

# Technical Memo No. 1

## Graham County Alternate Route Study: Work Plan

---

This Work Plan outlines the scope of work, study area boundary, schedule and staffing requirements for the Graham County Alternate Route Study.

### 1. SCOPE OF WORK

The scope of work for this project includes:

- Task 1: Refine the Work Plan
- Task 2: Working Paper 1 - Current and Future Conditions
- Task 3: First Phase of Public Involvement
- Task 4: Working Paper 2 – Determination of Need and Feasibility
- Task 5: Working Paper 3 - Preferred Corridor Alternative
- Task 6: Second Phase of Public Involvement
- Task 7: Final Report and Executive Summary

#### **Task 1: Work Plan**

A detailed Work Plan will be prepared, which will include:

- Scope of work
- Study area boundary
- Project Schedule
- Staffing requirements

*Product: Technical Memo No. 1: Work Plan*

#### **Task 2: Working Paper 1 – Current and Future Conditions**

Task 2 will collect and incorporate background data and information that will create a picture of the current and future conditions within the study area. It will include:

##### A. Inventory of Current Conditions:

- Conduct a field review of the study area.
- Identify and provide a general description of all studies and existing data relevant to the study area. This should include completed, ongoing, and proposed studies.
- Prepare an inventory and evaluation of current land use patterns, travel data, major freight facilities, access management policies, road conditions, crash history, current levels of service and safety, characteristics of the physical, natural and cultural environments and socioeconomic characteristics. Evaluate data, estimates, and projections from relevant existing sources.

##### B. Forecast of Future Conditions:

Future travel conditions in the study area will be forecasted using the travel-forecasting model and the latest land use plans for Graham County, Safford, Thatcher, and Pima. The forecasts will be used to identify a need for the alternate route for the horizon years of 2020, 2030, and 2040.

- Develop a travel demand forecast to determine the expected level of utilization of a potential connector route by commercial and passenger over a 10, 20 and 30 time horizon by commercial and passenger vehicles. Utilize current and historical traffic count data along US 191, as well as the traffic reports developed as a function of the US 191 DCR.
- Based on the travel demand forecasts and data collected from various sources, project future conditions within the study area.

*Product: The product of Task 2 is Working Paper 1, which will present the existing and future conditions for 2020, 2030, and 2040.*

### **Work Task 3: First Phase of Public Involvement**

The first phase of public involvement will be held at the completion of the Existing and Future Conditions task and will be held in conjunction with the US 191 DCR Public Meeting. It will provide an overview of the study, summarize the existing and future conditions, display the project schedule, and request comments on the material presented.

- Preparation of presentation materials for public meetings, including display boards, handouts and comment forms. These materials will summarize the information contained in Working Paper 1.
- A summary report will be prepared following the completion of the meetings. This report will provide documentation of the meetings; including all publicity and presentation materials, comments received, and responses to the comments. The report will be submitted to the TAC for review and comment.

*Product: Public Involvement Summary Report No. 1.*

### **Work Task 4: Working Paper 2: Determination of Need and Feasibility**

The purpose of Task 4 is to identify the need and possible location of the alternate route, as well as determine if any fatal flaws are associated with the developed alternatives.

A. Determine the potential need for a potential new connector corridor within the study area; identify and evaluate corridor alternatives.

- Develop criteria for determining the need for a new connector corridor.
- Review and analyze any existing, planned or identified proposed corridors.
- Develop a list of potential alternative corridors; a corridor should be considered a broad general location in which a future roadway may be located.
- Using generally accepted planning criteria, analyze advantages and disadvantages of the identified corridor alternatives.

B. If need is determined, conduct a "fatal flaw" analysis of feasibility for the corridor alternatives.

- Conduct a planning-level scan of engineering and environmental factors, community concerns, and other issues to identify potential "fatal flaws" and other major challenges.

*Product: The product for Task 4 is Working Paper 2, which will present the need and feasibility for the development of the alternate route, as well as identify potential corridors and alternatives for the route.*

### **Work Task 5: Working Paper 3: Preferred Corridor Alternative**

The purpose of Task 5 is to identify the roadway design criteria, cross section, and facility type that will meet the project objectives and the projected travel demand as determined in this study. A preliminary cost estimate will be developed to aid the agency in the budgeting process.

- Based on need and feasibility, identify the preferred corridor alternative. Develop an appropriate cross section and roadway type for the ultimate facility based on defined planning objectives, ADOT policies, and estimated 10, 20 and 30 year travel demand.
- Develop a general cost estimate for implementing the preferred corridor alternative. Identify available public funding mechanisms for the US191 connector corridor, and evaluate alternative methods or combination of methods of funding.

*Product: The product for Task 5 is Working Paper 3, which will present the preferred corridor alternative, as well as the type of facility proposed. In addition, a preliminary cost estimate will be supplied.*

### **Work Task 6: Second Phase of Public Involvement**

The second phase of public involvement will be held at the completion of the development of the preferred corridor alternative. The purpose of the meeting will be to present the preferred corridor, a description of the facility type, and cross sectional elements. Future work tasks for the project development and schedule will also be displayed. Materials will be presented and comments will be recorded.

- Preparation of presentation materials for public meetings, including display boards, handouts and comment forms. These materials will summarize the information contained in Working Papers 2&3.
- A summary report will be prepared following the completion of the meetings. This report will provide documentation of the meetings; including all publicity and presentation materials, comments received, and responses to the comments. The report will be submitted to the TAC for review and comment.

*Product: Public Involvement Summary Report No. 2.*

### **Work Task 7: Final Report and Executive Summary.**

The draft final report and executive summary will include the following:

- Compilation of Working Papers 1, 2 & 3.
- Summary Reports that document the public involvement process.

*Product: The Final Report and Executive Summary for the Graham County Alternate Route Study.*



### 3. PROJECT SCHEDULE

Task	Meeting Date	Initial Draft	Final Draft
Technical Memo No. 1: Work Plan		March 18, 2008	March 25, 2008
Working Paper No. 1: Current and Future Conditions		April 18, 2008	April 30, 2008
TAC Meeting	Week of April 28, 2008*		
Public Meeting No. 1: With US191 DCR	TBD – May 2008		
Public Involvement Summary Report No. 1		TBD – within 1 wk of public mtg	TBD – within 2 wk of initial draft
Working Paper No. 2: Determination of Need and Feasibility		June 25, 2008	July 9, 2008
Working Paper No. 3: Preferred Corridor Alternative		August 19, 2008	September 9, 2008
TAC Meeting	August 25, 2008*		
Public Meeting No. 2: With Graham County SAT	Week of September 22, 2008		
Public Involvement Summary Report No. 2		October 1, 2008	October 14, 2008
Final Draft Report & Executive Summary		November 12, 2008	
TAC Meeting	Week of November 17, 2008*		
Final Report & Executive Summary			December 5, 2008

\*TAC Meeting Schedule is currently coordinated with the Graham County SAT schedule, with the assumption, that separate meetings will be scheduled on the same day.

### 4. STAFFING

Key staffs required are:

Name	Title	Contact Information
Becky Fly, PE	Project Manager	<a href="mailto:flyb@pbworld.com">flyb@pbworld.com</a>
Krishna Anantuni, PE	Senior Transportation Engineer	<a href="mailto:anantuni@pbworld.com">anantuni@pbworld.com</a>
Ying Chen	Transportation Planner	<a href="mailto:chenyi@pbworld.com">chenyi@pbworld.com</a>
Jihong Cao	Traffic Engineer (Modeling)	<a href="mailto:caoj@pbworld.com">caoj@pbworld.com</a>
Amy Carothers	Environmental Planner	<a href="mailto:corathers@pbworld.com">corathers@pbworld.com</a>
Matthew Porter	GIS Analyst	<a href="mailto:porterma@pbworld.com">porterma@pbworld.com</a>