

MEMORANDUM

TO: GTC Planning Committee Members & Alternates
FROM: James Stack, Executive Director JS
DATE: February 1, 2017
SUBJECT: UPWP Project Scopes of Work

The Planning Committee must approve a Scope of Work for each new project in the Unified Planning Work Program (UPWP).

The following UPWP project Scope of Work is provided for your review and consideration:

1. **Task 7702 – Rochester Comprehensive Access & Mobility Plan** (City of Rochester)

Pending Planning Committee approval of the Scope of Work referenced above, this project can begin.

Recommended Action:

Consider the UPWP Project Scope of Work referenced above for approval.

Rochester Comprehensive Access & Mobility Plan

Scope of Work

A. Objective

This project will develop a multi-modal transportation component of the City's ongoing Comprehensive Plan Update (*Rochester 4.0 – Our Neighborhoods, Our Future*). The Comprehensive Access & Mobility Plan (CAMP) will further develop the initial findings of *Rochester 4.0* as they relate to transportation. CAMP will result in a coordinated multi-modal transportation plan comprising bicycle, pedestrian, transit, goods movement, Smart City, and street design focus areas.

B. Background

The first phase of *Rochester 4.0 – Our Neighborhoods, Our Future*, is well underway. The Update is organized around five geographic Planning Areas, generally the City's four quadrants plus the Center City area. Initial data collection and analysis is complete, significant public outreach efforts have been conducted, and committees for each of the five Planning Areas are actively meeting with City staff and consultants to develop Planning Area Reports. These Reports will serve as the foundation for the actual Comprehensive Plan Update document, which is anticipated to be completed by early 2018.

Concurrently, the *Rochester Mobility Enhancement Study* (RMES) is also getting underway. RMES will establish an overarching vision for the City's transportation system and collect high-level transportation data to inform that vision. The project will consider the relationship between transportation and land use in the City of Rochester, with a particular focus on developing Transit-Oriented Development (TOD) and Smart City concepts along the City's primary corridors. Findings from the first phase of *Rochester 4.0* will feed directly into RMES and recommendations of RMES will ultimately be incorporated in the final Comprehensive Plan document.

RMES will provide a high-level vision and associated data analysis for the City's transportation system. Additional effort is then required to drill down to a more granular level of analysis necessary for comprehensive, long-range multi-modal transportation planning. CAMP will do just that by taking advantage of the work conducted via RMES to reach a higher level of detail through the development of a series of Focus Area Reports specifically for bicycling, pedestrians, transit, goods movement, Smart City, and street design. These Focus Area Reports will then be combined to create a unified Comprehensive Access & Mobility Plan that can serve as a standalone document that will also be incorporated into *Rochester 4.0*.

C. Tasks

1. Form Steering Committee to oversee the project, potentially utilizing existing *Rochester 4.0* committee structure.
2. Engage a consulting team with wide-ranging experience in multi-modal transportation planning, including specialization in the various focus areas.

3. Confirm Scope of Work and finalize Public Involvement Plan
4. Inventory data collected through *Rochester 4.0*, RMES, and other existing sources, collect new data where gaps exist, analyze data, and produce a “State of the City Transportation System” report establishing baseline conditions as they relate to the Focus Areas.
5. Conduct a public visioning campaign to obtain feedback on community goals and objectives with respect to each of the Focus Areas.
6. Develop standalone but coordinated Draft Focus Area Reports, each of which includes an associated project list.
 - a. Bike-able City Plan – update the Rochester Bicycle Master Plan (2011) with particular focus on creating a low-stress bike network consisting of protected lanes (cycle tracks), multi-use trails, and bicycle boulevards.
 - b. Walkable City Plan – create a Pedestrian Action Plan focused on enhancing safety, both real and perceived, particularly at busy arterial and collector street crossings and in the vicinity of parks and recreation centers, which attract large numbers of children and elderly residents.
 - c. Transit Ready City Plan – coordinate with RGRTA/RTS on development of a vision for public transportation in the city, consistent with ongoing RTS planning efforts, and with potential focus on RTS Transit Center access, bus layover/staging improvements, and long-term service enhancements.
 - d. Goods Movement Plan – develop a strategic plan for better serving the needs of commercial vehicles, rail, and goods producing industries, while maintaining and enhancing quality of life and traffic safety.
 - e. Smart City Vision Plan – further develop the vision established in *Roc Forward*, the City’s 2016 Smart City Challenge application, and build upon vision set forth in RMES, to position Rochester as a leading city for transportation technology and innovation.
 - f. Street Design Manual – Utilizing recommendations from the preceding Focus Area findings, and based on National Association of City Transportation Officials (NACTO) guidance, develop a City of Rochester Street Design Manual to provide simple, easy-to-understand design guidance for all street typologies city-wide.
7. Revise Draft Focus Area Reports based on PAC and public feedback and produce Final Focus Area Reports
 - a. Select one priority project from each project list and conduct additional concept-level planning, engineering, and design in order to better position them for implementation.
8. Assemble Final Focus Area Reports into one Comprehensive Access & Mobility Plan document with Executive Summary.
9. Integrate CAMP into *Rochester 4.0* as an “implementing strategy.”

D. Products

1. State of the City Transportation System Data Report
2. Draft Focus Area Reports
 - a. Bike-able City Plan
 - b. Walkable City Plan
 - c. Transit Ready City Plan
 - d. Goods Movement Plan

- e. Smart City Vision Plan
- f. Street Design Manual
- 3. Final Focus Area Reports
 - a. Bike-able City Plan
 - b. Walkable City Plan
 - c. Transit Ready City Plan
 - d. Goods Movement Plan
 - e. Smart City Vision Plan
 - f. Street Design Manual
- 4. Final Comprehensive Access & Mobility Plan (to be incorporated into final *Rochester 4.0* Comprehensive Plan Update)
- 5. Executive Summary

E. Public Participation Plan

Public involvement is critical to the long-term success of this project. The City intends to incorporate multiple forms of public involvement, including focus groups, “pop-up” meetings at community events, and at least two rounds of traditional public meetings, potentially in all five Planning Areas of the city, as well as maintaining a visible and interactive social media presence at all times throughout project development.

F. Schedule

Anticipated Start: July 1, 2017
 Anticipated Completion: December 31, 2018

G. Project Budget

Sources of Funds		Uses of Funds	
	FY 2016-17		FY 2016-17
<u>Federal Funds</u>		<u>GTC</u>	
FHWA	\$175,000	Staff	\$0
FTA	0	Contractual	0
Subtotal	\$175,000	Subtotal	\$0
<u>Matching Funds</u>		<u>Other Agency</u>	
State (In-kind)	\$0	Staff	\$0
Local (In-kind)	0	Contractual	200,000
Local (Cash)	25,000	In-kind Exp.	0
Subtotal	\$25,000	Subtotal	\$200,000
<u>Total</u>	<u>\$200,000</u>	<u>Total</u>	<u>\$200,000</u>