



March 20, 2019  
NVRTA Agenda Item 11.3  
Continued From: New  
**Action Requested: APPROVE**

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## NAPA VALLEY TRANSPORTATION AUTHORITY

### Board Agenda Letter

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**TO:** NVRTA Board of Directors

**FROM:** Kate Miller, Executive Director

**REPORT BY:** Rebecca Schenck, Senior Program Planner/Administrator  
(707) 259-8636 / Email: [rschenck@nvta.ca.gov](mailto:rschenck@nvta.ca.gov)

**SUBJECT:** Authorization to (1) Execute a Cooperative Agreement with Caltrans for the State Route 29 American Canyon Corridor Improvements and (2) to Execute the State Route 29 Comprehensive Multimodal Corridor and Project Initiation Document Funding Agreement with City of American Canyon

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### **RECOMMENDATION**

That the Napa Valley Transportation Authority (NVRTA) Board authorize the Executive Director, or designee, to execute and make minor modifications to a Cooperative Agreement with Caltrans for the State Route (SR) 29 American Canyon Corridor Improvements (Attachment 1) as well as the SR 29 Comprehensive Multimodal Corridor and Project Initiation Document (PID) Funding Agreement with American Canyon (Attachment 3).

### **COMMITTEE RECOMMENDATION**

None

### **EXECUTIVE SUMMARY**

NVRTA is undertaking the SR 29 Comprehensive Multimodal Corridor Plan to be eligible for Senate Bill 1 (SB 1) Solutions for Congested Corridor Program funding in the spring of 2020. Since the plan and subsequent work will be done on the Caltrans right of way, NVRTA needs to execute a Cooperative Agreement with Caltrans. In addition, the City of American Canyon received funding from the Napa Logistics Park developers to help fund the cost of a study to address congestion along SR 29 in American Canyon. The City Council of American Canyon agreed to contribute funding to the joint study with NVRTA on March 20, 2018.

**PROCEDURAL REQUIREMENTS**

1. Staff Report
2. Public Comments
3. Motion, Second, Discussion and Vote

**FISCAL IMPACT**

Is there a Fiscal Impact? Yes. NVTA will pay \$180,000 to Caltrans for Independent Quality Assurance of the Project Initiation Document (PID) which will be prepared by a consultant that NVTA will hire.

The cost of preparation of the PID is being presented as a separate item in this Board agenda. NVTA will receive \$250,000 from City of American Canyon to help offset the cost of the SR 29 Comprehensive Multimodal Corridor Plan and PID.

Is it currently budgeted? Yes

Where is it budgeted? CMA Planning Funds

Future fiscal impact? No

Consequences if not approved? Caltrans will not allow NVTA to move forward with the State Route 29 American Canyon Corridor Improvements. NVTA has not budgeted enough to pay for both the Comprehensive Multimodal Corridor Plan and Caltrans oversight so NVTA cannot cover the cost of Caltrans oversight without assistance from American Canyon to fund the plan.

**CEQA REQUIREMENTS**

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

In October 2014 NVTA, the then Napa County Transportation and Planning Agency, completed the State Route (SR) 29 Gateway Corridor Improvement Plan. Subsequent to completing the plan, , the Governor signed Senate Bill (SB) 1 into law on April 28, 2017 creating the Solutions for Congested Corridors Program (SCCP). The SCCP changed the funding parameters for corridor projects. The SCCP requires project sponsors to have completed a Comprehensive Multimodal Corridor Plan (CMCP) to be eligible for funding under the program. Funding will be prioritized to projects that make specific performance improvements and are part of a multimodal comprehensive corridor plan designed to reduce congestion in highly traveled corridors by providing more transportation choices while preserving the character of the local community. Therefore,

NVRTA must update the SR 29 Gateway Corridor Improvement Plan to comply with the guidelines of the Comprehensive Multimodal Corridor Plan (CMCP) funding requirements outlined in SB 1 and detailed specifically in the California Transportation Commission new Comprehensive Multimodal Corridor Plan Guidelines adopted December 2018.

NVRTA is in the procurement process and plans to enter into contract with a firm to complete the SR 29 Multimodal Comprehensive Corridor Plan and Project Initiation Document at the April 17, 2019 NVRTA Board Meeting. To complete this plan and the subsequent improvements along SR 29, NVRTA needs to enter into a Cooperative Agreement with Caltrans. This is a standard procedure for all improvements along the State system. NVRTA completed a Request for Cooperative Agreement Form to Caltrans (Attachment 1). Caltrans reviewed the form and the corresponding project description and developed an Independent Quality Assurance Cost Estimate for the Cooperative Agreement of \$180,000 (Attachment 2). The information from the form will be entered into a standard Caltrans Cooperative Agreement, which the Executive Director will execute with Caltrans in the coming month.

NVRTA, the City of American Canyon, the County of Napa, and the City of Napa are going to work together on the completion of the SR 29 Comprehensive Multimodal Corridor Plan and Project Initiation Document. On March 20, 2018, the American Canyon City Council adopted a resolution approving the SR 29 Comprehensive Corridor Funding Agreement with the Napa Valley Transportation Authority. The City of American Canyon agreed to contribute an amount not to exceed \$250,000 to fund the cost of this study to address south county congestion management issues. The \$250,000 will come from an approved Development Agreement between the City of American Canyon and the developers of the Napa Logistics Park (Orchard Partners). A draft of the Funding Agreement is included as Attachment 3.

### **SUPPORTING DOCUMENTS**

Attachments: (1) Request for a Cooperative Agreement  
(2) Caltrans Independent Quality Assurance Cost Estimate  
(3) NVRTA Agreement No. 19-07/City of American Canyon Agreement  
No. 2019-22 SR 29 Comprehensive Multimodal Corridor and  
Project Initiation Document

## Request for Cooperative Agreement (RCA) Form

*The purpose of the RCA form is to assist the District and the Local Partner with the development of the agreement terms and conditions. Once the RCA form is sufficiently filled out, an initial draft Coop can be produced by the District. Though the terms and conditions of an agreement can easily be documented, objections usually occur over specific language used in the Coop. To assure that the terms and conditions are portrayed properly, and to expose any discrepancy in language, the initial draft Coop will be submitted to the Local Partner for review and simultaneously be circulated for review within the District (not HQ). Only after the initial draft Coop has been returned to the District from the Local Agency with comments (if any), is the RCA considered complete and the Coop database can be updated with an "actual" RCA date.*

**Note: Grey boxes will expand when information is entered.**

Date prepared: February 5, 2019

Prepared by: Sanjay Mishra

Target Execution Date of Coop Agmt: May 2019

Estimated Completion Date of Project: 2024

### Project Information

District Coop Agreement Number: 04- \_\_\_\_\_

County: Napa Route: 29 Post Mile: 0.6/2.1

EA (Expenditure Authorization): \_\_\_\_\_

E-FIS Project Number: \_\_\_\_\_

#### Agreement Type:

- ☐ Amendment to a Previous Agreement
- ☒ Project Development Agreement (*Select only the phases to cover under this Agmt.*)
- ☒ PID
  - ☐ PA&ED
  - ☐ PS&E
  - ☐ R/W Capital
  - ☐ R/W Support \*
  - ☐ Construction
- ☐ Mitigation Agreement (Use Mitigation RCA form)
- ☐ Contribution Agreement
- ☐ Relinquishment Agreement
- ☐ Betterment / Improvement Agreement

*\* If R/W Support is selected, and State funds are being contributed for use in R/W Support, the work must be done by Caltrans. The Local Agency can spend R/W Capital dollars. Check with R/W for additional clarification.*

### Caltrans Information

Contact Name: Kelly Hirschberg

Job Title: Regional Project Manager

Street Address: 111 Grand Avenue

City: Oakland State: CA ZIP Code: 94612

Office Phone: ( 510 ) 286-4925 Mobile Phone: (     )    

Fax (*optional*): (     )    

Email Address: kelly.hirschberg@dot.ca.gov

## Local Agency Information

Is there more than one Local Agency involved?      Yes ☒      No ☐  
(If yes, complete the information below for each Local Agency)

Official Name: Napa Valley Transportation Authority  
AKA: NVTA  
Contact Name: Sanjay Mishra Job Title: Program Manager-Engineer  
Street Address: 625 Burnell Street  
City: Napa State: CA ZIP Code: 94559  
Office Phone: ( 707 ) 2595951 Mobile Phone: ( 510 ) 3160155  
Fax (optional): (     )      
Email Address: smishra@nvta.ca.gov

Billing contact information (only fill out if different from above):

Contact Name/Department:             
Street Address:             
City:            State: CA ZIP Code:             
Office Phone: (     )             
Email Address:           

Who will approve this Agreement for Local Agency?

Name: Kate Miller  
Title: Executive Director

Who will witness or attest on behalf of the Local Agency?

Name: Karrie Sanderlin  
Title: PM Admin

Attorney for Local Agency?

Name: Dee Anne Gillick  
Title: General Counsel

## Agreement Information

**Project description:** *Even if this agreement is only for part of a phase of work, please describe the PROJECT that is proposed to be built.*

SR 29 multi-modal corridor improvement project would include transit, bicycle and pedestrian infrastructure. Work to include signal operational improvements and adaptive technology, possible intersection operational improvements (possibly roundabouts) removal of traffic signals, queue jumps, auxiliary lanes, etc; street beautification and pedestrian refuge; signage and wayfinding improvements. See Attachment 1 for an overview of the project limits and proposed improvements.

**Deliverables completed:***(Check all that apply)*Completed by (*Caltrans or Local Agency*)?

	Caltrans	Local Agency
<input type="checkbox"/> Project Initiation Document	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Project Report	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Environmental Document	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Plans, Specifications and Estimate	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Right of Way Certification	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other (explain below)	<input type="checkbox"/>	<input type="checkbox"/>

**Previous cooperative agreements for this PROJECT:** (*agreement numbers and phase*)

Coop No.: \_\_\_\_\_ Phase: \_\_\_\_\_

Coop No.: \_\_\_\_\_ Phase: \_\_\_\_\_

Coop No.: \_\_\_\_\_ Phase: \_\_\_\_\_

**What is going to be exchanged under this agreement?***(Check all that apply)*

- ☒ Effort (*IQA or reimbursable activities both require Effort to be selected*)
- ☐ R/W Capital Funding
- ☐ R/W Support Funding \*
- ☐ Construction Capital Funding
- ☐ Construction Support Funding
- ☐ Property (*land*)\*\*
- ☐ Material (*raw material or improvements*)\*\*
- ☐ Other \_\_\_\_\_

\* If R/W Support is selected, and there is State dollars in R/W Support, then the work must be done by Caltrans. The Local Agency can spend R/W Capital dollars. Check with R/W for additional clarification.

\*\* Clearly describe intent and need in the "Special Arrangement" section (page 10 of 10)

**Responsibilities**

**Sponsor(s)** – The party responsible for fully funding all commitments under this agreement. (*If more than one Sponsor, indicate the percent distribution. The total sum must equal 100%*).

☐ Caltrans \_\_\_\_\_ %☒ Local Agency 100 %

**Implementing Agency** – The party responsible for managing the scope, cost, and schedule of this agreement. (*Select only the phases to cover under this Agmt and only one partner for each phase*)

	Caltrans	Local Agency
PID	<input type="checkbox"/>	<input checked="" type="checkbox"/>
PA&ED	<input type="checkbox"/>	<input type="checkbox"/>
PS&E	<input type="checkbox"/>	<input type="checkbox"/>
R/W	<input type="checkbox"/>	<input type="checkbox"/>
CON	<input type="checkbox"/>	<input type="checkbox"/>

## Funding Information

<b>Fund Type</b>	<b>Fund Source</b>	<b>PID</b>	<b>PA&amp;ED</b>	<b>PS&amp;E</b>	<b>R/W Capital</b>	<b>* R/W Support</b>	<b>CON Capital</b>	<b>CON Support</b>	<b>Total</b>
<i>match:_(type)_</i>									
Tax Measure	Local								
Local Funds	Local								
STIP/RIP	State								
STIP/IIP	State								
SHOPP	State								
Minor A Funds	State								
Minor B Funds	State								
TCRP	State								
Bond-CMIA	State								
ARRA Local	Federal								
ARRA State	Federal								
CMAQ	Federal								
<i>match:</i>									
DEMO-HPP	Federal								
<i>match:</i>									
RSTP	Federal								
<i>match:</i>									
STIP/TEA	State								
<i>match:</i>									
TE	Federal								
<i>match:</i>									
Other:	Local								
Other: OBAG	Local	\$180K	TBD	TBD	TBD	TBD	TBD	TBD	\$180K
Other:	State								
Other: OBAG	State								
Other: ATP	Federal								
<i>match:local</i>									
<b>Total</b>									

NOTE: Funding should correspond with all phases that are selected for this agreement.

*\* If R/W Support is selected, and there is State dollars in R/W Support, then the work must be done by Caltrans. The Local Agency can spend State dollars for R/W Capital. Check with R/W for additional clarification.*

## Billing Arrangements

Does Local Partner have Electronic Fund Transfer (EFT) privileges: YES ☐ NO ☒

*NOTE: All funds will be spent proportionally. To spend funds sequentially, District must receive an exception from Division Chief of Budgets.*

Identify the type of billing arrangement for each phase (*attach additional sheet if necessary*)

Phase: PID

☐ Lump Sum Payment\*:

Single Payment ☐

Installments ☐ \$ \_\_\_\_\_ per month for \_\_\_\_\_ months.

*\*Lump Sum payments and advances are highly restricted by HQ Accounting. Verify with HQ Accounting that Lump Sum and advances are appropriate for this agreement prior to committing on this RCA.*

☒ Actual Expenditures\*\*:

Deposit for Support \$ 20,000

Deposit for Capital \$ \_\_\_\_\_

*\*\*Actual Expenditures means that one or both partners will bill as the work is being performed.*

Phase: \_\_\_\_\_

☐ Lump Sum Payment:

Single Payment ☐

Installments ☐ \$ \_\_\_\_\_ per month for \_\_\_\_\_ months.

☐ Actual Expenditures:

Deposit for Support \$ \_\_\_\_\_

Deposit for Capital \$ \_\_\_\_\_

Phase: \_\_\_\_\_

☐ Lump Sum Payment:

Single Payment ☐

Installments ☐ \$ \_\_\_\_\_ per month for \_\_\_\_\_ months.

☐ Actual Expenditures:

Deposit for Support \$ \_\_\_\_\_

Deposit for Capital \$ \_\_\_\_\_

Phase: \_\_\_\_\_

☐ Lump Sum Payment:

Single Payment ☐

Installments ☐ \$ \_\_\_\_\_ per month for \_\_\_\_\_ months.

☐ Actual Expenditures:

Deposit for Support \$ \_\_\_\_\_

Deposit for Capital \$ \_\_\_\_\_



## Special Arrangements - Additional questions, comments, concerns and commitments

Describe any special arrangements that need to be documented:

\_\_\_\_\_

## Non-Standard Language

Is any non-standard language or proposed modifications to policy being advanced?

Yes ☐ No ☒

If yes,

Does the District Functional Unit concur with the proposed modification/change?\*

Yes ☐ No ☐

Has the District Functional Unit contacted the corresponding HQ Functional Unit and received approval for use of non-standard language?\*

Yes ☐ No ☐

*\*All proposed changes to standard language must be concurred by the District Functional Unit and approved by the corresponding HQ Functional Unit to be fully adopted into a Coop. Otherwise an exception needs to be obtained, or the arrangement needs to be changed.*

List any and all standard language that the District/Local Agency is seeking to have modified: *(use additional sheets if necessary)*.

\_\_\_\_\_

## Project Description

### SR 29-AMCAN CORRIDOR IMPROVEMENT PLAN



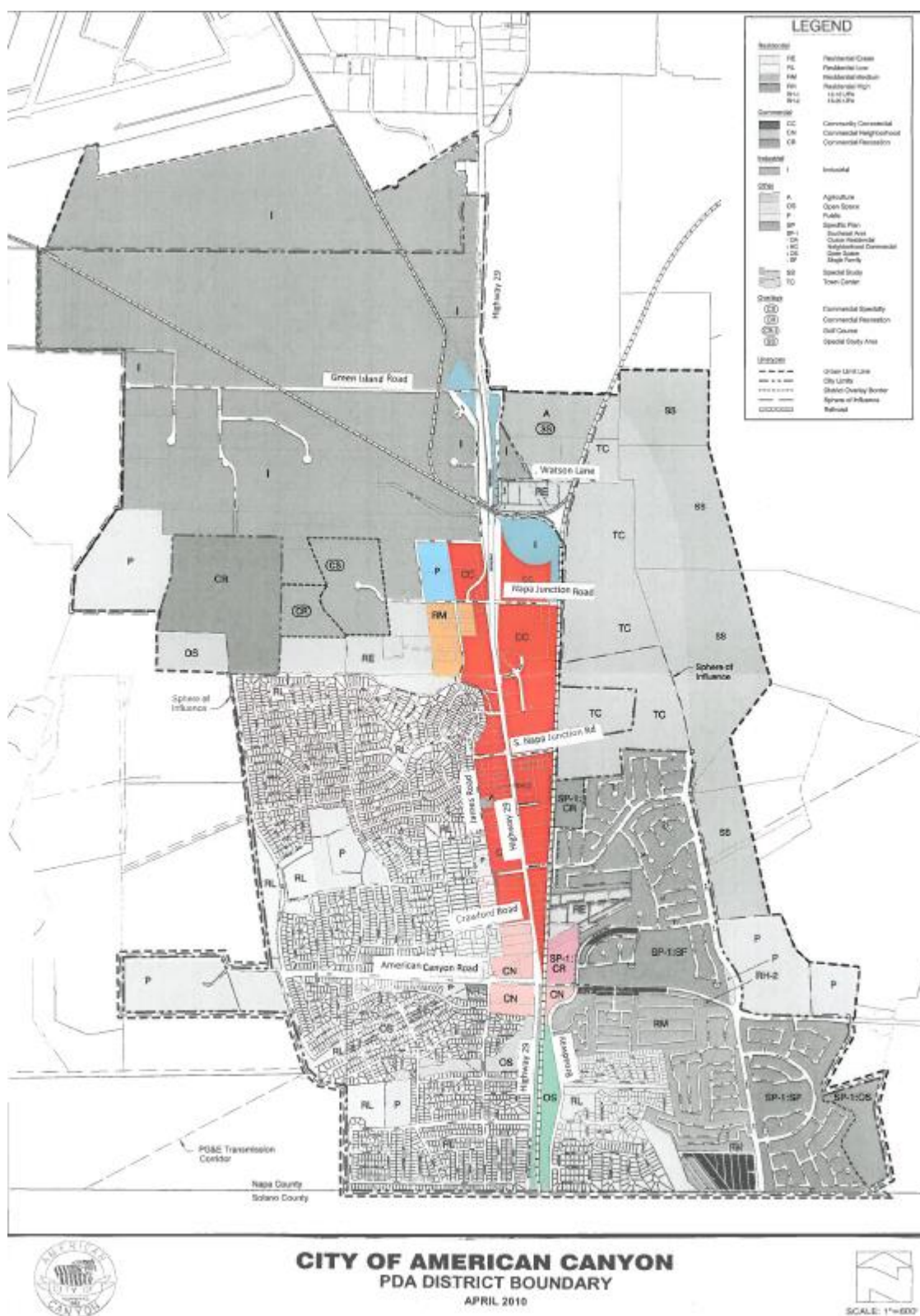
## **1.1 Introduction**

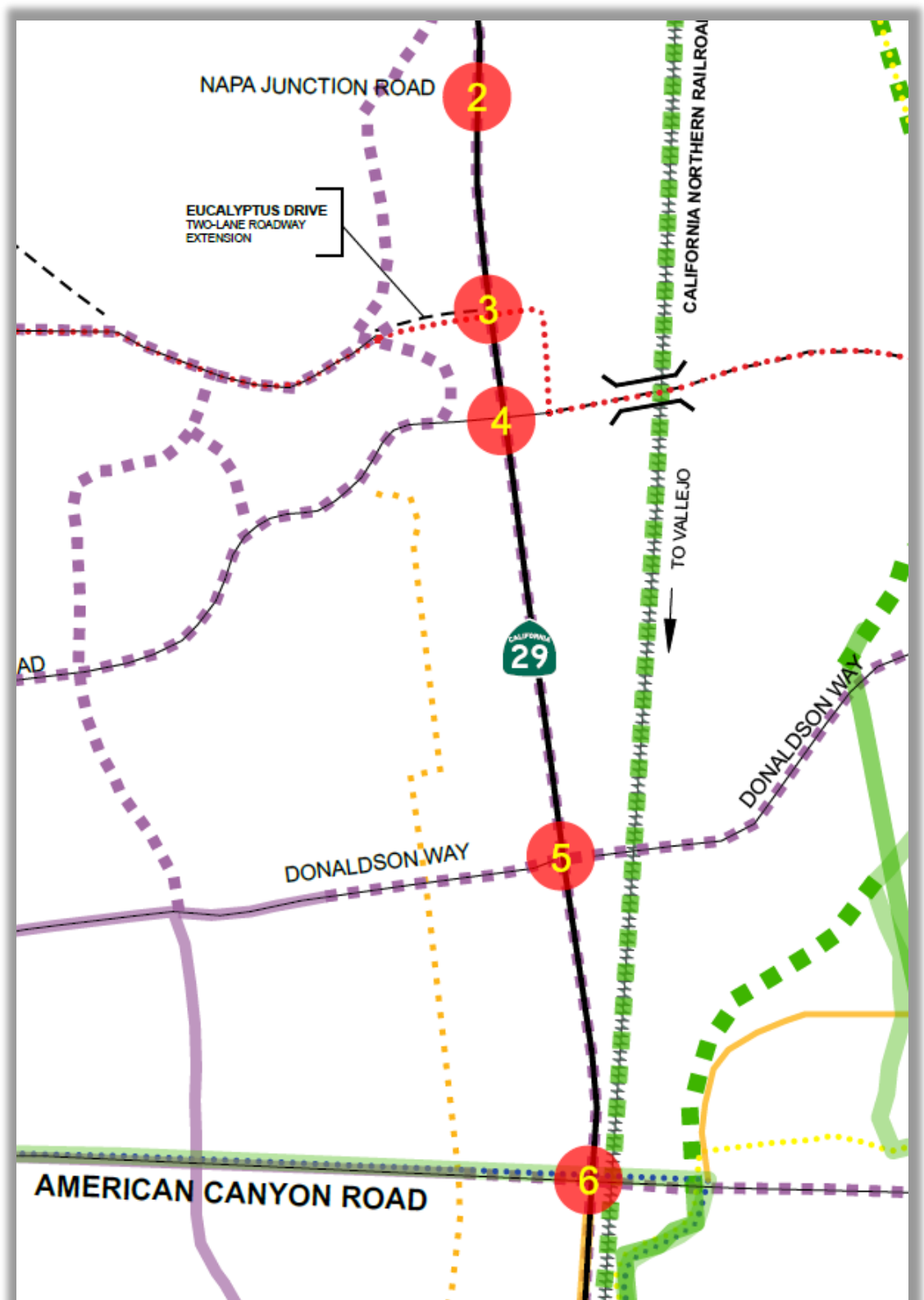
The Napa Valley Transportation Authority (NVRTA) in partnership with the California Department of Transportation (Caltrans) and City of American Canyon proposes to develop the State Route 29 (SR 29) within the City limits of American Canyon as a multi-modal corridor.

SR 29 is the only continuous north-south roadway through the County of Napa and the City of American Canyon. SR 29 provides access to residential neighborhoods and business districts but also acts as a substantial barrier to east-west local travel through the City of American Canyon. Local- and community-serving commercial uses start just south of the intersection of SR 29 and American Canyon Road, and are the predominant land use between there and Napa Junction Road. Land uses are auto-oriented, typically single story, and set back from the highway with surface parking and some landscaping. North of Napa Junction Road, land uses transition to light industrial on larger parcels, interspersed with vacant and agricultural land.

The City adopted an update to its General Plan Circulation Element in March 2013. A principal focus of the update was compliance with Complete Streets legislation. The Element also seeks to improve access along and across SR 29 for local residents, better accommodate through traffic, enhance SR 29 to serve as a visually attractive gateway to Napa Valley, and serve as a main street for the City of American facilitating a town center.

The segment of SR 29 that runs through American Canyon has been designated as a Priority Development Area (PDA) by the Association of Bay Area Governments (ABAG) and the Metropolitan Transportation Commission (MTC).

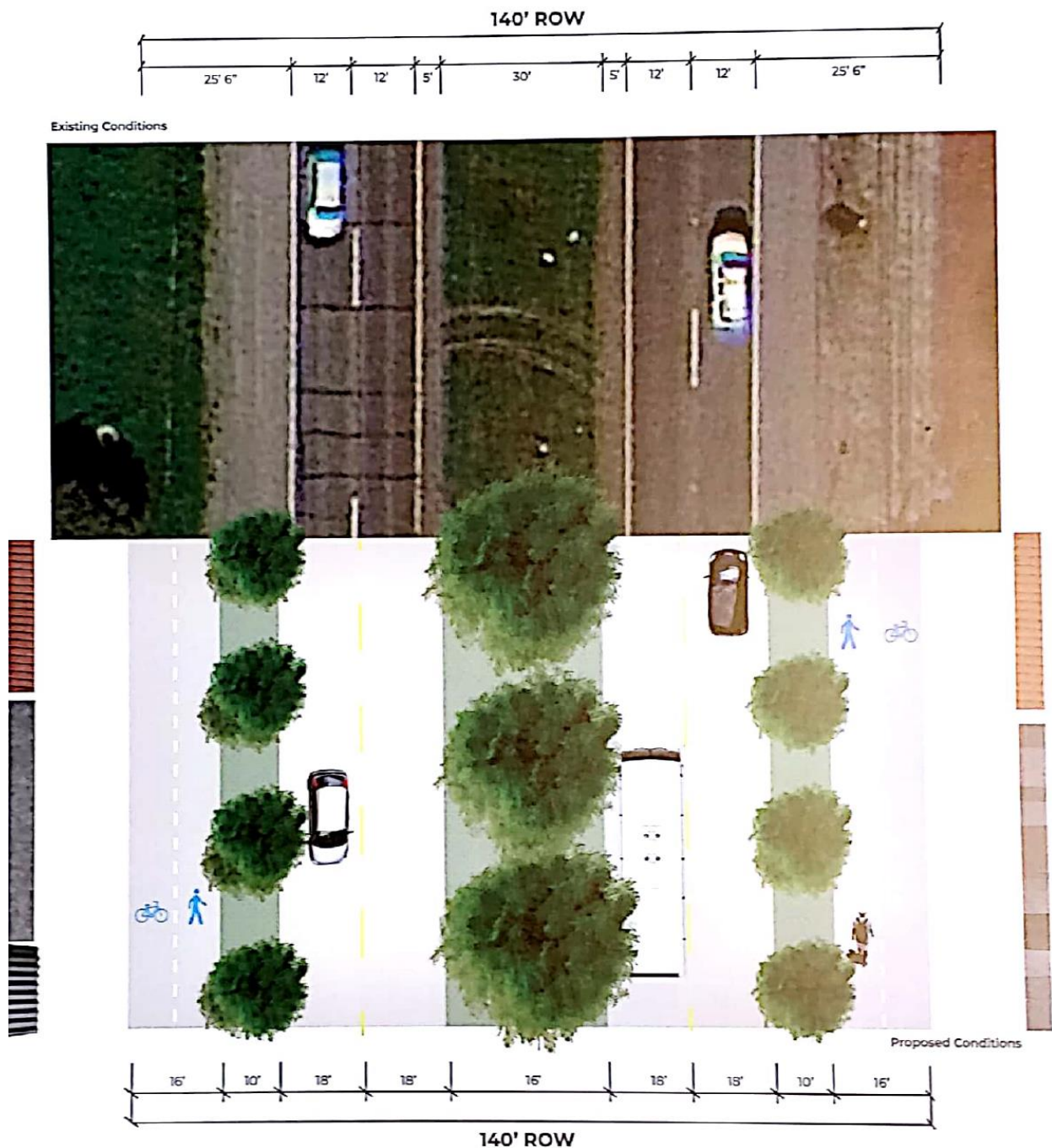




Project Vicinity Map

The geographic boundaries of the Project are SR 29 corridor from Napa Junction Road to the north and American Canyon Road in the south. The proposed improvements include dedicated turn lanes at intersections, buffered dual-use bike and pedestrian paths east and west of the highway, intersection operational improvements, center median with pedestrian refuge and large trees for barrier protection and beautification, transit amenities, signal and signage upgrades, and traffic calming measures including reducing the speed to 35 miles per hour. These improvements will increase mobility, accommodate alternative modes of transportation, improve service level and build on town center character.

The following sketch depicts the existing condition and proposed improvements within the state right of way. Existing travel lanes will remain as it is and improvement will include a 16 ft wide





center median with trees between the NB and SB traffic, a 10ft buffer landscaped area on either side of the NB/SB travel way and a 16ft bike & pedestrian pathway on either side of the NB and SB travel way.

## 1.2 Purpose and Need

SR 29 is a four-lane, divided rural throughway that traverses Napa Valley in the north-south direction between the limits of Interstate 80 (southern limit), and SR 20 in Upper Lake (northern limit). SR 29 is a Terminal Access Route for Surface Transportation Assistance Act (STAA) trucks.

The purpose of the proposed project is to alleviate congestion, improve operations, and enhance safety for all modes of transportation on SR 29 between American Canyon Road and Napa Junction.

The signalized intersections along SR 29 at American Canyon Road, Donaldson, Rio Del Mar, Eucalyptus Drive and Napa Junction are experiencing traffic congestion during AM and PM peak periods and is operating at or near capacity. Peak hour traffic volumes in both the AM and PM on SR 29 are expected to increase by the year 2040. These traffic volumes will be significantly higher than the capacity of the existing intersection.

## 1.3 Project Funding

This funding for the technical studies for the proposed project is NVTa planning funds and developer fee/contributions from the City of American Canyon. The estimated capital construction cost for SR 29 improvements in American Canyon is \$25 million.

## 1.4 Location and Cost of Improvements

### a) TRANSIT SIGNAL PRIORITY

Transit signal priority system are envisioned to be implemented at the following intersections to reduce the impact of congestion on trip time. See estimated cost of Transit Signal Priority and Queue Jumps in **Attachment 1**.

1. SR-29/Napa Junction Rd
2. SR-29/Eucalyptus Drive
3. SR-29/Rio Del Mar
4. SR-29/Donaldson Way W
5. SR-29/W American Canyon Rd

**b) QUEUE JUMPS**

Implement queue jumps at the following locations:

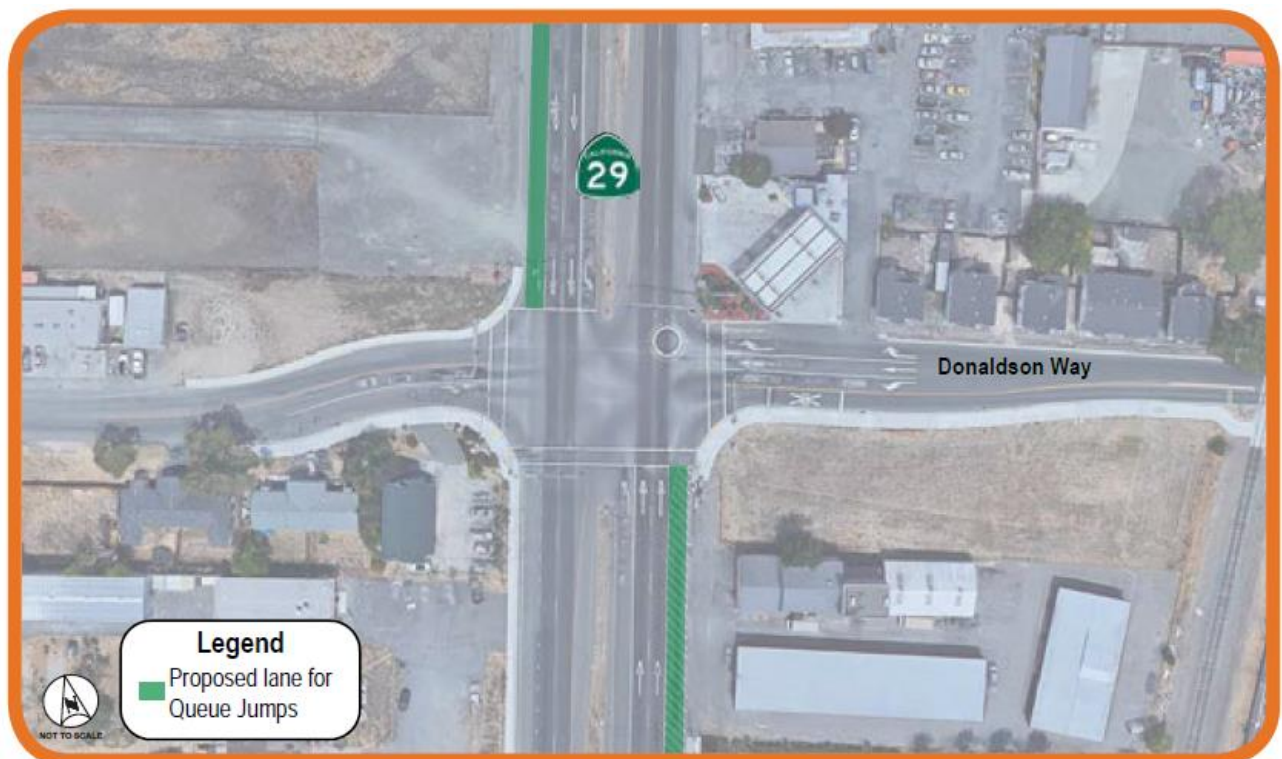
- » SR-29 & Napa Junction Road (American Canyon)
- » Northbound Direction (Route 11 Express, Route 29): Implement advanced right-turn phase and utilize the right-turn lane as a queue jump.
- » Southbound Direction (Route 11 Express, Route 29): Use existing right-turn lane for queue jump lane and construct new right-turn lane.



*Napa Junction Road*



- » SR-29 & Donaldson Way (American Canyon)
  - » Northbound Direction (Route 11 Express, Route 29): Convert shoulder to shared right-turn queue jump lane. Implement a bus-only phase.
  - » Southbound Direction (Route 11 Express, Route 29): Convert shared through/right-turn lane into a right-only lane and use as queue jump.



*Donaldson Way*

- » SR-29 & American Canyon Road (American Canyon)
  - » Northbound Direction (Route 11 Express, Route 29): Convert right-turn only lane into a dedicated queue jump lane and construct new right-turn only lane.
  - » Southbound Direction (Route 11 Express, Route 29): Convert right-turn only lane into a dedicated queue jump lane and construct new right-turn only lane.



*American Canyon Road*

See a conceptual drawing of queue jumps in **Attachment 2**.

**c) Transit Amenities**

Various transit amenities i.e. bus stops, shelters, bulb outs, level platform loading, and park and rides may need to be added along the route and a detailed study will provide further details of location and cost of these improvements.

**d) Bike and Pedestrian Facilities and Traffic Calming Measures**

Class 1 facilities are proposed for both the west and east sides of the corridor that will accommodate both bicycle and pedestrian activities. Crossings include refuge islands at all intersections and other traffic calming treatments such as pedestrian bulb-outs, high visibility crossing treatments, and reduced speeds to 35 miles per hour. A pedestrian bridge may be considered.

**e) Potential Intersection Improvements**

NVTA is still in the process of evaluating various options at key intersections along the SR 29 corridor. Limiting signal controls or introducing roundabouts and/or significantly improving signaling will be a major consideration of the PID. In addition, American Canyon has been exploring adaptive signal technology and is currently working to integrate the signals along the corridor. The addition of queue jumps at key intersections will also be considered by the PID. Intersections are likely to have extended turn pockets/acceleration lanes to improve cross traffic movements.

**1.5 Utilities**

Relocations of telephone poles, underground telephone lines, fiber optic lines, water lines, gas mains, and underground and overhead power lines could be required. Utility owners within the project limits are PG&E (gas and electric), AT&T (telephone and fiber optic), City of American Canyon Public Works and Comcast. Utility vaults may also need to be adjusted to match final pavement surface elevations. All other existing utilities not impacted by new grading will be protected in place.

**1.6 Depth of Disturbance**

Excavation will be required throughout the project in order to construct the new pavement section for the pedestrian and bike pathway as well as landscaping, utilities, and drainage facilities, which require trenching, placement of pipe, drainage structures, landscaping, irrigation, utilities, and backfill. Construction of SR 29 will require an excavation depth not more than 2 feet for bike and pedestrian pathway, however a detailed study will be required to understand the need for drainage improvements which may require deeper excavations.

**1.7 Construction Equipment**

The types of equipment needed to complete the construction may include, but are not limited to, the following: excavators, cranes, loaders, telescoping forklifts, backhoe loaders, concrete pumps, concrete trucks, pavers, rollers, compactors, air compressors, portable generators, temporary signals, and portable lighting.

## **1.8 Right-of-Way**

The project will be built within the existing four-lane footprint of the corridor. Since the project footprint will stay inside the existing right of way, no right of way acquisition will be needed. However, a detailed study will reveal the need of Temporary Construction Easements (TCE) from property owners.

### Attachments:

Attachment 1 - Estimated Costs of Transit Signal Priorities / Queue Jumps

Attachment 2 – Conceptual Drawings of Queue Jumps

Vine Transit Express Bus Corridors Study  
 Conceptual Estimate of Project Costs  
 American Canyon Queue Jump - SR-29/Napa Junction Rd (H.1)  
 Engineer's Opinion of Probable Cost  
 June 2017

Item	Description	Quantity	Unit	Unit Cost	Total
1	Traffic Control	1	LS	\$20,000	\$20,000
2	Erosion Control	1	LS	\$10,000	\$10,000
3	Clearing and Grubbing	1	LS	\$5,000	\$5,000
4	Roadway Excavation (Includes removal of sidewalk, curb/gutter, etc.)	-	LS	\$40,000	\$0
5	Roadway Pavement (HMA/AB)	9,700	SF	\$15	\$145,500
6	Roadway Pavement (Concrete/AB)	-	SF	\$25	\$0
7	Sidewalk/Driveway	400	SF	\$15	\$6,000
8	ADA Curb Ramp	1	EA	\$5,000	\$5,000
9	Hardscaping	-	SF	\$15	\$0
10	Landscaping/Clean water features	-	SF	\$45	\$0
11	Signing and Striping	1	LS	\$5,000	\$5,000
12	RRFB	-	EA	\$15,000	\$0
13	Signal Modification/Relocation (Includes TSP)	1	LS	\$50,000	\$50,000
14	Metal Beam Guardrail	285	LF	\$35	\$9,975
14	Station Platform	-	SF	\$25	\$0
15	Bike Racks/Lockers	-	EA	\$5,000	\$0
16	Bench	-	EA	\$5,000	\$0
17	Real-Time Arrival Signs	-	EA	\$15,000	\$0
18	Wayfinding Signs	-	EA	\$10,000	\$0
19	Wi-Fi	-	EA	\$5,000	\$0
20	Shelter	-	EA	\$75,000	\$0
21	Utilities (5% of project items)	1	LS	\$12,900	\$12,900
22	Drainage (15% of project items)	1	LS	\$38,500	\$38,500
23	Lighting and Electrical (10% of project items)	1	LS	\$25,700	\$25,700
24	Mobilization (10% of project items)	1	LS	\$25,700	\$25,700
				<b>Construction Sub-Total</b>	<b>\$359,275</b>
				<b>40% Contingency</b>	<b>\$143,710</b>
				<b>Construction Total</b>	<b>\$503,000</b>
	RIGHT OF WAY ACQUISITION	-	SF	\$45	\$0
	ENGINEERING/DESIGN (18% OF CONSTRUCTION COST)	1	LS	\$90,540	\$90,540
	ENVIRONMENTAL (10% OF CONSTRUCTION COST)	1	LS	\$50,300	\$50,300
	CONSTRUCTION MANAGEMENT (15% OF CONSTRUCTION COST)	1	LS	\$75,450	\$75,450
	PERMITTING (2% OF CONSTRUCTION COST)	1	LS	\$10,060	\$10,060
				<b>Other Project Costs Total =</b>	<b>\$226,400</b>
				<b>GRAND TOTAL =</b>	<b>\$729,400</b>

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known at the time of the opinion.

**ATTACHMENT 1 (page 1 of 3)**

**TO Request of Co-operative Agreement (RCA) form for  
 SR29-AMCAN CORRIDOR IMPROVEMENT PLAN**

Vine Transit Express Bus Corridors Study  
 Conceptual Estimate of Project Costs  
 American Canyon Queue Jump - SR-29/Donaldson Way (H.1)  
 Engineer's Opinion of Probable Cost  
 June 2017

Item	Description	Quantity	Unit	Unit Cost	Total
1	Traffic Control	1	LS	\$10,000	\$10,000
2	Erosion Control	-	LS	\$10,000	\$0
3	Clearing and Grubbing	-	LS	\$5,000	\$0
4	Roadway Excavation (Includes removal of sidewalk, curb/gutter, etc.)	-	LS	\$0	\$0
5	Roadway Pavement (HMA/AB)	-	SF	\$15	\$0
6	Roadway Pavement (Concrete/AB)	-	SF	\$25	\$0
7	Sidewalk/Driveway	-	SF	\$15	\$0
8	ADA Curb Ramp	-	EA	\$5,000	\$0
9	Hardscaping	-	SF	\$15	\$0
10	Landscaping/Clean water features	-	SF	\$45	\$0
11	Signing and Striping	1	LS	\$5,000	\$5,000
12	RRFB	-	EA	\$15,000	\$0
13	Signal Modification/Relocation (Includes TSP)	1	LS	\$20,000	\$20,000
14	Station Platform	-	SF	\$25	\$0
15	Bike Racks/Lockers	-	EA	\$5,000	\$0
16	Bench	-	EA	\$5,000	\$0
17	Real-Time Arrival Signs	-	EA	\$15,000	\$0
18	Wayfinding Signs	-	EA	\$10,000	\$0
19	Wi-Fi	-	EA	\$5,000	\$0
20	Shelter	-	EA	\$75,000	\$0
21	Utilities (5% of project items)	-	LS	\$1,800	\$0
22	Drainage (7% of project items)	-	LS	\$2,500	\$0
23	Lighting and Electrical (10% of project items)	-	LS	\$3,500	\$0
24	Mobilization (10% of project items)	1	LS	\$3,500	\$3,500
				<b>Construction Sub-Total</b>	<b>\$38,500</b>
				<b>40% Contingency</b>	<b>\$15,400</b>
				<b>Construction Total</b>	<b>\$53,900</b>
	RIGHT OF WAY ACQUISITION	-	SF	\$45	\$0
	ENGINEERING/DESIGN (18% OF CONSTRUCTION COST)	1	LS	\$9,702	\$9,702
	ENVIRONMENTAL (10% OF CONSTRUCTION COST)	1	LS	\$5,390	\$5,390
	CONSTRUCTION MANAGEMENT (15% OF CONSTRUCTION COST)	1	LS	\$8,085	\$8,085
	PERMITTING (2% OF CONSTRUCTION COST)	1	LS	\$1,078	\$1,078
				<b>Other Project Costs Total =</b>	<b>\$24,300</b>
				<b>GRAND TOTAL =</b>	<b>\$78,200</b>

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known at the time of the opinion.

**ATTACHMENT 1 (page 2 of 3)**

**TO Request of Co-operative Agreement (RCA) form for  
 SR29-AMCAN CORRIDOR IMPROVEMENT PLAN**

Vine Transit Express Bus Corridors Study  
 Conceptual Estimate of Project Costs  
 American Canyon Queue Jump - SR-29/American Canyon Rd (H.1)  
 Engineer's Opinion of Probable Cost  
 June 2017

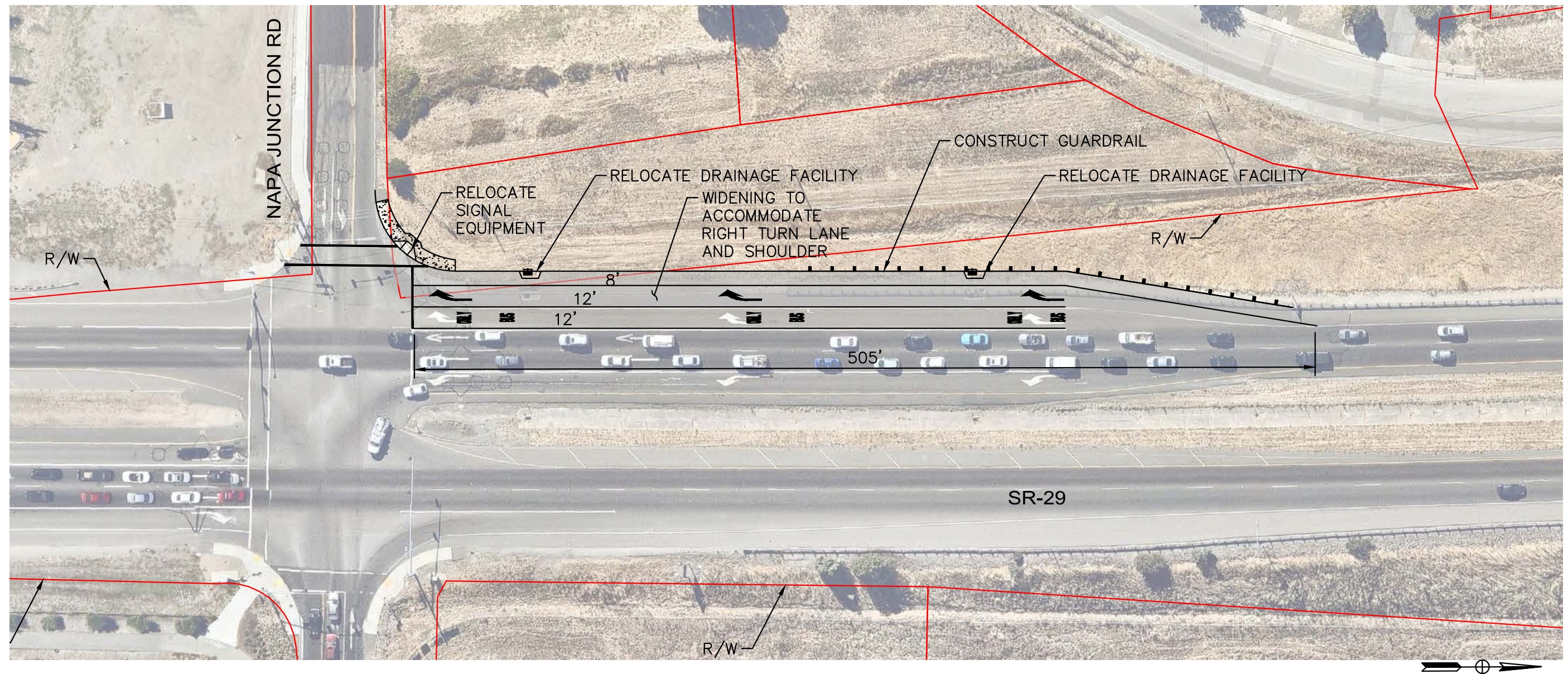
Item	Description	Quantity	Unit	Unit Cost	Total
1	Traffic Control	1	LS	\$40,000	\$40,000
2	Erosion Control	1	LS	\$10,000	\$10,000
3	Clearing and Grubbing	1	LS	\$5,000	\$5,000
4	Roadway Excavation (Includes removal of sidewalk, curb/gutter, etc.)	1	LS	\$50,000	\$50,000
5	Roadway Pavement (HMA/AB)	12,350	SF	\$15	\$185,250
6	Roadway Pavement (Concrete/AB)	-	SF	\$25	\$0
7	Curb and Gutter	550	LF	\$35	\$19,250
8	Sidewalk/Driveway	4,580	SF	\$15	\$68,700
9	ADA Curb Ramp	2	EA	\$5,000	\$10,000
10	Hardscaping	-	SF	\$15	\$0
11	Landscaping/Clean water features	-	SF	\$45	\$0
12	Signing and Striping	1	LS	\$5,000	\$5,000
13	RRFB	-	EA	\$15,000	\$0
14	Signal Modification/Relocation (Includes TSP)	1	LS	\$20,000	\$20,000
15	Station Platform	-	SF	\$25	\$0
16	Bike Racks/Lockers	-	EA	\$5,000	\$0
17	Bench	-	EA	\$5,000	\$0
18	Real-Time Arrival Signs	-	EA	\$15,000	\$0
19	Wayfinding Signs	-	EA	\$10,000	\$0
20	Wi-Fi	-	EA	\$5,000	\$0
21	Shelter	-	EA	\$75,000	\$0
22	Utilities (5% of project items)	1	LS	\$20,700	\$20,700
23	Drainage (7% of project items)	1	LS	\$29,000	\$29,000
24	Lighting and Electrical (5% of project items)	1	LS	\$20,700	\$20,700
25	Mobilization (10% of project items)	1	LS	\$41,400	\$41,400
				<b>Construction Sub-Total</b>	<b>\$525,000</b>
				<b>40% Contingency</b>	<b>\$210,000</b>
				<b>Construction Total</b>	<b>\$735,000</b>
	RIGHT OF WAY ACQUISITION	5,430	SF	\$45	\$244,350
	ENGINEERING/DESIGN (18% OF CONSTRUCTION COST)	1	LS	\$132,300	\$132,300
	ENVIRONMENTAL (10% OF CONSTRUCTION COST)	1	LS	\$73,500	\$73,500
	CONSTRUCTION MANAGEMENT (15% OF CONSTRUCTION COST)	1	LS	\$110,250	\$110,250
	PERMITTING (2% OF CONSTRUCTION COST)	1	LS	\$14,700	\$14,700
				<b>Other Project Costs Total =</b>	<b>\$575,100</b>
				<b>GRAND TOTAL =</b>	<b>\$1,310,100</b>

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known at the time of the opinion.

**ATTACHMENT 1 (page 3 of 3)**

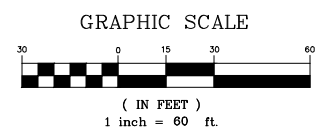
**TO Request of Co-operative Agreement (RCA) form for  
 SR29-AMCAN CORRIDOR IMPROVEMENT PLAN**





# LEGEND

- RIGHT OF WAY/PROPERTY LINE
- CURB/SIDEWALK
- X X X X STATION/PLATFORM
- . . . . CONCRETE PAVEMENT/SIDEWALK
- HMA PAVEMENT

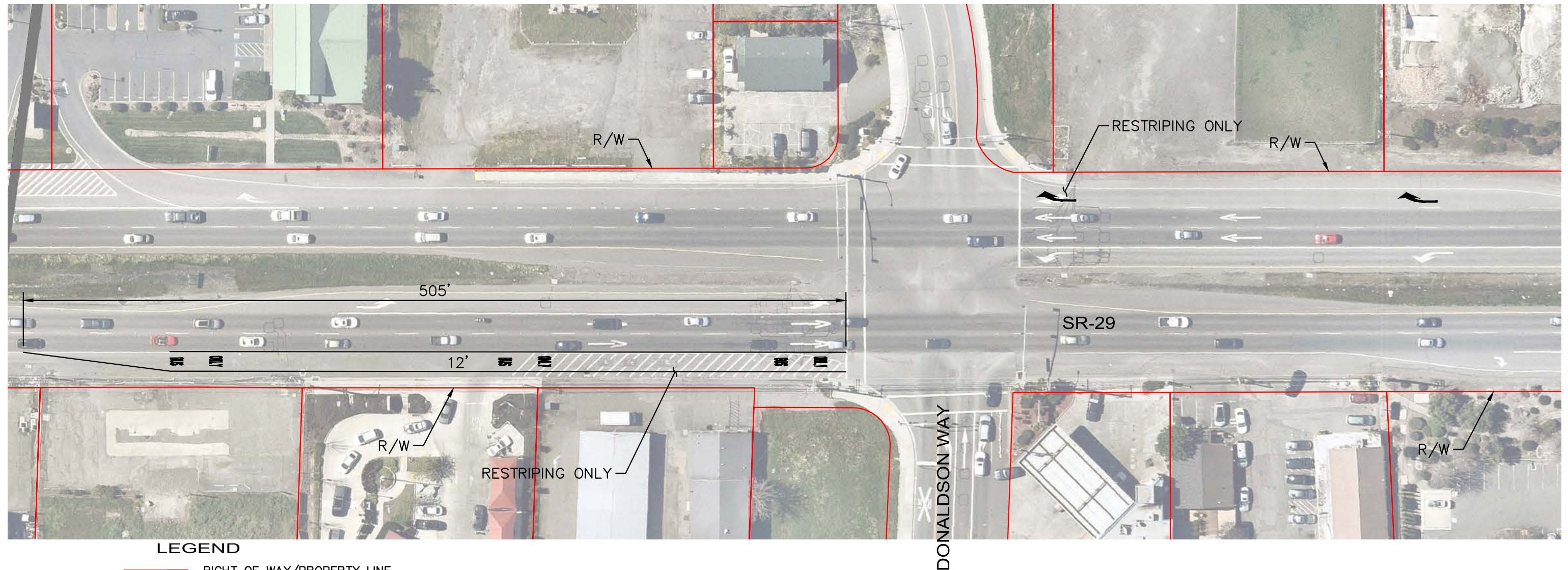


**ATTACHMENT 2 (page 1 of 3)**

TO Request of Co-operative Agreement (RCA) form for  
SR29-AMCAN CORRIDOR IMPROVEMENT PLAN

June 2017





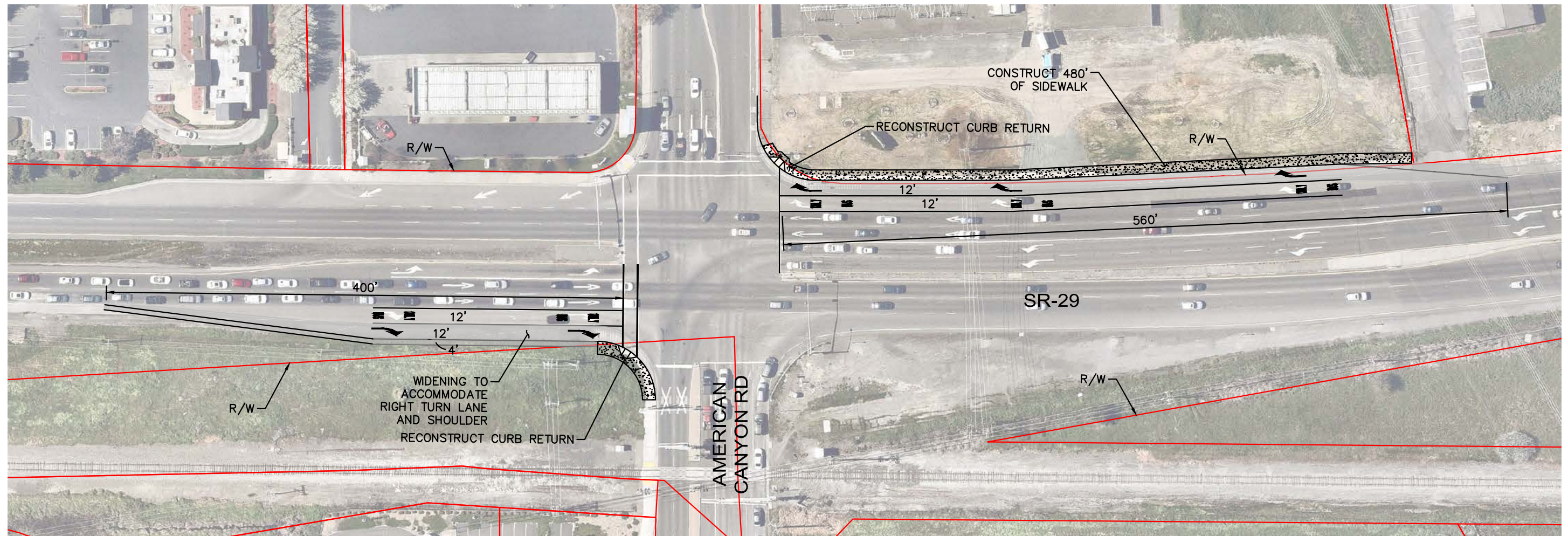
**ATTACHMENT 2 (page 2 of 3)**

TO Request of Co-operative Agreement (RCA) form for

**SR29-AMCAN CORRIDOR IMPROVEMENT PLAN**

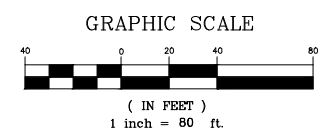
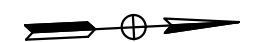
June 2017





# LEGEND

- RIGHT OF WAY/PROPERTY LINE
- CURB/SIDEWALK
- X X X X STATION/PLATFORM
- . . . . CONCRETE PAVEMENT/SIDEWALK
- HMA PAVEMENT



**ATTACHMENT 2 (page 2 of 3)**

TO Request of Co-operative Agreement (RCA) form for  
SR29-AMCAN CORRIDOR IMPROVEMENT PLAN

\*NOTE: APPROXIMATELY 5,430 SF OF RIGHT OF WAY WILL BE REQUIRED ON THE EAST SIDE OF SR-29.

June 2017

**NAPA-29 American Canyon Corridor Improvements**

February 22, 2019

<b>Task</b>	<b>Hours</b>
<b>Project Totals</b>	<b>1,570</b>
<b>PERFORM PROJECT MANAGEMENT</b>	
Pre-PID Meeting / PDT Meeting (4 Meetings)	110
Quality Management Plan	10
Executable Cooperative Agreement for Future Phases	60
<b>Develop Project Initiation Document (PID)</b>	
Independent Quality Assurance (IQA)	40
Problem Definition - Purpose and Need	40
<b>TRANSPORTATION ENGINEERING PERFORMANCE ASSESSMENT</b>	
TEPA Meeting (1 Meeting)	30
Review Submittal (2 Reviews)	150
<b>CT PROVIDE ACCIDENT DATA</b>	
Accident Data Preparation	50
<b>ALTERNATIVES &amp; GEOMETRICS DESIGN EXCEPTION IDENTIFICATION AND DISCUSSION</b>	
Focus Geometrics Meeting (1 Meeting)	30
Focus Geometrics CT Internal (1 Meeting)	40
Review Submittal (2 Reviews)	110
<b>PRELIMINARY ENVIRONMENTAL ANALYSIS REPORT (PEAR)</b>	
Review Submittal (2 Reviews)	130
<b>STORMWATER DOCUMENTATION</b>	
Review Submittal (2 Reviews)	40
<b>STRUCTURE COST ESTIMATE / DESIGN SCOPING CHECKLIST</b>	
Review Submittal (2 Reviews)	20
<b>TRANSPORTATION PLANNING/SCOPING INFORMATION SHEET</b>	
Review Submittal (1 Review)	50
<b>PROJECT STUDY REPORT - PDS</b>	
CT Internal Meeting (1 Meeting)	40
Review 1st Submittal	380
Review 2nd Submittal	200
Approval Circulation	40



NAPA VALLEY TRANSPORTATION AUTHORITY (NVTA) AGREEMENT NO.  
19-07  
CITY OF AMERICAN CANYON AGREEMENT NO. 2019-22

**SR 29 Comprehensive Multimodal Corridor Plan and Project Initiation Document**

**THIS AGREEMENT ("Agreement")** is made and entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 2019, by and between the NAPA VALLEY TRANSPORTATION AUTHORITY ("NVTA"), a joint powers authority, and the CITY OF AMERICAN CANYON ("CITY"), a municipal corporation.

**RECITALS**

**WHEREAS**, NVTA wishes to obtain a specialized engineering and planning consultant in order to complete a SR 29 Comprehensive Multimodal Corridor Plan and Project Initiation Document; and

**WHEREAS**, the CITY is willing to provide funding in the amount not to exceed two hundred fifty thousand dollars (\$250,000) for the purposes of obtaining a consultant team to complete the work;

**TERMS**

**NOW, THEREFORE, IT IS AGREED BY NVTA AND CITY** as follows:

1. **SCOPE OF WORK.** CITY agrees to provide up to two hundred fifty thousand dollars (\$250,000) to NVTA to obtain consultant services for work on the SR 29 Comprehensive Corridor Plan and Project Initiation Document for State Route 29 through American Canyon ("Plan") as generally outlined in the Scope of Work attached to this Agreement. NVTA reserves the right to modify the Scope of Work in its discretion based on proposals received, estimated costs and changes resulting from additional information and negotiations. The parties agree that final acceptance of the Scope of Work and all Deliverables required to complete performance shall be in the sole discretion of NVTA.
2. **TERM.** The term of this Agreement shall commence on the date first above written and shall expire at the completion of the Scope of Work. Notwithstanding the above, Paragraphs 6 (Insurance) and 7 (Indemnification) shall continue in full force and effect until completion of the plan.

This Agreement may be terminated as follows:

- A. By mutual agreement of the NVTA and CITY upon such terms and conditions as may be agreed upon.

- B. By either party at any time, without cause, by delivering written notice to the other party at least 60 days in advance of the proposed date of termination.
- C. If the Agreement is terminated pursuant to this Section, neither party may nullify obligations already incurred for performance of services prior to the date of notice or required to be performed through the effective date of termination. Any notice of termination will incorporate necessary transition arrangements, and the parties will comply with all such arrangements. Payments, if any, will be made pursuant to Section 3 of this Agreement. This provision shall survive the termination of this Agreement.

3. **PAYMENT FOR COST OF SERVICES.** CITY shall pay NVTa for the cost of the services provided under this Agreement for a total amount not to exceed two hundred fifty thousand dollars (\$250,000). NVTa shall solely be responsible for administration of the contract for services described in Paragraph 1 (Scope of Work). The CITY shall reimburse NVTa within 30 days of submission of an invoice itemizing the work completed during the billing period. NVTa will provide any additional cost for the Plan over \$250,000 and provide administration and oversight of the Scope of Work.

4. **AMENDMENT.** Except as noted herein, any modification or amendment of this Agreement shall be effective only if mutually approved in writing by the governing boards of NVTa and CITY.

5. **INDEPENDENT CONTRACTOR.** NVTa shall perform the services required of NVTa under this Agreement as an independent contractor. NVTa and the officers, agents and employees of NVTa are not, and shall not be deemed, CITY employees for any purpose, including workers' compensation or employee benefits. NVTa shall determine, in its sole discretion and at its own risk and expense, the method and manner by which duties imposed on NVTa under this Agreement shall be performed. CITY and the officers, agents and employees of the CITY are not, and shall not be deemed, NVTa employees for any purpose, including workers' compensation or employee benefits.

6. **INDEMNIFICATION.**

(a) CITY shall defend, indemnify and hold harmless NVTa and the officers, agents and employees of NVTa from any claim, loss or liability including without limitation, those for personal injury (including death) or damage to property, arising out of or connected with any aspect of the performance by CITY or its officers, agents, or employees, of activities or obligations required of CITY under this Agreement except where the loss was proximately caused by acts or omissions of CITY performed in strict compliance with express direction from NVTa's governing board, officers or personnel other than direction based upon and conforming to advice from CITY.

(b) To the fullest extent permitted by law, NVTa shall defend indemnify and hold harmless CITY, its elected and appointed officials, officers, attorneys, agents and employees of CITY and each of them from and against any and all liability, claims, loss, damage, expense, and costs of every nature including without limitation, those for personal injury (including death) or damage to property, arising out of or connected with any aspect of the performance by NVTa or its officers, agents, or employees, of obligations required of NVTa under this Agreement as well as for claims where the loss was proximately caused by acts or omissions of CITY performed in strict compliance with express direction from NVTa's governing board, officers or personnel other than direction based upon and conforming to advice from CITY.

7. **NO WAIVER.** The waiver by either party of any breach or violation of any requirement of this Agreement shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.

8. **NOTICES.** All notices required or authorized by this Agreement shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt requested. Any mailed notice, demand, request, consent, approval or communication that either party desires to give the other party shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Any notice sent by mail in the manner prescribed by this paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

**NVTa**

Executive Director  
Napa Valley Transportation  
Authority  
625 Burnell Street  
Napa, California 94559

**CITY**

City Manager  
American Canyon  
4381 Broadway Street, Suite 201  
American Canyon, California  
94503

9. **INTERPRETATION.** The headings used herein are for reference. The terms of the Agreement are set out in the text under the headings. Each party to this Agreement has had an opportunity to review the Agreement, confer with legal counsel regarding the meaning of the Agreement, and negotiate revisions to the Agreement. Accordingly, neither party shall rely upon Civil Code section 1654 in order to interpret any uncertainty in the meaning of the Agreement.

10. **GOVERNING LAW AND VENUE.** This Agreement shall be governed by the laws of the State of California. The venue for any legal action filed by either side in state court to enforce any provision of this Agreement shall be Napa County, California. The venue for any legal action filed by either side in federal court to enforce any provision of this Agreement lying within the jurisdiction of the federal courts shall be the Northern



District of California. The appropriate venue for arbitration, mediation or similar legal proceeding under this Agreement shall be in Napa County, California; however nothing in this Agreement section shall obligate a party to submit to arbitration any dispute arising under this Agreement. The parties hereby waive the venue provisions in Code of Civil Procedure section 394.

**11. SEVERABILITY.** If any provision of this Agreement, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this Agreement unless removal of such provision makes the remaining Agreement illusory or makes impractical the enforcement of any remaining major provision of the Agreement, in which case this Agreement shall terminate.

**12. COMPLIANCE WITH LAWS.** In performing any services required under this Agreement to be reimbursed by CITY, NVTA shall observe and comply with all applicable Federal, State and local laws, ordinances, and codes, including to the extent applicable, the laws pertaining to relocation assistance. Such laws shall also include, but not be limited to, the following, except where otherwise prohibited by state or local law:

(a) **Non-Discrimination.** During the performance of this Agreement, NVTA and its subcontractors shall not deny the benefits thereof to any person on the basis of sex, race, color, ancestry, religion or religious creed, national origin or ethnic group identification, sexual orientation, marital status, age (over 40), mental disability, physical disability or medical condition (including cancer, HIV and AIDS), nor shall they discriminate unlawfully against any employee or applicant for employment because of sex, race, color, ancestry, religion or religious creed, national origin or ethnic group identification, sexual orientation, marital status, age (over 40), mental disability, physical disability or medical condition (including cancer, HIV and AIDS), or use of family care leave. NVTA shall ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination or harassment. In addition to the foregoing general obligations, NVTA shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900, et seq.), the regulations promulgated thereunder (Title 2, California Code of Regulations, section 7285.0, et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (sections 11135-11139.5) and any state or local regulations adopted to implement any of the foregoing, as such statutes and regulations may be amended from time to time. To the extent this Agreement subcontracts to NVTA services or works required of CITY by the State of California pursuant to agreement between CITY and the State, the applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a) through (f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of regulations are expressly incorporated into this Agreement by reference and made a part hereof as if set forth in full, and NVTA and any of its subcontractors shall give written notice of their obligations thereunder to labor organizations with which they have collective bargaining or other agreements.

(b) **Documentation of Right to Work.** NVTA agrees to abide by the requirements of the Immigration and Control Reform Act pertaining to assuring that all newly-hired employees of NVTA performing any services under this Agreement have a legal right to work in the United States of America, that all required documentation of such right to work is inspected, and that INS Form 1-9 (as it may be amended from time to time) is completed and on file for each employee. NVTA shall make the required documentation available upon request to CITY for inspection.

(c) **Inclusion in Subcontracts.** To the extent any of the services required of NVTA under this Agreement are subcontracted to a third party, NVTA shall include the provisions of (a) and (b), above, in all such subcontracts as obligations of the subcontractor.

13. **TAXES.** As between CITY and NVTA, NVTA shall be solely responsible for filing all required federal and state tax documentation and for paying all applicable tax withholdings (including state and federal income and FICA taxes), or for requiring its subcontractors to do so, on any reimbursement amounts paid pursuant to this Agreement. NVTA agrees to indemnify and hold CITY harmless from any liability CITY might otherwise incur to the United States or the State of California as a consequence of NVTA's failure to document, withhold, or pay when due all such taxes and obligations. In the event that CITY is audited for compliance regarding any withholding or other applicable taxes relating to payments made to NVTA under this Agreement, NVTA agrees to furnish CITY with proof of payment of any required taxes or related withholdings on those amounts.

14. **ACCESS TO RECORDS/RETENTION.** CITY, any federal or state grantor agency funding all or part of the reimbursement of NVTA made by CITY hereunder, the State Controller, the Comptroller General of the United States, the Corps of Engineers, or the duly authorized representatives of any of the above, shall have access to any books, documents, papers and records of NVTA which are directly pertinent to the subject matter of this Agreement for the purpose of making audit, examination, excerpts and transcriptions. Except where longer retention is required by any federal, state or local law or Authority policy, NVTA shall maintain all required records for five years after CITY makes final reimbursement for any of the services authorized hereunder and all pending matters are closed, whichever is later.

15. **AUTHORITY TO CONTRACT.** CITY and NVTA each warrant hereby that they are legally permitted and otherwise have the authority to enter into and perform this Agreement.

16. **CONFLICT OF INTEREST.** NVTA hereby covenants that neither NVTA nor any of its officers, employees or agents who may be providing services under this Agreement presently have any interest not disclosed to CITY and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the



performance of such services hereunder, except as such as CITY may consent to in writing prior to the acquisition by NVTa or such persons of such conflict.

17. **THIRD PARTY BENEFICIARIES.** Nothing contained in this Agreement shall be construed to create any rights in third parties and CITY and NVTa do not intend to create such rights.

18. **ATTORNEY'S FEES.** In the event that either party commences legal action of any kind or character to either enforce the provisions of this Agreement or to obtain damages for breach thereof, the prevailing party in such litigation shall be entitled to all costs and reasonable attorney's fees incurred in connection with such action.

18. **ENTIRETY OF CONTRACT.** This Agreement constitutes the entire agreement between the parties relating to the subject of this Agreement and supersedes all previous agreements, promises, representations, understandings and negotiations, whether written or oral, among the parties with respect to the subject matter hereof.

**IN WITNESS WHEREOF,** NVTa and CITY have executed this Agreement as of the date first above written.

CITY of AMERICAN CANYON:

NVTa:

Napa Valley Transportation Authority

By: 

(Signature)

Jason B. Holley, City Manager

By: \_\_\_\_\_

(Signature)

Kate Miller, Executive Director

**APPROVED AS TO FORM:**

  
(Signature)

William D Ross, City Attorney

(Type name and title)

**APPROVED AS TO FORM:**

\_\_\_\_\_  
(Signature)

DeeAnne Gillick NVTa Legal Counsel

(Type name and title)

# EXHIBIT A

## SCOPE OF WORK

### **State Route 29 Comprehensive Multimodal Corridor Plan and Project Initiation Document for State Route 29 through American Canyon**

This scope of work covers two (2) main objectives that are to be separately priced:

**Objective 1** - Update the State Route 29 Gateway Corridor Plan to meet the conditions of the Senate Bill 1, Comprehensive Multimodal Corridor Plan Guidelines, as outlined in

[http://www.cata.ca.gov/programs/sb1/sccp/corridor-plan/docs/120518\\_Approved\\_CMCP\\_Guidelines.pdf](http://www.cata.ca.gov/programs/sb1/sccp/corridor-plan/docs/120518_Approved_CMCP_Guidelines.pdf)

**Objective 2** - Complete a Project Initiation Document (PID) for State Route 29 in American Canyon between Napa Junction Road and American Canyon Road.

## **SECTION I STATE ROUTE 29 COMPREHENSIVE MULTIMODAL CORRIDOR PLAN**

The State Route (SR) 29 Comprehensive Multimodal Corridor Plan will update the SR 29 Gateway Corridor Improvement Plan that was adopted in October 2014, and define projects that can be implemented near-term, mid-term and long-term. The SR 29 Comprehensive Multimodal Corridor Plan (Plan) will build upon the October 2014 Plan by analyzing intersection improvements in greater detail, evaluating the impacts of parallel local road improvements for all modes, evaluating technologies and traveler information, and modeling improvements through a micro-simulation model in accordance with Caltrans Corridor Planning Guidance and the principles of the federal Congestion Management Process. The project limits for this study are Devlin Road to the west, Newell Drive and North/South Kelly Roads to the east, the intersection of SR 29/121 (Imola intersection) to the north, and SR 37/29 interchange to the south.

Specifically, the Plan will:

- 1) Include near-term multi-modal solutions to specific intersections;
- 2) Evaluate adjacent/parallel corridor connections and extensions;
- 3) Expand on and analyze bus, bicycle, and pedestrian improvements along the corridor(s);
- 4) Evaluate integrated technology and smart corridor solutions that can be applied to the corridor to improve operations;
- 5) Provide economic impact analysis that evaluates the economic effects of proposed improvements;
- 6) Include congestion management strategies; and

- 7) Determine the order projects should be delivered to optimize traffic operations, reduce traffic/congestion and minimize additional traffic/congestion in other parts of the corridor.

The Plan will include multi-modal improvements and congestion management strategies on the corridor and expand on near and midterm solutions that can be implemented in the next 2-5 years, in addition to longer term improvements. The Plan will also take a more comprehensive (parallel corridor) circulation approach and evaluate parallel arterials such as potential extensions and connections on Devlin Road, Newell Drive, South and North Kelly Roads, Fairgrounds Drive - Flosden Road, and Soscol Ferry Road and analyze how potential improvements will impact congestion on the highway. The Plan will include micro-simulation models of proposed alternatives. The Plan will further investigate smart/adaptive corridor management technologies and strategies for application on SR 29.

The Plan will be continuously tracked and monitored by NVTa staff, the Staff Working Group (SWG) comprised of NVTa SR 29 Working Group and Caltrans planning, engineering and environmental staff.

Expected products are listed as deliverables.

#### **TASK 1 Project Startup**

- 1.1 Kick-Off Meeting.** Conduct a kick-off meeting with select project management team members to review the approved scope of work and discuss expectations, including needed data and proposing a public engagement strategy.

<b>Deliverable</b>	<b>Documentation</b>
Signed contract between Consultant and NVTa	Copy of signed contract
Conduct kick-off meeting	Meeting notes/summary of public outreach plan
Data Collection	Updated Average Daily Traffic (ADT) and Turning Movement Counts

#### **TASK 2 Ongoing Stakeholder and Community Outreach and Project Oversight**

- 2.1 Stakeholder/Jurisdictional Meetings.** Budget up to four (4) stakeholder meetings which could include municipal, business and/or community members.



**2.2 Committee Meetings.** Meet with NVTa Citizen Advisory Committee (CAC) and the Technical Advisory Committee (TAC). The CAC is comprised of numerous interest groups and individuals representing all modes who have an interest in the SR 29 Comprehensive Multimodal Corridor Plan. Members of the CAC represent environmental advocacy groups, merchant and business associations, hospitality, agriculture, wine production, education, and health. The TAC is made up of technical staff (public works and planning) from each jurisdiction. The Consultant will provide updates and/or materials for staff updates to the CAC and TAC approximately four (4) times during the course of the project. The Committee will review project progress and submit comments to the Staff Working Group and the NVTa Board.

### **2.3 Public Meetings.**

**2.3.1** Promote, advertise, and conduct no more than three (3) public charrettes at different locations/times through a multi-media campaign (including, but not limited to, use of newspaper and radio broadcast) through the Citizen Advisory Committee and other stakeholders to gain public involvement and refine plan concepts. One (1) of the public charrettes should be held in the beginning of the process to gain initial input and feedback and one (1) charrette should be held later in the process to review the draft Corridor Plan/Concepts.

**2.3.2** Prepare presentation material for City Council and County Board of Supervisor meetings. Most presentations will be conducted by NVTa staff and/or City/County staff.

**2.3.3** Prepare presentation materials and present no more than three times to the Napa Valley Transportation Authority Board (NVTa Board) which will act as the steering committee for the Comprehensive Multimodal Corridor Plan.

**2.3.4** Meet with SWG approximately six (6) times over the course of the study (made up of NVTa staff, Caltrans staff, and the SR 29 Working Group members from the City of American Canyon, City of Napa, and County of Napa).

Prior to publication of milestone documents, draft documents and supporting data will be reviewed by the SWG. This group is expected to meet approximately six (6) times at key points in the process: to review and accept the Vision, to review the existing corridor study's results; potential improvement programs, review the draft Corridor Implementation Plan. Day-to-day work on project documents and meetings will be carried out by the Consultant, with direct staff

support from NVTa. It is expected that the Consultant team will consist of a transportation engineering and planning firm engaged in multi-modal planning and engineering, congestion management, transportation technology, and traffic modeling. The Consultant team should also be able to demonstrate a significant understanding of state and federal transportation funding programs and have existing working relationships with Caltrans District 4 and California Transportation Commission (CTC) staff.

<b>Deliverable</b>	<b>Documentation</b>
Public Outreach	Contact lists and logs
Citizen Advisory Committee and Technical Advisory Committee meetings	Presentation/meeting materials, agendas and minutes
Public Meetings/charrettes	Presentation/meeting materials, attendance lists, agendas, meeting notes
NVTa Board	Presentation/meeting materials, agendas, meeting notes
Staff Working Group	Presentation/meeting materials, attendance lists, agendas, meeting notes

### **TASK 3 Develop Plan Components**

The SR 29 Comprehensive Multimodal Corridor Plan (Plan), to be managed by NVTa, will consist of the following subtasks

**3.1 Evaluate Opportunities, Develop Corridor Plan Framework, and Literature Review.** Refine the purpose and need statement for the SR 29 corridor including current problems and deficiencies facing the corridor. The Consultant will work with Stakeholders (CAC, TAC, jurisdictional staff and others) and the SWG, to develop a refined multi-modal and congestion management strategy framework for the corridor. The framework will serve as a broad outline to the Corridor Plan and define purpose and need for improvements to the corridor, plan/project elements and will evaluate parallel corridor connectivity/extension options that will work in tandem to improve circulation and congestion on the SR 29 corridor. The framework will consider all modes of transportation, congestion management strategies and smart/adaptive technologies that will improve corridor operations, to improve access to and on the corridor. The framework will include graphics, and emphasize context sensitive designs for each proposed improvement. The Consultant team will prepare a *literature review* of

elements included in similar highway corridors that serve as both a regional highway and a main street in suburban/urban locations.

**3.2 Summarize Corridor Existing Studies and Plans.** The Consultant with assistance from the SWG will identify all existing circulation, transit, bicycle and pedestrian studies, and plans that apply to the Corridor as well as jurisdictional General Plan policies. The Consultant will then create a summary documenting what is known about the corridor and relevant, adopted plans. The Consultant will also develop a matrix showing all of the adopted policies that apply to the Corridor. Special emphasis will be given to identification of policies that are consistent across jurisdictions. The matrix will also identify policies that conflict with one another. The Plan documents will include but are not limited to the SR 29 Gateway Corridor Improvement Plan, the City of American Canyon Broadway Specific Plan, the Watson Ranch EIR, County of Napa and American Canyon Circulation Elements, the County of Napa Airport Industrial Specific Plan, City of Napa General and Specific Plans, NVTa Countywide Transportation Plan Vision 2040, NVTa Pedestrian and Bicycle Plans, and NVTa Express Bus Study. It should also be noted that the City of Napa has a citywide traffic model and that NVTa's Napa Travel Demand Model has been recently separated and validated, resulting in Napa County having its own model.

**3.3 Model Future Traffic Projections.** The Consultant will have access to the Napa Model. Because the Napa Model is a regional model, post processing may be necessary to determine future traffic projections. NVTa may wish to use more detailed micro-simulation modeling to provide future traffic projections on individual proposed improvements. The Consultant will provide detailed traffic projections for the Corridor and important connecting streets. Model assumptions shall be reviewed and accepted by the SWG. The Consultant will compare volumes within the model to volumes identified in the City of American Canyon, City of Napa and County of Napa circulation studies and other recent studies, and propose adjustments where appropriate for review and acceptance by the Group. If there are conflicts, the report will describe them. The resulting report will summarize existing conditions and projected future year (2040) conditions for weekday peak hour commute traffic and weekend visitor peak traffic. Where weekend peak volumes are not available, a methodology will be developed to factor from weekday data.

**3.4 a. Program and Project Identification.** Identify potential programs and projects to improve the corridor while considering California Streets and Highways Code – Sections 2390-2397 and focusing on the Solutions for Congested Corridors Program (SCCP) strategies to:

- 1) Reduce traffic congestion and address local access focusing primarily on operational improvements rather than capacity or facility expansion;
- 2) Improve corridor safety, accessibility and crossings for all travel modes;
- 3) Improve corridor circulation by evaluating pending connections/extension improvements of parallel roadways, improvements to existing mainline corridors, intersection improvements, or other congestion management strategies;
- 4) Improve transit access and transit flow;
- 5) Build upon aesthetic improvements identified in the SR 29 Gateway Corridor Plan to improve the appearance and cohesiveness of the corridor while ensuring that each jurisdiction remains visually distinct;
- 6) Upgrade technologies that will improve corridor operations and provide travel information;
- 7) Evaluate economic development, job creation and retention of proposed projects/programs; and
- 8) Reduce greenhouse gas emissions and air pollution impacts with proposed projects/programs, and stimulate efficient land use.

**b. Cost/Benefit Analysis.** The Consultant and SWG will develop, and the Stakeholders, TAC, and NVTB Board will review, a menu of physical improvements and programs that can advance improvements in the corridor. The menu will include existing projects or programs that have not been fully implemented as well as near-term, mid-term and long-term projects. The Consultant will develop a matrix to determine the ability of each existing or new project to advance the framework and to improve the corridor by advancing one or more of the eight (8) objectives listed above. The matrix will list short, mid and long term projects, develop an optimized order of delivery, and rate projects based on how well the project accomplishes the above stated goals.

The Consultant will create a cost estimate for each project or program, including costs to build facilities or acquire program materials, annual operation and maintenance costs, and funding options.

**3.5 Corridor Improvement Implementation Plan.** Develop a Corridor Improvement Implementation Plan, covering the following topics:

- a. Recommended programs and projects
  - 1) Project Deliverability
  - 2) Congestion Relief
  - 3) Air Quality
  - 4) Safety Improvements
  - 5) Accessibility
  - 6) Efficient Land Use
- b. Funding options and strategy
  - 1) Matching of Funds
- c. Governance options for multi-jurisdictional programs or projects.
- d. Economic Impact Analysis of the proposed improvements. The economic impact analysis should include the following:
  - 1) Use of construction cost estimates and projected gains in worker productivity and reduced delays/congestion and possible net tourism gains(such as transient occupancy tax revenue)
  - 2) Impacts to goods movement and freight
  - 3) Direct Impacts and estimated employment changes from budget dollars to be spent
  - 4) Induced and indirect impacts on business revenues and employment
  - 5) State and local tax gains

The Consultant and SWG will prepare, and the Stakeholders, TAC and NVTB Board will review, a draft implementation plan for corridor improvement projects and programs to address the study's varied objectives. The implementation plan will recommend steps for immediate, short-term (1 -2 years), mid-term (3-5 years) and long-term (beyond 5 years) implementation. The implementation plan will provide an estimated project delivery schedule for key improvements, evaluate project readiness, identify a funding strategy of existing and potential new funds available to initiate and operate the recommended programs and projects, and will recommend a governance option for the multi-jurisdictional projects or programs.



<b>Deliverable</b>	<b>Documentation</b>
Develop Ranked project list for corridor improvements	Copy of draft Plan. Consider a range of performance metrics
Develop Summary of Existing Studies and Plans	Copy of draft Summary and Conflict policy Matrix
Project Future Traffic	Copy of Traffic Projections
Project costs	Copy of Cost Estimate for each project phase or program
Economic Impact Analysis	Copy of Economic Analysis in the draft Plan
Develop a Corridor Improvement Implementation Plan (Include cost/benefit analysis)	Copy of Draft Corridor Improvement Implementation Plan optimize project order in terms of their effectiveness of reducing traffic congestion and minimizing adverse traffic impacts as well as project readiness.
Modified Draft Plan (if necessary)	Modified Draft Plan before final approval based on stakeholder feedback

#### **TASK 4 Final Plan Preparation & Public Meeting**

**4.1** Prepare final plans based on NVTB Board, CAC, SWG, TAC, and community input.

**4.2** Present final plans at a public meeting before the NVTB Board for acceptance.

<b>Deliverable</b>	<b>Documentation</b>
Preparation of final plan(s) for public meeting	Copy of final plan(s) and meeting presentation materials

## **SECTION II PREPARATION OF PROJECT INITIATION DOCUMENT FOR STATE ROUTE 29 THROUGH THE CITY OF AMERICAN CANYON**

### **TASK 1 Project Initiation Document (PID)**

**1.1** Based upon the final plans of the SR 29 Comprehensive Multimodal Corridor Plan (Plan), the Consultant will prepare a Project Initiation Document (PID) in accordance with Caltrans' latest Project

Development Procedures Manual (PDPM) outlining the scope, cost and schedule for segment of the project from Napa Junction Road to American Canyon Road. The PID will:

- 1) Document the project's purpose and need;
- 2) Present existing information, initial assumptions, identified risks, and constraints;
- 3) Include up to three alternatives and a no build condition that will be taken to meet or reduce transportation deficiencies and address the purpose and need; and
- 4) Narrow the number of project alternatives to be studied, to facilitate cost efficiencies during the PA&ED phase.

**1.2** Produce final PID to be executed by NVTa and Caltrans.

### **SECTION III EVALUATION CRITERIA**

Proposal submitted will be evaluated in the following criteria –

<b>CRITERIA</b>	<b>MAX POINTS</b>
Project Understanding	25
Experience and Qualifications	25
Project Team Organization	20
Demonstrate Ability to Develop Innovative or Advanced Applications and/or Technology Solutions	20
Familiarity with State and Federal Procedures	10
<b>Total</b>	<b>100</b>