



# Kingman Area Transportation Study Update

ADOT MPD Task Assignment 14-10  
PGTD 0448  
Contract # T08-49-U0001

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## DRAFT Work Plan

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*Prepared for:*  
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# 1. INTRODUCTION

## 1.1 Study Purpose

The principal purpose of the Kingman Area Transportation Study Update is to update the 2005 Kingman Area Transportation Study and expand the study area from 59 square miles to 165 square miles. The study will result in a plan of improvements for 5- (short-range), 10- (mid-range), and 20-year (long-range) transportation planning horizons. The recommendations will be multimodal, considering roadways, non-motorized transportation modes (bicycles and pedestrians), and transit components.

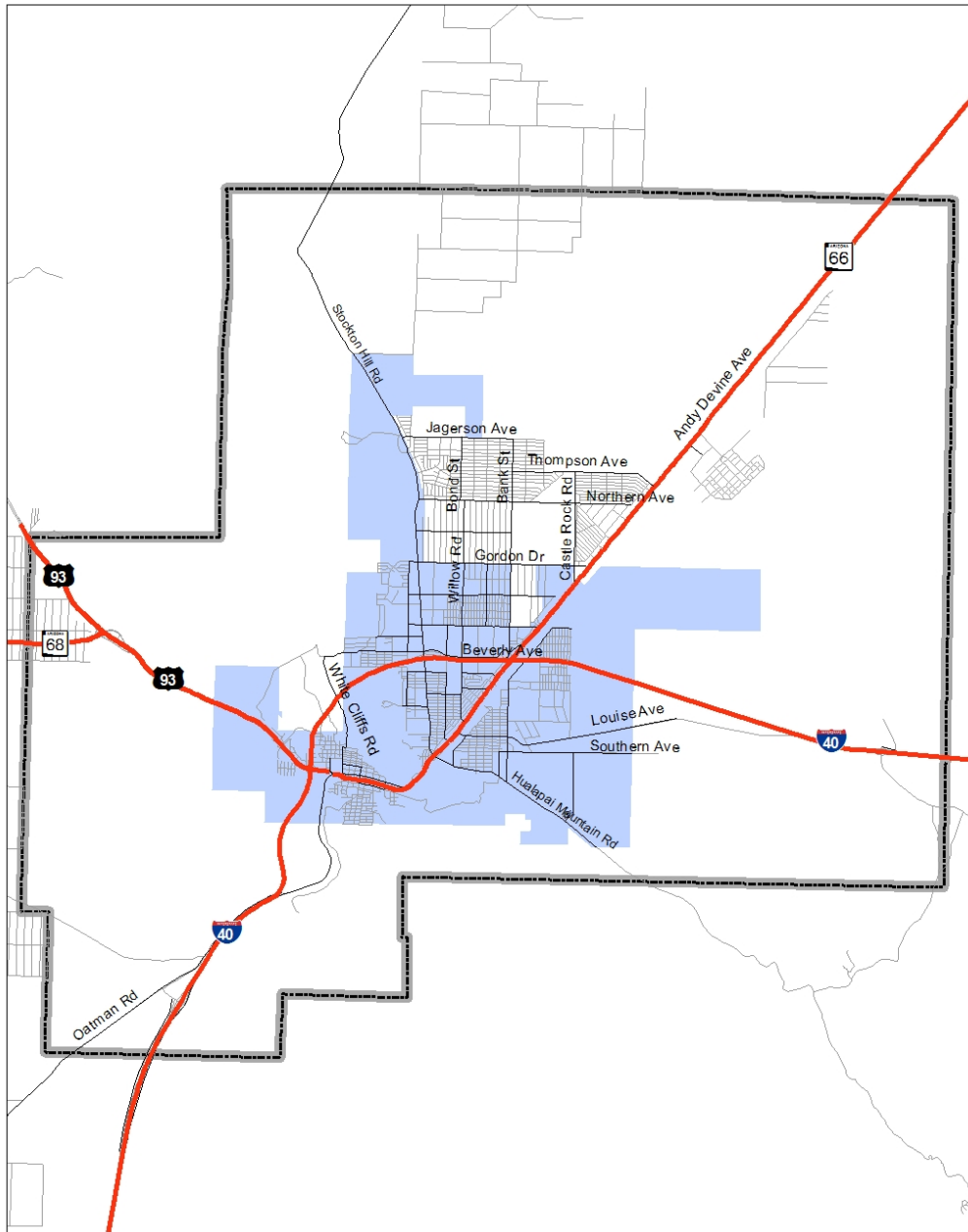
## 1.2 Study Objectives

Objectives of the Kingman Area Transportation Study Update are:

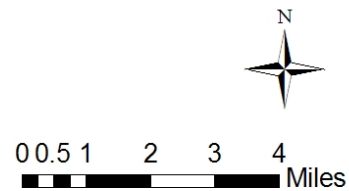
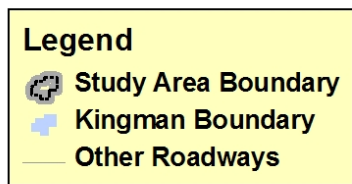
- Update the inventory of existing conditions to account for recent improvements, development plans, and changes in socioeconomic data.
- Collect and analyze new volume data, accident information, and geometric conditions in order to document existing deficiencies.
- Update the transportation model using the latest population and employment information and the current street system.
- Refine and expand the modeling network and zone system as appropriate to incorporate the new study area.
- Use the TransCAD travel-forecasting model to project future travel demand for the years 2015, 2020, and 2030.
- Evaluate the performance of the system for each of the horizon years and document the future deficiencies.
- Develop a set of alternative actions to address the existing and future deficiencies as well as any special topics identified by the project stakeholders.
- Provide implementation recommendations.
- Explore creative financing opportunities to fund recommended improvements.
- Document the results of the study process and the recommendations in a ‘reader-friendly’ report and Executive Summary.

## 1.3 Study Area

The study area for the Kingman Area Transportation Study encompasses all of the City of Kingman plus portions of unincorporated Mohave County, as shown in **Figure 1**.



### Kingman Area Transportation Study



**Figure 1: Study Area Map**

## **1.4 Technical Advisory Committee**

A Technical Advisory Committee (TAC) will be established to participate in the study process. TAC members will be selected in coordination with the ADOT Project Manager. It is anticipated that the following agencies will be represented on the TAC:

- ADOT Multimodal Planning Division
- ADOT Communication and Community Partnerships
- ADOT Kingman District
- City of Kingman City Manager
- City of Kingman Public Works
- City of Kingman Engineering
- City of Kingman Development Services
- City of Kingman Fire Department
- City of Kingman Police Department
- Mohave County Public Works
- Mohave County Development Services
- Mohave County Economic Development
- Mohave County Sheriff's Office
- Northern Arizona Fire
- Kingman Airport Authority
- Arizona Game and Fish Department
- US Bureau of Land Management
- Western Arizona Council of Governments

Technical Advisory Committee Meetings will be held at key milestones and/or decision points during the study. The purpose of the meetings will be to communicate study progress, provide opportunities for discussion, and present study documents (Work Plan, Working Papers, Summary Reports, and Final Report) for review and comment. Milestone points at which TAC meetings will be held are identified in the project schedule and the work task descriptions.

## 2. PUBLIC INVOLVEMENT PLAN

### 2.1 *Project Description*

The Arizona Department of Transportation Multimodal (ADOT) Planning Division (MPD) and Communication and Community Partnerships Division (CCP) are collaboratively working with the City of Kingman to conduct a transportation study funded by the Planning Assistance for Rural Areas (PARA) program. The study will produce a long-range transportation master plan for the Kingman community and recommend multimodal transportation improvements for 5-, 10-, and 20-year planning horizons.

The plan is intended to meet the needs of the City, have public and elected official support, match project cost with reasonable funding sources, and provide sound implementation priorities.

### 2.2 *Public Involvement Goal*

The goal of public involvement is to educate stakeholders and the public about the study, provide opportunities for community input, and create a process for building consent in support of the study recommendations.

### 2.3 *Public Meetings*

Two public meetings will be held at the City of Kingman Council Chambers located at 310 North Fourth Street in Kingman between 4 p.m. and 6 p.m. on dates to be determined.

#### 2.3.1 *Notification*

**Newspaper advertisements** will be placed two weeks prior to each public meeting in the Kingman Daily Miner. The Kingman Daily Miner is the local newspaper distributed to subscribers and sold on local newsstands.

**Radio notifications** will be placed on radio stations throughout the Kingman area based upon past relationships built through ADOT CCP. These stations include KFLG Country, Lucky 98, the Knack 107.1, KAAA 1230, KZZZ 1490, KStar 1000, KGMN Super Country, KJJJ Jammin' Country, and News Talks KNTR.

**Web site notifications** will be posted two weeks prior to the public meetings on the ADOT, City of Kingman, Kingman Chamber of Commerce, and other local entity Web sites.

**Television notifications** will be displayed on the City of Kingman's Government Access Channel 11 beginning two weeks prior to each public meeting. ADOT will work together with the City to ensure that all text and graphics provided meet the City's standards and requirements for television advertising.

**Residential utility bill notifications** will be developed in coordination with ADOT and the City of Kingman and distributed in residential water and sanitation bills the month prior to the

public meetings. Bills are sent to approximately 18,000 residents. There are two separate billing cycles per month. ADOT will provide the City's billing department with 1/3 page black and white notifications to be included with the utility bills.

**Publicity posters** will be developed and distributed two weeks prior to each public meeting. These posters will be delivered and displayed at the following local community locations:

- Kingman City Hall
- Kingman Post Office
- Kingman Library
- Kingman Chamber of Commerce
- Kingman Tourism Office
- Kingman Regional Medical Center
- Mohave County Building
- Kingman Unified School District offices
- Kingman Airport
- Kingman Amtrak Station
- Hualapai Mountain Medical Center

**Email Notifications** will be distributed to an established email distribution list which includes local business owners, government agencies, media, and residents. These emails will be distributed using Constant Contact one week prior to each public meeting to serve as a reminder.

**Earned Media** opportunities will be available through the distribution of media releases. ADOT CCP will distribute three media releases during the study. The first will announce the study and its goals, the second will announce the first public meeting, and the third will announce the second public meeting. These media releases will be distributed to media contacts in and surrounding the Kingman area.

### 2.3.2 Format

Community members are encouraged to attend the public meetings and participate in shaping their transportation future. Each meeting will begin with opening remarks, followed by a brief presentation given by the ADOT MPD Project Manager (PM) as well as a representative from the technical consultant team. At the conclusion of the presentation, guests will be asked to participate in a question and answer discussion led by ADOT CCP. All formal public meeting activities will be digitally recorded for accurate study documentation. Prior to and following the formal public meeting format, guests will be allowed to discuss study details one-on-one with project team members. Oral comments gathered during one-on-one discussions will not be included in the public meeting summaries.

### 2.3.3 Purpose

Public Meeting 1 is intended to present information and findings related to existing and future conditions, needs, and deficiencies for public input and review.

Public Meeting 2 is intended to present information and findings related to the plan for improvements for public input and review.

### 2.3.4 Public Meeting Summaries

Summaries of each public meeting will be produced to document meeting procedures and comments received from the public. Each summary will include a list of participating elected officials and study team members, a brief summary of the presentation given, a summary of questions asked and answers provided, and a complete compilation of comments received from participants. Summaries will be prepared, reviewed, and finalized within two weeks of the date of the meetings for inclusion in the technical documents. Upon completion, the summaries will be posted on the ADOT MPD project Web site for public viewing.

### 2.3.5 Timeframe of Public Involvement Activities

A schedule, or timeframe, of public involvement activities is presented in **Table 1**.

**Table 1. Timeframe of Public Involvement Activities**

| Public Involvement Activity   | Timeframe      | Tasks included in Activity   |
|-------------------------------|----------------|--|
| Public Involvement Plan (PIP) | April 2010     | <ul style="list-style-type: none"> <li>• Draft Public Involvement Plan for review by ADOT MPD PM, ADOT CCP, technical team, City of Kingman, and Technical Advisory Committee (TAC).</li> <li>• Incorporate comments and finalize Public Involvement Plan.</li> <li>• Provide final PIP to ADOT MPD for inclusion on ADOT Web site.</li> </ul>   |
| Stakeholder List              | April 2010     | Develop list of stakeholders for review by ADOT MPD PM, ADOT CCP, technical team, City of Kingman, and TAC.  |
| Public Meeting 1 Publicity    | June/July 2010 | <ul style="list-style-type: none"> <li>• Secure the meeting location at the City of Kingman Council Chambers.</li> <li>• Draft newspaper ad and distribute to ADOT MPD PM, ADOT CCP, technical team, and City of Kingman for review.</li> <li>• Submit newspaper ad to be published 14 days prior to public meeting.</li> <li>• Develop publicity posters to post at local community buildings throughout Kingman and surrounding areas.</li> <li>• Distribute reminder email notification to area distribution list and stakeholders.</li> <li>• Draft media release for review by ADOT MPD PM, ADOT CCP, technical team, City of Kingman, and TAC and for distribution by ADOT CCP.</li> <li>• Post public meeting announcement on ADOT, City, local media outlet, and local community Web sites.</li> <li>• Develop notification to be included in city utility bills.</li> </ul> |

**Table 1. Timeframe of Public Involvement Activities (continued)**

|                            |                        |   |
|----------------------------|------------------------|---|
| Public Meeting 1           | July 2010              | <ul style="list-style-type: none"> <li>• Coordinate all logistics of the public meeting, including room setup, audio/visual equipment, and light refreshments (if needed).</li> <li>• Assist in preparing public meeting presentation, handouts, and displays.</li> <li>• Attend public meeting.</li> <li>• Greet and sign in participants.</li> <li>• Take notes and digitally record the public meeting.</li> <li>• Clean up meeting location and ensure the location is secured.</li> </ul>  |
| Public Meeting 1 Summary   | July/August 2010       | <ul style="list-style-type: none"> <li>• Compile comments received at public meeting.</li> <li>• Draft Public Meeting Summary for review by ADOT MPD PM, ADOT CCP, technical team, City of Kingman, and TAC.</li> <li>• Incorporate comments and finalize Public Meeting Summary.</li> <li>• Provide Public Meeting Summary 1 to ADOT MPD for inclusion on ADOT Web site.</li> </ul>  |
| Public Meeting 2 Publicity | October/November 2010  | <ul style="list-style-type: none"> <li>• Secure the meeting location at the City of Kingman Council Chambers.</li> <li>• Draft newspaper ad and distribute to ADOT MPD PM, ADOT CCP, technical team, and City of Kingman for review.</li> <li>• Submit newspaper ad to be published 14 days prior to public meeting.</li> <li>• Develop publicity posters to post at local community buildings throughout Kingman and surrounding areas.</li> <li>• Distribute reminder email notification to area distribution list and stakeholders.</li> <li>• Draft media release for review by ADOT MPD PM, ADOT CCP, technical team, City of Kingman, and TAC and for distribution by ADOT CCP.</li> <li>• Post public meeting announcement on ADOT, City, local media outlet, and local community Web sites</li> <li>• Develop notification to be included in city utility bills.</li> </ul> |
| Public Meeting 2           | November 2010          | <ul style="list-style-type: none"> <li>• Coordinate all logistics of the public meeting, including room setup, audio/visual equipment, and light refreshments (if needed).</li> <li>• Assist in preparing public meeting presentation, handouts, and displays.</li> <li>• Attend public meeting.</li> <li>• Greet and sign in participants.</li> <li>• Take notes and digitally record the public meeting.</li> <li>• Clean up meeting location and ensure the location is secured.</li> </ul>  |
| Public Meeting 2 Summary   | November/December 2010 | <ul style="list-style-type: none"> <li>• Compile comments received at public meeting.</li> <li>• Draft Public Meeting Summary for review by ADOT MPD PM, ADOT CCP, technical team, City of Kingman, and TAC.</li> <li>• Incorporate comments and finalize Public Meeting Summary.</li> <li>• Provide Public Meeting Summary 2 to ADOT MPD for inclusion on ADOT Web site.</li> </ul>  |

### 2.3.6 Stakeholders

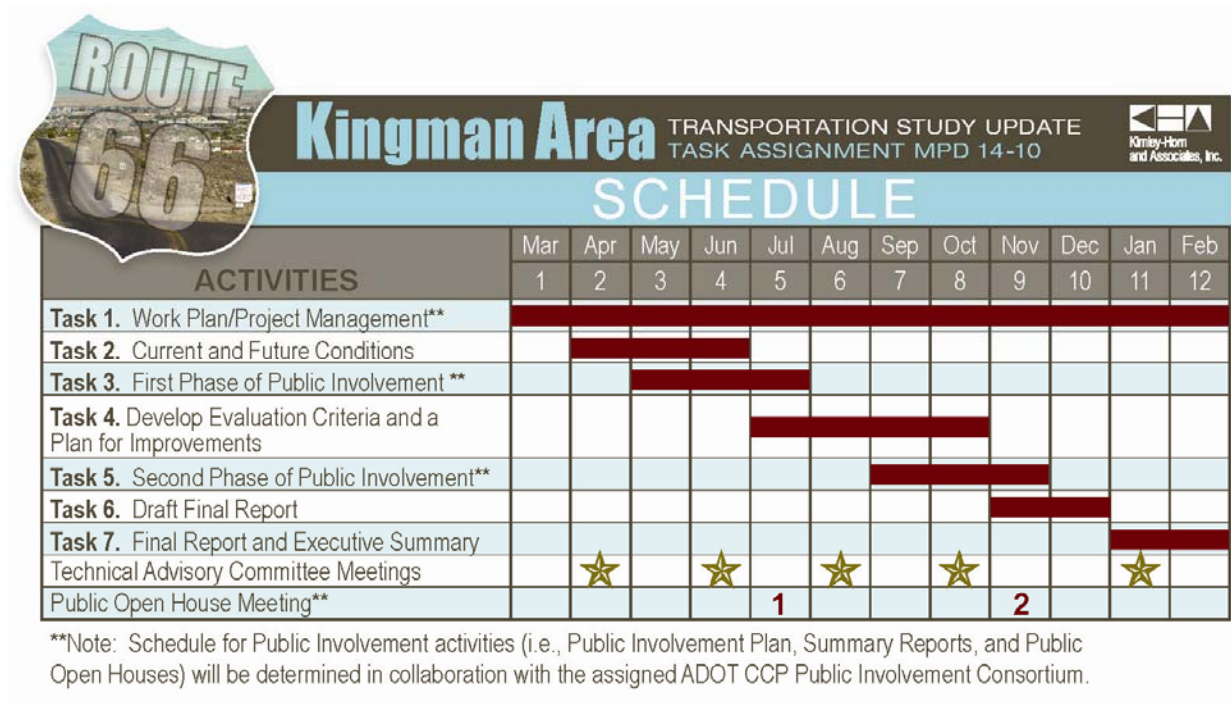
A schedule, or timeframe, of public involvement activities is presented in **Table 2**.

**Table 2. Stakeholders**

| <b>Name</b>     | <b>Organization</b>                         | <b>Title</b>                           |
|-----------------|---|--|
| Smith, Sybil    | ADEQ  | Northwest Arizona Community Liaison    |
| Kondelis, Mike  | ADOT – Kingman District                     | District Engineer                      |
| Hont, Mick      | ADOT – Kingman District                     | Development Engineer                   |
| Paetz, Ken      | ADOT – Kingman District                     |  |
| Beggs, Michele  | ADOT – Kingman District CCP                 | Public Information Officer             |
| Feek, Justin    | ADOT – Multimodal Planning                  | Planning Supervisor                    |
| DeLong, Ron     | Arizona Department of Public Safety         |  |
| Key, Andria     | Arizona Department of Public Safety         | Administrative Assistant               |
| Buhr, Trevor    | Arizona Game and Fish                       | Project Manager                        |
| Marceau, Len    | Bureau of Land Management                   |  |
| Gray, Lorri     | Bureau of Reclamation                       | Lower Colorado River Regional Director |
| Kramer, Jack    | City of Kingman                             | City Manager                           |
| Owen, Rob       | City of Kingman                             | Public Works                           |
| Henry, Greg     | City of Kingman                             | Engineer                               |
| Jeppson, Gary   | City of Kingman                             | Development Services                   |
| Duranceau, Tom  | City of Kingman                             | Development Services                   |
| Eaton, Keith    | City of Kingman                             | Fire Department                        |
| Cooper, Rusty   | City of Kingman                             | Police Department                      |
| Durkin, Chris   | Downtown Merchants Association              | President                              |
| Stillings, Ed   | FHWA  | Engineering Development Coordinator    |
| Edwards, Nancy  | Kingman Academy of Learning                 | Director                               |
| Riley, Bob      | Kingman Airport Authority                   |  |
| Liles, Beverly  | Kingman Area Chamber of Commerce            | President and CEO                      |
| Henry, Laura    | Kingman Area Regional Transit               | Transit Coordinator                    |
| Turney, Brian   | Kingman Regional Medical Center             | Chief Executive Officer                |
| Jacks, Roger    | Kingman Unified School District             | Superintendent                         |
| Estenson, Dave  | Lake Mohave Ranchos Fire District           | Fire Chief                             |
| Kearns, Michael | Mohave Community College                    | President                              |
| Walsh, Tim      | Mohave County                               | Public Works                           |
| Taylor, Karl    | Mohave County                               | Development Services                   |
| Peterson, Jonas | Mohave County                               | Economic Development                   |
| Smith, Greg     | Mohave County                               | Sheriff's Office                       |
| Moore, Pat      | Northern Arizona Consolidated Fire District | Fire Chief                             |
| Spangle, Steve  | US Fish and Wildlife                        | Phoenix Area Manager                   |

### 3. PROJECT SCHEDULE

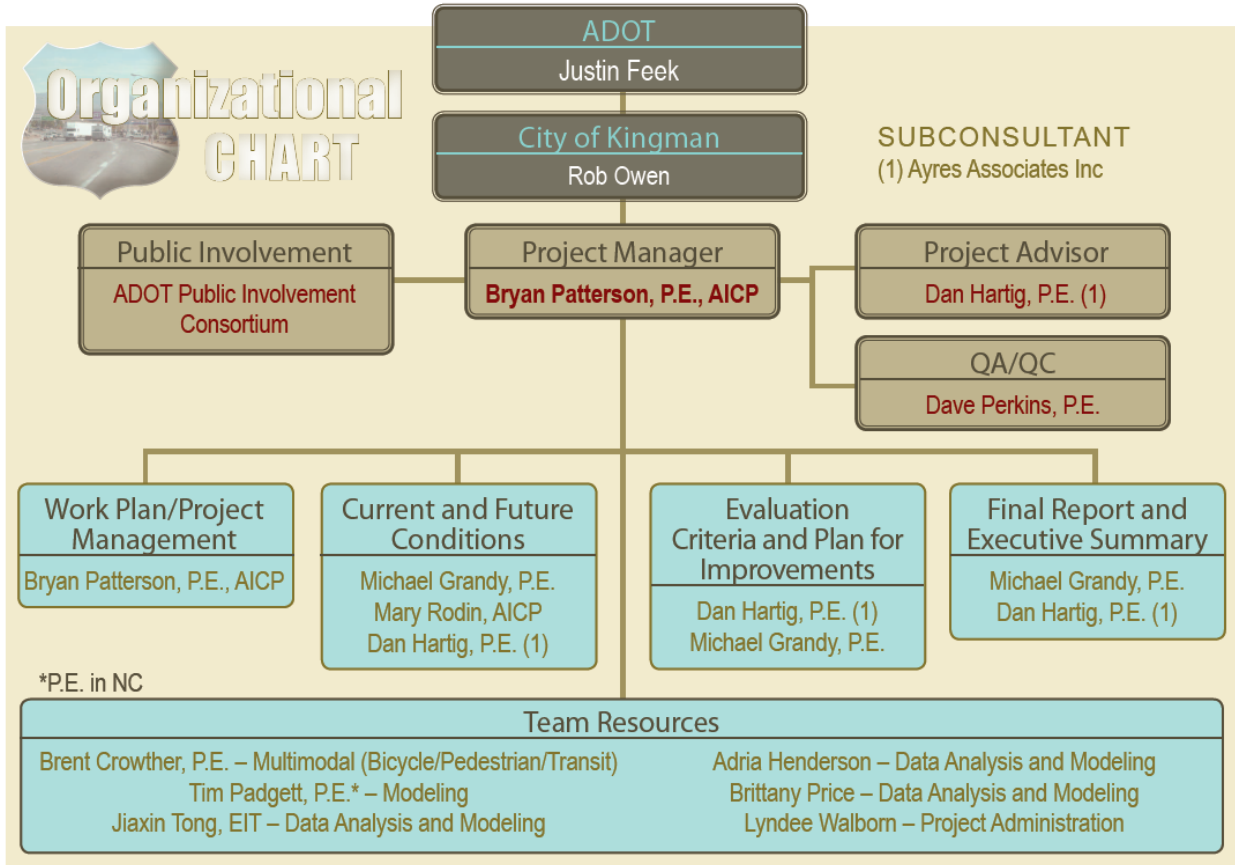
The project is anticipated to be completed within a 12-month timeframe. The project schedule is presented in **Figure 2**.



**Figure 2: Project Schedule**

## 4. STAFFING PLAN

The staffing plan for the project is summarized in the organization chart presented in **Figure 3**.



**Figure 3: Staffing Plan**

## 5. PROJECT WORK TASKS

The Project Work Plan includes seven tasks that encompass the Scope of Work.

- Task 1: Work Plan/Project Management
- Task 2: Current and Future Conditions
- Task 3: First Phase of Public Involvement
- Task 4: Evaluation Criteria and a Plan for Improvements
- Task 5: Second Phase of Public Involvement
- Task 6: Draft Final Report
- Task 7: Final Report and Executive Summary

### 5.1 Task 1: Work Plan/Project Management

#### Objective

The objective of Task 1 is to prepare and present the Work Plan to the TAC for review and comment. The Work Plan will include a detailed description of work tasks and associated products, schedule, detailed study area map, and a project management framework to ensure that the objectives of ADOT and the TAC are achieved.

Task 1 also includes project management and project coordination activities. The project management and project coordination approach includes monthly conferences / teleconferences with the ADOT project manager and City Project Manager, and monthly progress reports.

#### Work Activities

- Schedule, prepare for, and attend a kick-off meeting with the ADOT project manager to discuss the Work Plan and Public Involvement Plan. Prepare a meeting summary.
- Address ADOT comments to the Work Plan made at the kick-off meeting. Submit a revised Work Plan to the ADOT project manager for review and approval for distribution to the TAC.
- Schedule, prepare for, and attend the first TAC meeting. Prepare a meeting summary.
- Address TAC comments made at the first TAC meeting and prepare the final Work Plan and submit the final Work Plan to the ADOT project manager for posting on the ADOT website.
- Prepare monthly invoices and progress reports.

#### Deliverables

- Work Plan (Study Area Boundary, Scope of Work, Staffing Plan, and Project Schedule, Public Involvement Plan)
- TAC Meeting No. 1 agenda, presentation materials, and meeting summary.

## 5.2 Task 2: Current and Future Conditions

### Objective

The objective of Task 2 is to compile available data and information on existing and future conditions in the study area necessary to identify needs and deficiencies. This process will involve various data collection techniques, including interviews and group meetings, as appropriate, with stakeholders. This task is separated into two subtasks: Inventory of Current Conditions, and Forecast of Future Conditions.

Data from the previous travel-forecasting model will be used as a starting point. The model will be calibrated to existing conditions. The calibration will be documented using screenline volumes to compare actual versus model-generated numbers. Future conditions and needs on the existing roadway system will be analyzed by modeling travel demand for the 2030 land use projections. Performance statistics, such as vehicle miles traveled across screenlines, vehicle-hours delay, and volume to capacity ratio will be analyzed. Levels of service will be estimated for roadways in the 2030 roadway network.

### 5.2.1 Inventory of Current Conditions

An accurate inventory of current conditions is a critical first step in establishing baseline conditions. This inventory will include both land use and transportation system features.

#### Work Activities

- Conduct data collection effort summarized in **Table 3** and document existing roadway, non-motorized transportation, and transit infrastructure and services.
- Obtain and review recently completed and on-going transportation studies, and other relevant programming, planning and design documents that have addressed transportation issues in the study area, including the 2005 Kingman Small Area Transportation Study, recent traffic impact studies, and development plans for the City and County .
- Interview local stakeholders to discuss current deficiencies and ongoing projects.
- Conduct a field review to further identify transportation-related deficiencies.
- Summarize existing traffic conditions and deficiencies.
- Summarize existing non-motorized conditions and deficiencies.
- Inventory and evaluate current transit demand, levels of service, transit providers, ridership, employment centers, and demographic and socioeconomic characteristics.
- Review the existing conditions assessment with the City and ADOT project managers.
- Prepare the sections of Working Paper No. 1 relating to existing conditions.
- Schedule, prepare for, and attend the second TAC meeting. Prepare a meeting summary.

**Table 3 – Summary of Current and Future Conditions Data Collection**

| <b>Type of Data</b>  | <b>Source</b>   | <b>Comment</b>  |
|--|---|---|
| Current land use patterns                                  | Kingman and Mohave County land use maps, aerial mapping, and forecasting model        | Current land uses will be mapped on a GIS database. Land uses will be updated from those contained in the 2005 KATS.                          |
| Future land use patterns                                   | Kingman and Mohave County land use plans and model                                    | Location and type, and size of planned developments will be obtained.   |
| Travel data (traffic counts, traffic circulation patterns) | Kimley-Horn, Kingman, Mohave County, Western Arizona Council of Governments, and ADOT | Daily and peak-hour counts will be taken at locations to be determined during project scoping based on available data.                        |
| Travel Demand Model  | KATS Travel Demand Model  | To be updated and expanded to new study area.   |
| Functional classification                                  | Kingman, Mohave County, ADOT MPD  | Existing functional classifications will be reviewed.   |
| Access Management  | Review of aerial mapping data, windshield surveys                                     | Relative level of access management, density of access, presence or absence of medians.   |
| Roadway  | 2005 KATS, windshield survey, aerials   | Lanes, shoulders, surface type, right-of-way, speed limits, intersection traffic control, and drainage conditions. Identify areas of concern. |
| Demographic and socioeconomic data                         | 2005 travel model, Kingman, Mohave County   | Summarize data by TAZ<br>Identify transit dependent population.   |
| Transit inventory  | Kingman Area Regional Transit (KART)  | Inventory and evaluate current demand and levels of service. Identify activity centers.   |
| Crash history (five years of crash records)                | ADOT and City of Kingman  | Identify high accident locations/ characteristics   |
| Current levels of service                                  | Kimley-Horn analysis  | Level of service will be documented for roadway segments and major intersections based on planning thresholds.                                |
| Non-Motorized transportation                               | 2005 and Pedestrian and Bikeway Plan 2000   | Existing pedestrian and bicycle facilities and deficiencies will be identified.   |

## 5.2.2 Forecast of Future Conditions and Deficiencies

The purpose of this subtask is to forecast future conditions, and identify infrastructure deficiencies for roadways, non-motorized transportation modes, and transit in the study area. Travel demand modeling will be used as a primary tool for the forecast of future needs and deficiencies. Population and employment data will be prepared for the year 2030 planning horizon. The previous model data will be updated and new data will be required for the expanded study area. Roadway deficiencies within the study area will be identified based on analysis of projected traffic volumes and input from the TAC and stakeholders.

A separate Transit Element will be prepared that discusses the vision, goals, and recommendations for transit service expansion. The Transit Element will document existing transit services, opportunities and constraints, general level of transit demand, and population thresholds for implementing varying levels of transit service in the future. In addition, the needs of transit-dependent individuals will be evaluated based on the analysis of the Environmental Justice population.

### Work Activities

Key task to determine future roadway deficiencies are:

- Update travel demand model parameters: Traffic Analysis Zone (TAZ) structure, roadway network, population and employment data. Expand the travel demand model to include the entire study area.
- Prepare population and employment data for year 2030 planning horizon. Input 2030 data into travel demand model. Perform 2030 Base Condition model run. Produce mapping with year 2030 Base Condition model output.
- Identify deficiencies for 2030 based on future 2030 Base Condition Model run.
- Identify deficiencies for 2020 based on interpolation of existing traffic volumes and 2030 travel demand model output.
- Identify deficiencies for 2015 based on analysis of existing traffic volumes, and 2015 traffic volumes developed based on growth rate factorization.
- Identify improvements required to meet identified needs and deficiencies for 2015, 2020, and 2030. Transportation needs will be determined based on:
  - Level of service deficiencies
  - Identification of high crash locations
  - Access, circulation, and mobility
  - Deficiencies identified by the project manager, TAC, and stakeholders
  - Ability to accommodate multimodal alternatives
- Identify potential projects to satisfy identified needs and deficiencies. Update travel demand model network to include 2030 improvements. Perform 2030 “improved” model run. Update model documentation.
- Document existing transit services. Interview social service and private agency transit providers and determine needs and deficiencies.

- Identify general level of transit demand (based primarily on current service and growth).
- Determine population thresholds for implementing varying levels of transit service.
- Evaluate the needs of transit-dependent individuals based on the analysis of Environmental Justice population subgroups.
- Prepare the sections of Working Paper No. 1 relating to future conditions. A draft version of Working Paper No. 1 will be prepared to summarize the results of this task. It will be distributed to the project manager and TAC for review and comment.
- Schedule, prepare for, and attend the third TAC meeting. Prepare a meeting summary.

### **Deliverables**

- Working Paper No. 1: Current and Future Conditions
- TAC Meeting No. 2 agenda, presentation materials, and meeting summary.
- TAC Meeting No. 3 agenda, presentation materials, and meeting summary.

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

### **Objective**

An initial public open house meeting will be conducted within the study area. This first meeting will cover existing conditions, future projections, and needs and deficiencies. KDA Creative will have primary responsibility for this task. The Kimley-Horn team will provide technical information to KDA Creative for the public meeting presentation materials and will be present to participate as needed at the open house. Further details of the public involvement plan are presented in **Section 2 - Public Involvement Plan**.

### **Work Activities**

- Prepare all presentation boards and handouts for public involvement meeting.
- Prepare a comprehensive mailing list for this study and handle all mailings.
- Prepare a newsletter for distribution by mail before the public meetings, as well as for distribution at the meetings; review and approval of the project manager is required before mailing.
- Prepare and issue a press release; the ADOT Project Manager will coordinate the press release.
- Document the public involvement process in a Summary Report. This will include the press release distributed prior to the meetings; mailing lists, comments received at the meetings, and associated responses to each comment.
- Coordinate with City website and television channel.

### **Deliverables**

- Stakeholder Outreach Summary Report No. 1
- Open house fact sheets, hand-out materials, mail-out notices, survey questionnaires, and presentation materials

## **5.4 Task 4: Evaluation Criteria and a Plan for Improvements**

### **Objective**

The objective of Task 4 is to develop specific projects that address the needs and deficiencies identified in Task 2. Projects will be developed for 5, 10, and 20-year planning horizons.

Examples of projects by category include:

### **Roadway Improvements**

- New street cross sections
- New roadway alignments and extensions
- Circulation plans for developing areas
- Widening existing streets
- Access management improvements
- Intersection improvements/new traffic signals
- Traffic interchange improvements
- New or improved interchanges at I-40
- Impacts of new development

### **Transit Mobility**

- Expanded bus service
- Increased frequency
- Regional service

### **Bicycle and Pedestrian Mobility**

- Shoulder improvements
- Bicycle lanes
- Pedestrian/bicycle crossings of I-40

### **Safety Improvements**

- Intersection improvements
- Turning lanes
- Access management

### **Work Activities**

- Recommend and define specific projects that address the identified needs and deficiencies and prioritize for 5-, 10-, and 20-year planning horizons.
- Address Environmental Justice concerns based on the analysis of Title VI population groups conducted in the existing conditions analysis.
- Develop project evaluation and prioritization criteria.
- Prepare an evaluation matrix to rank proposed projects.
- Prepare planning-level cost estimates.
- Identify current funding sources.
- Identify potential new revenue sources.

- Prepare draft Working Paper No. 2. Submit the draft Working Paper No. 2 to the ADOT project manager for review and approval for distribution to the TAC.
- Schedule, prepare for, and attend the fourth TAC meeting to present Working Paper No. 2. Prepare a meeting summary.
- Address TAC comments and prepare the final Working Paper No. 2 and submit the final Working Paper No. 2 to the ADOT project manager for posting on the ADOT website.

### **Deliverables**

- Working Paper No. 2 – Evaluation Criteria and Plan for Improvements
- TAC meeting 4 agenda, presentation materials, and meeting summary

## **5.5 Task 5: Second Phase of Public Involvement**

### **Objective**

A second public open house meeting will be conducted within the study area. The second meeting will cover the evaluation criteria and the proposed plan for improvements. As with Task 3, KDA Creative will have primary responsibility for this task. The Kimley-Horn team will provide technical information to KDA Creative for the public meeting presentation materials and will be present to participate as needed at the open house. Further details of the public involvement plan are presented in **Section 2 - Public Involvement Plan**.

### **Work Activities**

- Prepare all presentation boards and handouts for public involvement meeting.
- Prepare a newsletter for distribution by mail before the public meetings, as well as for distribution at the meetings; review and approval of the project manager is required before mailing.
- Prepare and issue a press release; the ADOT Project Manager will coordinate the press release.
- Document the public involvement process in a Summary Report. This will include the press release distributed prior to the meetings; mailing lists, comments received at the meetings, and associated responses to each comment.
- Coordinate with City website and television channel.

### **Deliverables**

- Stakeholder Outreach Summary Report No. 2
- Presentation boards, handouts, newsletter, press release

## **5.6 Task 6: Draft Final Report**

### **Objective**

The objective of this task is to compile the data and findings from the working papers and summary reports prepared in previous tasks into a Draft Final Report.

## Work Activities

- Prepare a draft Final Report outline that compiles data from all working papers and input received from the stakeholders and the public.
- Prepare draft Final Report in conformance with the approved outline.
- Submit the draft Final Report to the ADOT project manager for review and approval for distribution to the TAC.
- Schedule, prepare for, and attend the fifth TAC meeting at which the draft Final Report will be presented. Prepare a meeting summary.

## Deliverables

- Draft Final Report
- TAC Meeting Number 5 agenda, presentation materials, and meeting summary

## 5.7 Task 7: Final Report and Executive Summary

### Objective

The objective of this task is to prepare the Final Report and Executive Summary.

### Work Activities

- Compile comments received on the draft Final Report, prepare a comment resolution summary, and attend a comment resolution teleconference with the City and ADOT project manager.
- Address each comment in the preparation of the Final Report.
- Prepare a draft Executive Summary that provides the most relevant information from the Final Report.
- Make revisions to the Final Report and Executive Summary based on review comments and submit the Final Report and Executive Summary.

### Deliverables

- To each member of the TAC, one CD copy and one hard copy of the Final Report and Executive Summary.
- To the City of Kingman, 10 CD copies and 20 hard copies of the Final Report and Executive Summary.
- To the ADOT Project Manager, 5 CD copies and 10 hard copies of the Final Report and Executive Summary.
- All travel demand models and all data collected and developed for this study will be delivered to ADOT and the City of Kingman in CD format upon completion.
- Study documents will be prepared using Microsoft Word, Excel, and PowerPoint, as applicable.