

Work Plan Tasks & Products

Task 1: Project Management and Coordination

Products & Meetings: Six (6) TAC Meetings
Fourteen (14) Meetings with ADOT and City Project Managers
Interviews with Key City Staff and Stakeholders
Meetings with ADOT CCP Consultant
Monthly Progress Reports

Jacobs' Project Manager, Rick Powers, will be the primary point of contact for ADOT and City Project Managers, and the TAC.

1.1 He will meet with the ADOT and City Project Managers once a month to review study progress, present working papers, study findings, and solicit direction. He will also monitor work progress, schedule, and budget to ensure the project is progressing in a manner acceptable to ADOT and the City of Apache Junction.

1.2 **Technical Advisory Committee (TAC).** A TAC has been established for this study and includes representation from the following agencies:

- City of Apache Junction
 - Public Works
 - Development Services
 - Economic Development
 - Parks and Recreation
 - Police Department
- Pinal and Maricopa County(s)
- Central Arizona Association of Governments (CAAG)
- Arizona Department of Transportation (ADOT)
 - Multimodal Planning Division (ADOT MPD)
 - Communication and Community Partnerships (ADOT CCP)
 - Environmental Planning Group (ADOT EPG)
 - Phoenix District
 - Economic Development
- Arizona State Lands Department (ASLD)

- Maricopa County Department of Transportation (MCDOT)
- City of Mesa
- Apache Junction Fire District
- Apache Junction Unified School District
- Maricopa County Flood Control District

Charla Glendening - ADOT Project Manager, Giao Pham - City Engineer, and David Fern - City Public Works Director will also serve as TAC members. We will work closely with the TAC to ensure the successful development of the plan. The TAC will provide input and feedback throughout the study and serve as a liaison between this study team and the local jurisdictions or agencies they represent.

1.3 Jacobs staff will attend meetings/interviews with key City staff and stakeholders and support the public involvement process.

1.4 The Jacobs Team will adhere to rigorous Quality Assurance / Quality Control (QA/QC) procedures. Rick Powers will oversee the quality assurance, study proceedings, and document preparation throughout the study.

Task 2: Revise Work Plan

Products & Meetings: Kick-off Meeting
Refined Study Boundary, Work Plan, Schedule
Project Website
Public Involvement Plan

2.1 Jacobs proposes to create a Project Influence Area in addition to the Study Area. The Project Influence Area is a geographical area (often reaching beyond the study boundary) that directly affects the study area. This is needed to identify and accurately quantify the impact of traffic generated outside the study area within the City's transportation system.

2.2 **Communication with Public & Stakeholders:** The ADOT CCP Consultant will lead the public involvement efforts. Jacobs will work closely with public involvement consortium to develop a public involvement plan that will present information to and solicit input

from stakeholders and public. Jacob proposes creating a project website as a means to broadcast information to the public. The project website will include online forms for the public to provide comments and ask questions about the study.

2.3 Refined Work Plan: Based on the results from Subtasks 2.1 to 2.4, we will start an open discussion with the TAC to identify revisions to the work plan and study boundary. The revised work plan will be distributed to the TAC for final approval. It will include a schedule, and a staffing plan. The team will then identify major streets and highways to be included in the study.

Task 3: Current Conditions

Products & Meetings: Working Paper 1: Existing Conditions
Previous Studies Comparison Summary

A critical first step in the development of a comprehensive transportation system plan for the City is to conduct a thorough inventory and evaluation of existing transportation systems and land-use characteristics within the study area. We will accomplish this by utilizing the following steps:

3.1 Review Relevant Studies, Plans, Policies, and Standards. We will conduct a comprehensive review of all relevant regional and local planning documents and studies including:

- Apache Junction General Plan and Amendments
- 2004 Apache Junction Small Area Transportation Study
- 2005 Apache Junction Transit Feasibility Study
- 2006 Pinal Small Area Transportation Study
- Pinal County Regionally Significant Routes for Safety and Mobility
- Portalis Master Land Use and Transportation Plan
- Pinal County Transit Feasibility Study
- US 60: Superstition Freeway to Florence Junction DCR & Environmental Assessment (EA)
- Phoenix-Mesa Gateway Airport Master Plan
- North-South Freeway Corridor Location/DCR Study & Environmental Assessment

- SR 802 Corridor Location/DCR Study & EA

3.2 Inventory of Current Transportation System & Conditions. We will conduct a comprehensive data collection to assess the current mobility conditions in and around the study area for both motorized and non-motorized modes of travel. Using the data collected, a comprehensive GIS database will be generated that clearly depicts the current status of the existing transportation system. Additional pertinent inventory items that will be gathered include:

- 1) Accident history for the past five (5) years
- 2) Environmental overview - characteristics of physical, natural, and cultural environments
- 3) Access management guidelines

3.3 Inventory of Demographic and Land Use Characteristics. Land use is a critical input in the evaluation of current and future transportation needs. We will inventory existing land uses, demographics, major activity centers, and growth patterns for the study area.

3.4 Update of the Pinal County Travel Demand Model. A travel demand model tool is necessary to evaluate the performance of the City's roadway system. Traffic generated within the City and outside areas, such as Southern Pinal County and other cities in Maricopa County, has a considerable effect on Apache Junction's roadways. The influence area, coupled with the regional travel demand model, will help in quantifying this impact on the City's roadways. To accomplish this, we propose to use the Pinal County Travel Demand Regional Model—the same model used during the Portalis Master Plan study, which was conducted by Jacobs. The model will be modified to reflect current conditions.

3.5 Transit Inventory. The Jacobs Team will inventory current multimodal conditions within the Study Area. We will summarize the operations of existing human services transportation providers in the area, including available data concerning governance, fleet status, levels of service, ridership, employment and other activity centers, and travel patterns. Unmet needs identified by the City, CAAG, the

operators themselves, TAC members, and other stakeholders will be summarized. We will also inventory major pedestrian and bicycle facilities. We will examine and document the demographic and socioeconomic characteristics of public transportation and non-motorized transportation users.

3.6 Environmental Justice (Title VI). Using available census data, we will prepare GIS maps and tables illustrating the locations of Title VI population groups. We will ensure that concerns with regard to Title VI population groups will be addressed throughout the Study process.

3.7 Evaluation of Current Conditions. Once the current conditions inventory is completed, Jacobs will analyze the data to determine performance condition of the transportation system and identify where the system is deficient. Results of the analysis will be presented using easily understandable GIS maps and tables. Tasks will include the following:

- Conduct traffic circulation performance analysis using Highway Capacity Methods (HCM)
- Conduct intersection Level of Service (LOS) analysis for critical intersections using HCM methods
- Evaluate the area's current pavement and bridge conditions
- Perform crash analysis and identify problem intersections and roadway segments
- Identify access management practices and issues
- Analyze current transit demand, including the demand for medical, shopping, educational, and other trips
- Locate bicycle and pedestrian facilities
- Review and evaluate the current functional classification designations of all roads

3.8 Document Current Conditions. We will prepare a draft Working Paper 1 documenting the existing conditions analysis and deficiencies for roadways in the study area. The Working Paper will be provided to the TAC for review and comments. Working Paper 1 will be revised to address all received comments.

Task 4: Future Conditions

**Products & Meetings: Working Paper 2: Future Conditions
GIS Mapping
TransCAD Travel Demand Model**

The purpose of this task is to forecast future travel demand and identify deficiencies and needs from a multimodal perspective.

4.1 Develop Future Socioeconomic Conditions. Jacobs will work with the City and TAC to establish three population thresholds for the study area. We will then develop appropriate employment and housing unit forecasts for each threshold with support from the City staff and local planning agencies such as CAAG and Pinal County. Socioeconomic datasets in the travel demand model will be updated accordingly.

4.2 Forecast Systemwide Future Traffic Volumes. Jacobs will forecast **future traffic volumes for each of the three population growth thresholds. Each scenario will assume no roadway improvements.** Each scenario estimates the increase in traffic volumes on current roadways, if no improvements are made. These scenarios provide valuable insight into future transportation needs. The Enhanced Pinal County Travel Demand Model will be utilized for this task.

4.3 Analyze Roadway Performance with Future Demand. Jacobs will assess the transportation system performance for each population growth threshold by evaluating the performance of the roadway network. We will by analyze the roadway system's LOS and identify future deficiencies. The HCM methods will be used for the LOS analysis. In addition, Jacobs will perform intersection analysis for critical intersections in the study area.

4.4 Transit Demand Estimation. The Jacobs Team will examine concepts for future public transportation in the Study Area. We will review the findings and recommendations of the 2008 Arizona Rural Transit Needs Study. We will also review the transit demand findings of the 2005 Apache Junction Transit Feasibility Study and revise the

estimates to reflect the changes in study area demographics since 2005. We will identify candidate demographic thresholds that would warrant additional public transportation services such as the implementation of local circulators or extension of the LINK bus rapid transit service from Mesa into Apache Junction, as well as the eventual extension of light rail into the study area.

The consultant will utilize forecasted population and employment data by traffic analysis zone (TAZ) to estimate transit demand for population growth threshold. We will evaluate the projected demand and will estimate levels of service and potential transit route alignments needed to meet that demand at each threshold, considering existing and emerging residential areas and employment centers.

- 4.5 Document Future Conditions.** Jacobs will prepare a draft Working Paper 2 documenting the future conditions for the study area. The working paper will be provided to the TAC for review and comments. Working Paper 2 will be revised to include any comments received.

Task 5: Public and Stakeholder Involvement – Phase I

Products & Meetings: **Public Meeting Summary Report 1**
Public Meeting Exhibits
PowerPoint Presentation

A public involvement meeting will be conducted. At this meeting, existing and future conditions and preliminary issues will be presented to the public to seek their input. An ADOT CCP consultant will lead the effort in organizing this public meeting. This consultant will also coordinate with the stakeholders to ensure Title VI groups are aware of the public meetings. We will provide the public involvement consultant with meeting graphics and a PowerPoint presentation. Jacobs staff will attend the meeting to answer questions. The CCP consultant will prepare Public Meeting Summary Report 1.

Task 6: Evaluation Criteria and Plan for Improvements

Products & Meetings: **Project Evaluation Criteria**
Working Paper 3: Draft Transportation Plan

The purpose of this task is to develop a plan for transportation improvements to address the deficiencies identified in earlier tasks for all modes. Draft transportation plans will be prepared for three population growth thresholds.

- 6.1 Identify Evaluation Criteria.** Jacobs will coordinate with the TAC to prepare a list of performance measures to evaluate various transportation improvements and alternative roadway and transit scenario combinations. Performance measures will include current and future traffic volumes, traffic impacts of new developments, congested speeds, level of service, safety, local and regional connectivity, and transit demand.
- 6.2 Develop Transportation System Alternatives.** Jacobs will meet with ADOT and other local planning agencies to identify the potential timeframes for completion of each major roadway facility such as US 60 Reroute, SR 802, North/South Freeway etc. We will also review deficiencies identified in earlier tasks and prepare several transportation improvement scenarios to assess the impacts on the City's transportation system. Each capacity related roadway improvement will be evaluated using the travel demand model. We will also evaluate the City's road classification system for both urban and rural areas and recommend revisions.
- 6.3 Prepare Transit Plan.** The Jacobs Team will update the draft Apache Junction Transit Feasibility Study that was prepared for the City by Lima & Associates and submitted in January 2005. We will update this study by revising the anticipated residential growth, including the Portalis development south of US 60 and other developments, as well as new employment centers and other attractors. We will revise the population and employment density thresholds for implementing or expanding different forms of public transportation that were

presented in the 2005 Study. We will revise the strategies recommended in 2005 to reflect revised demographic projections and evolving transportation preferences in the study area. Revised strategies could include the implementation of transportation demand management such as a ride sharing program or vanpool program; development of one or more local circulator service areas where concentrations of population and employment warrant; development of a local fixed route or deviated fixed route transit network; extension of the bus rapid transit LINK service currently operated from the east end of the METRO light rail route to Superstition Springs eastward from Superstition Springs into the study area; and planning and right of way preservation for future extension of light rail into the study area. We will present the findings and recommendations of the Transit Feasibility Update to the City Council for their consideration for adoption.

6.4 Access Management. Sound access management practices can lead to safer roads and provide better service to motorists. The Jacobs team will provide the City with concise, realistic and practical access management guidelines. We will utilize the recently completed ADOT Statewide Access Management guidelines for this task.

6.5 Prepare Three Phased Transportation Improvement Plans. Based on input from the TAC, public, and analysis results, a preferred transportation improvements scenario will be selected that best addresses the City’s future transportation needs and issues including:

- Regional connectivity
- Local traffic circulation
- Pedestrian crossings
- Mobility solutions for motorized and non-motorized modes
- Intersection and roadway safety
- Intersection improvements
- Funding sources
- Traffic impacts of new residential and commercial development

Transportation improvement projects for all modes of transportation and for each phase of the three population growth thresholds will be identified. General construction cost estimates with potential funding

sources will be included. Right-of-way (ROW) preservation will be recommended for corridors identified in the plan.

6.6 Address Environmental Justice (Title VI) Concerns. The Jacobs Team will ensure that Title VI concerns regarding Environmental Justice are addressed throughout the study. We will:

- Identify how proposed transportation projects will affect minority, low-income, elderly, and mobility limited populations.
- Describe the potential effects of transportation projects, both positive and negative on these populations.
- Determine if projects place a disproportionate burden on minority, low-income, elderly, and mobility limited populations.
- Recommend mitigation measures as well as measures to enhance transportation opportunities.

6.7 Prepare Draft Transportation Plan. Jacobs will prepare a draft Working Paper 3 documenting the draft transportation plan. The working paper will be provided to the TAC for review and comments. Working Paper 3 will be revised to include any comments received.

6.8 Funding Sources. Funding is key to the implementation of the transportation plan. Funding sources will include federal, state, regional, local, and private sources. In addition, we will identify any potential public-private partnership opportunities. A comprehensive funding matrix will be prepared as a tool for the City to assist in planning ahead for the funding application process and will include: funding source name, description, requirements, and availability.

6.9 Implementation Plan will provide guidelines for executing the three phase transportation plan and will include recommendations for:

- **Traffic impact guidelines when development occurs**
- **Roadway cross-section design standards for urban & rural areas**
- **Threshold traffic volumes to plan for right-of-way preservation and roadway widening**
- **Threshold transit demand to expand transit services**

Task 7: Public and Stakeholder Involvement – Phase II

Products & Meetings: **Public Meeting Summary Report 2**
Public Meeting Exhibits
PowerPoint Presentation

A second public involvement meeting will be conducted to present the draft transportation plan to the public. The CCP consultant will lead the effort in organizing the public meeting. We will provide the consultant with graphics and a PowerPoint presentation. ADOT CCP consultant will prepare Public Meeting Summary Report 2.

Task 8: Draft Final Report

Products & Meetings: **Draft Final Report**
City Council Presentation

Working Papers, public involvement Summary Reports, stakeholder interviews, and other input regarding future transportation needs and recommendations will be compiled into a draft final draft report. The draft final report will also include funding strategies, implementation plan, and recommendations regarding future studies. The draft final report will be distributed to the TAC for review and comments. Jacobs will also present the draft transportation plan to the City Council.

Task 9: Final Report

Products & Meetings: **Final Report and Executive Summary**

Revisions and comments on the draft report received from the TAC will be incorporated into the Final Report. An executive summary will then be prepared. Upon approval and final acceptance of the study, five CD copies and five hard copies of the final report and executive summary will be

delivered to the City of Apache Junction; five CD copies and ten hard copies of the final report will be delivered to the ADOT; and one CD and one hard copy of the final report will be delivered to each member of the TAC. Each CD will contain all working papers, public involvement summaries, and the final report. In addition, the raw GIS data and the TransCAD model data developed for the study will be provided to ADOT and the City of Apache Junction.