

## **II B.**

The Scope of Work shall include but is not limited to:

A. In accordance with the CTC's ATP guidelines, the Fresno COG Regional ATPlan must include the following items for the 12 Fresno County agencies who do not have an existing ATPlan, or who may not have all of the components addressed within an existing Plan and/or who have a recently updated draft or adopted ATPlan:

1. The estimated number of existing bicycle trips and pedestrian trips in the plan area, both in absolute numbers and as a percentage of all trips, and the estimated increase in the number of bicycle trips and pedestrian trips resulting from implementation of the plan.
2. The number and location of collisions, serious injuries, and fatalities suffered by bicyclists and pedestrians in the plan area, both in absolute numbers and as a percentage of all collisions and injuries, and a goal for collision, serious injury, and fatality reduction after implementation of the plan.
3. A map and description of existing and proposed land use and settlement patterns which must include, but not be limited to, locations of residential neighborhoods, schools, shopping centers, public buildings, major employment centers, and other destinations.
4. A map and description of existing and proposed bicycle transportation facilities.
5. A map and description of existing and proposed end-of-trip bicycle parking facilities.
6. A description of existing and proposed policies related to bicycle parking in public locations, private parking garages and parking lots and in new commercial and residential developments.
7. A map and description of existing and proposed bicycle transport and parking facilities for connections with and use of other transportation modes. These must include, but not be limited to, parking facilities at transit stops, rail and transit terminals, ferry docks and landings, park and ride lots, and provisions for transporting bicyclists and bicycles on transit or rail vehicles or ferry vessels.
8. A map and description of existing and proposed pedestrian facilities at major transit hubs. These must include, but are not limited to, rail and transit terminals, and ferry docks and landings.

9. A description of proposed signage providing wayfinding along bicycle and pedestrian networks to designated destinations.

10. A description of the policies and procedures for maintaining existing and proposed bicycle and pedestrian facilities, including, but not limited to, the maintenance of smooth pavement, freedom from encroaching vegetation, maintenance of traffic control devices including striping and other pavement markings, and lighting.

11. A description of bicycle and pedestrian safety, education, and encouragement programs conducted in the area included within the plan, efforts by the law enforcement agency having primary traffic law enforcement responsibility in the area to enforce provisions of the law impacting bicycle and pedestrian safety, and the resulting effect on accidents involving bicyclists and pedestrians.

12. A description of the extent of community involvement in development of the plan, including disadvantaged and underserved communities.

13. A description of how the active transportation plan has been coordinated with neighboring jurisdictions, including school districts within the plan area, and is consistent with other local or regional transportation, air quality, or energy conservation plans, including, but not limited to, general plans and a Sustainable Community Strategy in a Regional Transportation Plan.

14. A description of the projects and programs proposed in the plan and a listing of their priorities for implementation, including the methodology for project prioritization and a proposed timeline for implementation.

15. A description of past expenditures for bicycle and pedestrian facilities and programs, and future financial needs for projects and programs that improve safety and convenience for bicyclists and pedestrians in the plan area. Include anticipated revenue sources and potential grant funding for bicycle and pedestrian uses.

16. A description of steps necessary to implement the plan and the reporting process that will be used to keep the adopting agency and community informed of the progress being made in implementing the plan.

B. The public outreach process will be led by each local agency with guidance and presentation materials provided by the Consultant. Presentation materials shall be prepared in both English and Spanish as requested by local agencies.

C. Consultant shall develop a webpage dedicated to the project with an instant “crowdsourcing” link to make it easy to gather public comments.

D. Meetings led by the Consultant must include a minimum of:

1. A kick-off meeting with project partners (local agencies, Caltrans, Stakeholder Advisory Committee, Fresno COG) to discuss the scope of the project and plan of action for the Regional ATPlan.

2. Bi-weekly project coordination meetings will be held between the project manager and the consultant by teleconference as arranged by the consultant.

3. A meeting about half-way through the timeline to present the draft Regional ATPlan to the project partners for discussion and consideration.

4. A presentation of the Final Regional ATPlan to the Fresno Council of Governments Transportation Technical Committee, Policy Advisory Committee and Policy Board at the conclusion of this study.