

SCOPE OF WORK

Introduction

The August Sustainable Community Plan (Plan) will create a community vision for multi-modal connectivity improvements within the community of August. The Plan will focus on sustainable transportation improvements by centering on existing and future community assets and needs related to accessible health, nutrition, education, human services, housing assistance, and employment opportunities of this Disadvantaged Community. The Plan focuses on facilitating the movement of people and goods between job centers and the community through alternative modes of transportation. The Plan includes extensive outreach, implementation of complete street designs, circulation recommendations, and investment strategies for future project construction.

A critical element of the Plan will include extensive community engagement through a variety of public outreach methods including pop-up events, public workshops, and surveys. The primary goal of public outreach is to foster community consensus-building for a unified vision of the Plan. Stakeholders will include August Elementary, Elmwood Elementary, Franklin High, and other community-based organizations within the Plan's study area.

This Plan will be consistent with the goals of the San Joaquin Council of Governments 2022 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS)(Envision 2050), Smart Mobility Framework, California Transportation Plan 2040, California Bike/Pedestrian Plan, San Joaquin County Bicycle Master Plan Update (2020), and the Climate Action Plan for Transportation Infrastructure (CAPTI).

Planning area and Demographics

According to SB535 (via CalEnviroScreen 4.0), the Plan study area is located within Census Tracts 6077001500, 6077001600, 6077001700, 6077001800, a low-income area. The per capita income within the Plan's study area is \$15,000, which ranks within the 6.6 percentile. According to the California Department of Education, Free or Reduced Priced Meals Data (FRMP for 2022-23), 89.9% of students at Fillmore Elementary, 76.7% of students at Harrison Elementary, 90.5% of students at August Elementary (which the Plan area serves) are eligible to receive free or reduced meals under the National School Lunch Program. With more than 75% of the students eligible at two schools within the Plan's study area, this area is considered a disadvantaged community. According to the California Healthy Places Index (HPI), Census Tracts 6077001500, 6077001600, 6077001700, 6077001800 scored an overall HPI of 5.34. As this number falls well below 25, August qualifies as a disadvantaged community.

Within substantially disadvantaged communities such as August, lack of transportation alternatives is an obstacle that prevents families and individuals from achieving better physical health, experiencing a livable neighborhood, and accessing educational and professional opportunities. The Plan proposes to expand and connect the existing pedestrian/bicyclist infrastructure currently present within the community.

San Joaquin County Department of Public Works (SJCDPW) is the lead applicant for this Plan and will be responsible for the administration of the grant. SJCDPW will select a consultant team (Consultant) to perform most of the tasks and prepare the final Plan resulting from the analysis and outreach. The project manager from SJCDPW will be responsible for executing the grant.

Overall Project Objectives

Summary of Project Tasks

Task 1 will take a look at the existing conditions already present within the Plan's study area, as any relevant information pertaining to the area.

- **Existing Conditions Analysis:** This task involves understanding the existing conditions and identifying any major known constraints such as land-use restrictions, known sensitive environmental and cultural resources, and major utilities. A site visit will be conducted, data will be collected, and stakeholders such as Caltrans, the PDT, stakeholder groups, and other local agencies, will be consulted. Data to be analyzed includes planning documents (such as general plans, other project studies/reports, Regional Bicycle, Pedestrian, and Safe Routes to School Master Plan, Regional Transportation Plan & Sustainable Communities Strategy information, Regional Transit's Short-Range Transit Plan, and congestion management program); base mapping; readily available geotechnical and utility easement data; traffic volume and existing travel demand model data; public transit ridership, details on newly constructed

transportation improvements; data on proposed development and transportation projects; existing surveys and right-of-way (ROW) maps; and traffic collision data within the community.

Task Deliverables
<ul style="list-style-type: none"> Existing conditions memo and exhibits

Task 2: Community and Stakeholder Outreach

SJCDPW is committed to successful outreach implementation. Outreach methods will be tailored outreach methods that allow the most under-served members of this community to participate, and implemented with the residents' preference in mind. By doing so, the County can ensure that the Plan reflects the residents vision and addresses their concerns. Once the Plan is finalized, stakeholders will be notified. The final Plan will include an action plan for implementation. Grant opportunities will be pursued as they become available.

Engaging the community, understanding the community's views about existing transportation issues, and building consensus are essential to the future implementation of the Plan. A focus of the outreach efforts will be to engage all segments of the community, including socio-economically disadvantaged, minority, and non-English speaking populations. Public participation specialists with experience and proven techniques for involving diverse community groups will be involved as part of the Consultant team.

- Project Development Team:** A Project Development Team (PDT) will be created that will include the partner agencies of Caltrans, SJCDPW, and the City of Stockton. The PDT will guide the development of the Plan, and the PDT will be maintained throughout the life of the Plan. Specific PDT activities are as follows:
 - Conduct a kickoff meeting with the PDT to discuss the project scope, vision, goals, and create a project timeline. The kickoff meeting will include a tour of the Plan area.
 - Attend quarterly PDT meetings to refine the Plan's scope, approach, and strategy, as needed, up to a minimum of three (3) and up to five (5) meetings.

Video recordings of each PDT meeting will be accessible to the public online. A web-based interactive map reporting/form will be available for community members to report specific roadway and sidewalk issues, including pedestrian crossing difficulties which may have gone unreported.

- Stakeholder Groups:** The Stakeholder Advisory Committee (SAC), will function as the key project advisors, helping form the project goals, public outreach strategies, and serving as early reviewers of plan content prior to community workshops. SAC members will consist of representatives of community-based organizations, public transit providers, and business and property owners within the August area, public health representatives, advocates, and any other interested stakeholders. The SAC will meet **quarterly** throughout the project to provide input on direction and vet recommendations for improvements, **for a minimum of three (3) meetings**.
- Public Workshops:** Besides informal outreach to the stakeholders, at least three (3) formal public workshops will be conducted to inform, update, and engage stakeholders

and the community-at-large regarding project development. The primary intent of these public workshops is to create an environment where the public is most comfortable providing input, share information about the project and collect input from members of the public, such that they have an investment in the Plan's vision.

Activities associated with this task will include, but are not limited to, the following:

- Plan, organize, facilitate, and conduct a minimum of three project workshops
- Prepare advertisements
- Prepare and distribute email and direct mail to the community and key stakeholders
- Provide information for web posting and notifications utilizing the County's social media websites
- Prepare Video recordings of Public Workshops for residents' to view at a later time if unable to attend meetings
- Prepare a project website with Plan information and a web-based interactive map reporting/form which allows community members to report specific roadway and sidewalk issues, including pedestrian crossing difficulties which may have gone unreported
- Have a public stenographer available for dictated comments
- Obtain language translators, as necessary
- Develop and finalize comment cards, informational handouts, and presentation materials for each workshop
- Design and print meeting materials and maps
- Prepare workshop summaries that include a detailed overview of how the workshop was noticed, organized, facilitated, and conducted; documentation of issues and comments from participants and a list of any action items/next steps

In-person informational booths may also be implemented (during select days/times) to distribute advertising material and answer any questions on the spot. These booths will be located at grocery stores, outdoor markets, or strip malls. All workshop materials will be provided in multiple languages as necessary, and applicable.

- **Database Development and Comment Tracking:** A database will be created of property owners, businesses, and other stakeholders within the Plan area, as well as those who provide comments or ask questions. A protocol will be developed and implemented for tracking comments. The database will be updated with names from the public workshop sign-ins, information from the PDT meetings, ongoing research, and stakeholder contact. Among the groups on the stakeholder list will be the following:
 - PDT meeting participants
 - Residents, businesses, and property owners near the existing and proposed conceptual improvements
 - Elected officials and representatives in the Plan area, as well as other pertinent governmental and quasi-governmental entities in the area
 - Staff members from Caltrans and other pertinent state agencies
 - Staff members from pertinent federal agencies
 - Civic and community groups
 - Emergency responders
 - Utilities
 - Entities that may be affected by disruptions in travel patterns
 - Affected agencies

- Others
- **Summary of Public Engagement:** A detailed report of all public and stakeholder activities conducted throughout the development of the Plan will be prepared.

Task Deliverables
<ul style="list-style-type: none"> ● Site tour of the planning area ● Draft public outreach Plan ● Draft public outreach schedule ● PDT meeting agendas and minutes ● Contact list coded for interest and activity ● Stakeholder Group meeting materials and agendas ● Notification materials (workshop announcements, display ads, news releases, letters to elected officials, email and direct mail to stakeholders/property owners/general public, website announcements) ● Meeting agendas, presentation materials, informational project materials, exhibit boards, fact sheets, and workshop and comment card summaries ● Outline of stakeholder database information ● Database (w/contact information, issues/comments) ● Comment tracking reports ● Public engagement report

Task 3: Draft and Final Plan

This task will involve all activities required to develop the draft Plan text and exhibits, as well as the effort required to circulate, review, and update the draft Plan. Based on input received from the public, decision-makers, PDT, and Stakeholder Groups, a Draft Complete Streets Plan will be prepared with the components described below.

- **Conceptual Circulation Recommendations:** The Plan will identify preliminary concepts for improvements required to enhance multimodal connectivity and mobility, including recommendations for future access and efficient and safe movement of vehicles, bicycles, and pedestrians. Circulation recommendations will be consistent with the Smart Mobility Framework.
- **Conceptual Design Recommendations:** The Plan will provide conceptual recommendations and design elements for developing the neighborhood network based on principles outlined in the Complete Streets Implementation Action Plan. Conceptual design elements, where appropriate, will include the street cross-section, lighting, curbs, drainage and low impact development considerations, pedestrian, bicycle and public transit facilities, landscaping and hardscape features, street lighting and furniture. Shade structures and tree covers will also be examined for the August community to address near-term shifts in the seasonal heat index; this will be critical to walkability and is a central facet of complete streets programming. I Streetscape designs provided as part of the Plan will be conceptual but will provide enough detail to guide future improvements to Unincorporated San Joaquin County near August.
- **Priority Investments, Funding Strategy and Next Steps:** It is understood that the Plan will be implemented over a number of years, and involve a variety of funding strategies.

The Plan will identify the next steps and develop an action plan to implement the improvements recommended in the Plan. Priorities for public investment and generalized cost estimates will be developed. Funding strategies and specific financing options will also be identified.

- **Draft Complete Streets Plan:** The Draft Plan will be developed by compiling the memos from the above tasks into a complete and refined draft Plan that will include an introduction and accompanying exhibits and graphics. **Final Plan will be ADA accessible.**

Task Deliverables
<ul style="list-style-type: none"> • Preliminary concepts for improvements • Conceptual Complete Streets designs exhibits • Identification of priority investments, funding strategy, and next steps • Draft Complete Streets Plan • Final Complete Streets Plan

Task 4: Board Review/Approval

Once the Draft Plan has been revised and updated based on comments received from the public workshop(s), PDT, and the general public, the Final Plan will be taken to the Board of Supervisors for approval.

Task Deliverables
<ul style="list-style-type: none"> • Board Agenda Package • Board Order with Approval Date/Signature