269.00	\$ 172.00	\$ 137.00	\$ 137.00	\$ 165.00	\$ 140.00	\$ 201.00		\$ 81.00	\$ 71.00	\$ 66.00	
Anticipated Hours per task/subtask														
Task 1: Project Administration														
Task 1.1 Project Kick-off Meeting and Project Management														
Task 1.2 Invoicing														
Task 1.3 Quarterly Progress Reports to City														
TOTAL HOURS PER TASK	0	0	0	0	0	0	0	0	0		0	0	0	
TOTAL COST PER TASK	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00
Task 2: Assess Existing Conditions														
Task 2.1 Assemble GIS and Multimodal Transportation Data			2	4		16	12	24						
Task 2.2 Conduct Field Reconnaissance			2	4		20								
Task 2.3 Analysis of Opportunities and Constraints				4		60	20							
Task 2.3a Preliminary Wetland and Botanical Constraints Assessment														
Task 2.3b Current Cultural Resources Conditions and Constraints Analysis														
TOTAL HOURS PER TASK	0	0	4	12	0	96	32	24	0		0	0	0	168
TOTAL COST PER TASK	\$ -	\$ -	\$ 1,076.00	\$ 2,064.00	\$ -	\$ 13,152.00	\$ 5,280.00	\$ 3,360.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,932.00
Task 3: Review Planning Documents and Best Practices														
Task 3.1 Research Best Practices for Small Town Walking and Biking Facilities														
Task 3.2 Review Key Local Planning Documents														
TOTAL HOURS PER TASK	0	0	0	0	0	0	0	0	0		0	0	0	0
TOTAL COST PER TASK	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00
Task 4: Community Outreach														
Task 4.1 Refine Public Engagement Strategy											5	3		
Task 4.2 Hold Project Task Force Meetings											12			
Task 4.3 Solicit Engagement in the Project						8					80	125	25	
Task 4.4 Conduct First Series of Public Engagement Activities			3	4	8	4					40	50		
Task 4.5 Conduct Concept Design Review Community Workshops			8	8	4						20	30		
TOTAL HOURS PER TASK	0	0	11	12	20	4	0	0	0		157	208	25	437
TOTAL COST PER TASK	\$ -	\$ -	\$ 2,959.00	\$ 2,064.00	\$ 2,740.00	\$ 548.00	\$ -	\$ -	\$ -	\$ -	\$ 12,717.00	\$ 14,768.00	\$ 1,650.00	\$ 37,446.00
Task 5: Develop Concept Road, Walkway Design & Biking Facility Alternatives														
Task 5.1 Develop Preliminary Alternatives	2	4	12	21		60			40		3			
TOTAL HOURS PER TASK	2	4	12	21	0	60	0	0	40		3	0	0	142
TOTAL COST PER TASK	\$ 634.00	\$ 1,432.00	\$ 3,228.00	\$ 3,612.00	\$ -	\$ 8,220.00	\$ -	\$ -	\$ 8,040.00	\$ -	\$ 243.00	\$ -	\$ -	\$ 25,409.00
Task 6: Preparation and Presentation of Project Report														
Task 6.1 Prepare Draft Report			8	16	3	16	8				3			
Task 6.2 Present to City Council and HCAOG TAC				8		8	4							
Task 6.3 Prepare Final Report					3	24	12	0	0					
TOTAL HOURS PER TASK	0	0	8	24	3	24	12	0	0		3	0	0	74
TOTAL COST PER TASK	\$ -	\$ -	\$ 2,152.00	\$ 4,128.00	\$ 411.00	\$ 3,288.00	\$ 1,980.00	\$ -	\$ -	\$ -	\$ 243.00	\$ -	\$ -	\$ 12,202.00
GRAND TOTAL HOURS:	2	4	35	69	23	184	44	24	40		163	208	25	821
GRAND TOTAL LABOR	\$634	\$1,432	\$9,415	\$11,868	\$3,151	\$25,208	\$7,260	\$3,360	\$8,040	\$ 5,000.00	\$13,203	\$14,768	\$1,650	\$104,989