



DATE: July 14, 2010

TO: Honorable Mayor and City Councilmembers

FROM: Development Services Department

SUBJECT: **PROFESSIONAL SERVICES AGREEMENT WITH IBI GROUP FOR AN ALTERNATIVE PUBLIC ACCESS ROADWAY FEASIBILITY STUDY IN THE JEFFRIES RANCH NEIGHBORHOOD AREA**

SYNOPSIS

Staff recommends that the City Council approve a professional services agreement with the IBI Group of San Diego, in the amount of \$64,928 to study the feasibility of establishing an alternative public access road in the Jeffries Ranch Neighborhood area, and authorize the City Manager to execute the agreement.

BACKGROUND

The Caltrans SR-76 Environmental Impact Report (EIR) began with initiated coordination between appropriate agencies and the general public as early as September 2001. Several community meetings were subsequently hosted by Caltrans with the Jeffries Ranch Neighborhood Association in June 2002, June 2003, March 2004, and at the Oceanside Transportation Commission in April 2004.

According to Caltrans staff, between 2007 and 2009, disclosure and discussion of closing Jeffries Ranch Road at SR-76 took place on numerous occasions. Initial discussion took place at a Caltrans public meeting in 2007, when the Draft EIR was presented. Caltrans also discussed Jeffries Ranch Road closure at a public meeting in 2008, when the Final EIR was released. During this same timeframe, Caltrans provided project updates to the City Council and the City's Transportation Commission, and discussions with concerned Oceanside residents also took place. Each meeting was publicly noticed, and approximately 19,000 residents along the corridor were individually noticed for the meetings in 2007 and 2008.

In November 2008, Caltrans certified its Environmental Impact Report (EIR) for the widening of SR-76 from its current two-lane roadway configuration to a four-lane expressway between Melrose Drive and Mission Road. In March of this year, the residents of Jeffries Ranch were officially notified by Caltrans that Jeffries Ranch Road at SR-76 would be permanently closed as part of the widening.

On March 25, 2010, City staff and representatives of Caltrans met with the Jeffries Ranch community to discuss the closure of Jeffries Ranch Road. At the meeting's conclusion, it was decided the City would work with the residents to identify opportunities to establish a new public access road out of the neighborhood. A feasibility study is recommended by staff that would identify a new alternative public access street to replace the access lost due to the closure of Jeffries Ranch Road at SR-76.

On May 19, 2010, staff sent a Request for Proposals (RFP) to six engineering and environmental consultants. Proposals were received from five consultant teams. Staff reviewed and evaluated the proposals. IBI Group was selected by staff as the best consultant team to conduct the preliminary environmental and engineering services for the project, based upon their previous work in this area, overall related experience and their reasonable cost proposal (IBI Group Scope of Work, Exhibit 1). On June 2, 2010, the City Council approved the allocation of \$75,000 to be added to the Capital Improvement Programs (CIP) for future street improvements.

ANALYSIS

The study will include preliminary environmental review and conceptual design of two potential alternatives that will be determined through neighborhood consensus. The first of a series of community meetings is tentatively scheduled to occur in early August. In addition, a traffic study will be completed to identify the shift in traffic patterns associated with the alternatives.

Preliminary environmental review will identify the context in which possible roadway alternatives could be constructed given specific environmental constraints and associated mitigation measures. Several community meetings will be held with the hope to establish a consensus on two design alternatives, during which the environmental conditions will be communicated to the community.

Then, conceptual engineering drawings will be completed to identify design requirements, construction costs and potential environmental impacts. A neighborhood traffic study will also be completed to identify:

- Existing Conditions (with and without Jeffries Ranch Road connected to SR-76);
- Existing Conditions for Alternatives A & B; and
- Buildout conditions (2030) for Alternatives A & B.

FISCAL IMPACT

The appropriation in the FY 2009-2010 Capital Improvement Program budget for the project was \$75,000. The funds were carried over into FY 2010-2011 from (902116200212). The total cost for the preparation of the project is anticipated to be \$64,928; therefore, there are sufficient funds available for this agreement.

INSURANCE REQUIREMENTS

The City's standard insurance requirements will be met.

COMMISSION OR COMMITTEE REPORT

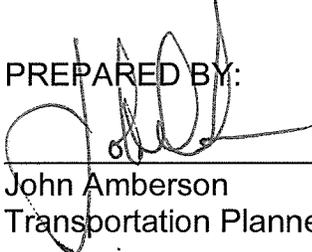
Does not apply.

CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff recommends that the City Council approve a professional services agreement with the IBI Group of San Diego, in the amount of \$64,928 to study the feasibility of establishing an alternative public access road in the Jeffries Ranch Neighborhood area, and authorize the City Manager to execute the agreement.

PREPARED BY:


John Amberson
Transportation Planner

SUBMITTED BY:


Peter A. Weiss
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager

George Buell, Development Services Director

Scott O. Smith, City Engineer

Teri Ferro, Financial Services Director









Attachment:
Professional Services Agreement

CITY OF OCEANSIDE

PROFESSIONAL SERVICES AGREEMENT

PROJECT: (Jeffries Ranch Neighborhood Alternative Public Access Roadway Feasibility Study: 212.3100.0001)

THIS AGREEMENT, dated June 23rd, 2010 for identification purposes, is made and entered into by and between the CITY OF OCEANSIDE, a municipal corporation, hereinafter designated as "CITY", and The IBI Group, hereinafter designated as "CONSULTANT."

NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **SCOPE OF WORK.** The project is more particularly described as follows: The consultant shall conduct preliminary engineering and environmental assessment of establishing an alternative secondary public access road within the Jeffries Ranch neighborhood area (Scope of Work and Fee Schedule attached as Exhibit 1).

2. **INDEPENDENT CONTRACTOR.** CONSULTANT'S relationship to the CITY shall be that of an independent contractor. CONSULTANT shall have no authority, express or implied, to act on behalf of the CITY as an agent, or to bind the CITY to any obligation whatsoever, unless specifically authorized in writing by the City Engineer. The CONSULTANT shall not be authorized to communicate directly with, nor in any way direct the actions of, any bidder or the construction contractor for this project without the prior written authorization by the City Engineer. CONSULTANT shall be solely responsible for the performance of any of its employees, agents, or subcontractors under this Agreement. CONSULTANT shall report to the CITY any and all employees, agents, and consultants performing work in connection with this project, and all shall be subject to the approval of the CITY.

3. **WORKERS' COMPENSATION.** Pursuant to Labor Code section 1861, the CONSULTANT hereby certifies that the CONSULTANT is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and the CONSULTANT will comply with such provisions, and provide certification of such compliance as a part of this Agreement.

4. **LIABILITY INSURANCE.**

**[Jeffries Ranch Neighborhood Alternative Public Access Roadway Feasibility Study
212.3100.0001]**

4.1. CONSULTANT shall, throughout the duration of this Agreement maintain comprehensive general liability and property damage insurance, or commercial general liability insurance, covering all operations of CONSULTANT, its agents and employees, performed in connection with this Agreement including but not limited to premises and automobile.

4.2 CONSULTANT shall maintain liability insurance in the following minimum limits:

Comprehensive General Liability Insurance
(bodily injury and property damage)

Combined Single Limit Per Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000*

Commercial General Liability Insurance
(bodily injury and property damage)

General limit per occurrence	\$ 1,000,000
General limit project specific aggregate	\$ 2,000,000

<u>Automobile Liability Insurance</u>	\$ 1,000,000
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*General aggregate per year, or part thereof, with respect to losses or other acts or omissions of CONSULTANT under this Agreement.

4.3 If coverage is provided through a Commercial General Liability Insurance policy, a minimum of 50% of each of the aggregate limits shall remain available at all times. If over 50% of any aggregate limit has been paid or reserved, the CITY may require additional coverage to be purchased by the CONSULTANT to restore the required limits. The CONSULTANT shall also notify the CITY'S Project Manager promptly of all losses or claims over \$25,000 resulting from work performed under this contract, or any loss or claim against the CONSULTANT resulting from any of the CONSULTANT'S work.

4.4 All insurance companies affording coverage to the CONSULTANT for the purposes of this Section shall add the City of Oceanside as "additional insured" under the designated insurance policy for all work performed under this agreement. Insurance coverage provided to the City as additional insured shall be primary insurance and other insurance maintained by the City of Oceanside, its officers, agents, and employees shall be excess only and not contributing with insurance provided pursuant to this Section.

**[Jeffries Ranch Neighborhood Alternative Public Access Roadway Feasibility Study
212.3100.0001]**

- 4.5 All insurance companies affording coverage to the CONSULTANT pursuant to this agreement shall be insurance organizations admitted by the Insurance Commissioner of the State of California to transact business of insurance in the state or be rated as A-X or higher by A.M. Best.
- 4.6 All insurance companies affording coverage shall provide thirty (30) days written notice to the CITY should the policy be cancelled before the expiration date. For the purposes of this notice requirement, any material change in the policy prior to the expiration shall be considered a cancellation.
- 4.7 CONSULTANT shall provide evidence of compliance with the insurance requirements listed above by providing a Certificate of Insurance and applicable endorsements, in a form satisfactory to the City Attorney, concurrently with the submittal of this Agreement.
- 4.8 CONSULTANT shall provide a substitute Certificate of Insurance no later than thirty (30) days prior to the policy expiration date. Failure by the CONSULTANT to provide such a substitution and extend the policy expiration date shall be considered a default by CONSULTANT and may subject the CONSULTANT to a suspension or termination of work under the Agreement.
- 4.9 Maintenance of insurance by the CONSULTANT as specified in this Agreement shall in no way be interpreted as relieving the CONSULTANT of any responsibility whatsoever and the CONSULTANT may carry, at its own expense, such additional insurance as it deems necessary.
5. **PROFESSIONAL ERRORS AND OMISSIONS INSURANCE.** Throughout the duration of this Agreement and four (4) years thereafter, the CONSULTANT shall maintain professional errors and omissions insurance for work performed in connection with this Agreement in the minimum amount of One Million Dollars (\$1,000,000.00).

CONSULTANT shall provide evidence of compliance with these insurance requirements by providing a Certificate of Insurance.

6. **CONSULTANT'S INDEMNIFICATION OF CITY.** CONSULTANT shall indemnify and hold harmless the CITY and its officers, agents and employees against all claims for damages to persons or property arising out of CONSULTANT'S work, including the negligent acts, errors or omissions or wrongful acts or conduct of the CONSULTANT, or its employees, agents, subcontractors, or others in connection

**[Jeffries Ranch Neighborhood Alternative Public Access Roadway Feasibility Study
212.3100.0001]**

with the execution of the work covered by this Agreement, except for those claims arising from the willful misconduct, sole negligence or active negligence of the CITY, its officers, agents, or employees. CONSULTANT'S indemnification shall include any and all costs, expenses, attorneys' fees, expert fees and liability assessed against or incurred by the CITY, its officers, agents, or employees in defending against such claims or lawsuits, whether the same proceed to judgment or not. Further, CONSULTANT at its own expense shall, upon written request by the CITY, defend any such suit or action brought against the CITY, its officers, agents, or employees founded upon, resulting or arising from the conduct, tortious acts or omissions of the CONSULTANT.

CONSULTANT'S indemnification of CITY shall not be limited by any prior or subsequent declaration by the CONSULTANT.

7. **OWNERSHIP OF DOCUMENTS.** All plans and specifications, including details, computations and other documents, prepared or provided by the CONSULTANT under this Agreement shall be the property of the CITY. The CITY agrees to hold the CONSULTANT free and harmless from any claim arising from any use, other than the purpose intended, of the plans and specifications and all preliminary sketches, schematics, preliminary plans, architectural perspective renderings, working drawings, including details, computation and other documents, prepared or provided by the CONSULTANT. CONSULTANT may retain a copy of all material produced under this Agreement for the purpose of documenting their participation in this project.

8. **COMPENSATION.** CONSULTANT'S compensation for all work performed in accordance with this Agreement, shall not exceed the total contract price of \$ 64,928.

No work shall be performed by CONSULTANT in excess of the total contract price without prior written approval of the City Engineer. CONSULTANT shall obtain approval by the City Engineer prior to performing any work, which results in incidental expenses to CITY.

9. **TIMING REQUIREMENTS.** Time is of the essence in the performance of work under this Agreement and the timing requirements shall be strictly adhered to unless otherwise modified in writing. All work shall be completed in every detail to the satisfaction of the Engineer within 72 working days or by September 30th 2010.

10. **ENTIRE AGREEMENT.** This Agreement comprises the entire integrated understanding between CITY and CONSULTANT concerning the work to be performed for this project and supersedes all prior negotiations, representations, or agreements.

**[Jeffries Ranch Neighborhood Alternative Public Access Roadway Feasibility Study
212.3100.0001]**

11. **INTERPRETATION OF THE AGREEMENT.** The interpretation, validity and enforcement of the Agreement shall be governed by and construed under the laws of the State of California. The Agreement does not limit any other rights or remedies available to CITY.

The CONSULTANT shall be responsible for complying with all local, state, and federal laws whether or not said laws are expressly stated or referred to herein.

Should any provision herein be found or deemed to be invalid, the Agreement shall be construed as not containing such provision, and all other provisions, which are otherwise lawful, shall remain in full force and effect, and to this end the provisions of this Agreement are severable.

12. **AGREEMENT MODIFICATION.** This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by the parties hereto.

13. **SIGNATURES.** The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the CONSULTANT and the CITY.

IN WITNESS WHEREOF, the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Professional Services Agreement to be executed by setting hereunto their signatures on the dates set forth below.

The IBI Group
By: 
David Thom/Managing Director

Date: JUNE 2, 2010

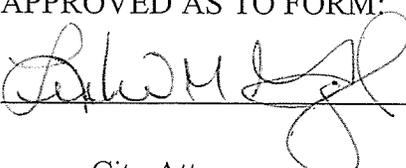
By: 
David Chow/Regional Director

Date: JUNE 2, 2010

95-324 8721
Employer ID No.

CITY OF OCEANSIDE
By: _____
City Manager

Date: _____

APPROVED AS TO FORM:

City Attorney

**[Jeffries Ranch Neighborhood Alternative Public Access Roadway Feasibility Study
212.3100.0001]**

NOTARY ACKNOWLEDGMENTS OF CONSULTANT MUST BE ATTACHED.

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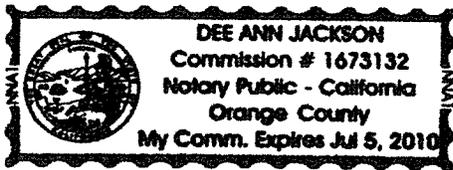
CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

State of California

County of Orange }

On 6-2-10 before me, Dee Ann Jackson, Notary
Date Here Insert Name and Title of the Officer

personally appeared David Chow
Name(s) of Signer(s)



who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Dee Ann Jackson
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

Description of Attached Document

Title or Type of Document: Jeffries Ranch Neighborhood City of Oceanside Professional Services Agreement

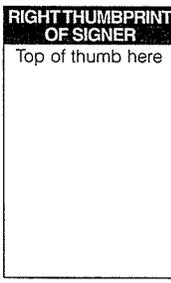
Document Date: June 2, 2010 Number of Pages: 6

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: David Chow

- Individual
- Corporate Officer — Title(s): _____
- Partner — Limited General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: _____



Signer Is Representing: IBI Group

Signer's Name: _____

- Individual
- Corporate Officer — Title(s): _____
- Partner — Limited General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: _____



Signer Is Representing: _____

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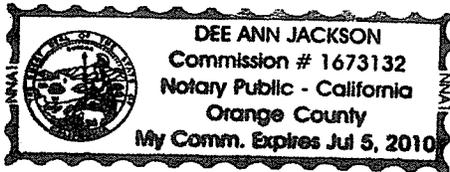
personally appeared David Thom
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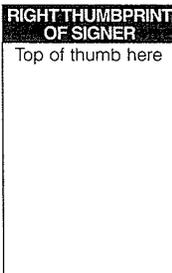
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Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: David Thom

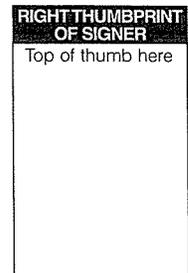
- Individual
- Corporate Officer — Title(s): _____
- Partner — Limited General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: _____



Signer Is Representing: IBI Group

Signer's Name: _____

- Individual
- Corporate Officer — Title(s): _____
- Partner — Limited General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: _____



Signer Is Representing: _____

EXHIBIT 1

Project Work Plan

The IBI Team has developed a scope of work that consists of our general project management, preliminary environmental review process, conceptual engineering design, traffic analyses, and public and other stakeholder meetings to exceed the requests of the City's Jeffries Ranch Alternative Access Feasibility Study RFP. The following tasks outline the work to be completed for the project.

TASK 1: PROJECT COORDINATION AND MANAGEMENT

IBI Group will provide overall project management, coordination, and supervision of project staff to facilitate the performance of the work in accordance with the scope and requirements of the City of Oceanside.

Our attitude toward project management is to incorporate the goals and perspective of our clients into our perception of the project and act on their behalf to attain their goals. In meetings with stakeholders and other involved agencies, we would act as agents of the City communicating the needs and intentions of the City to the other parties involved. This strategy of project management depends on clear and frequent communication between the City and IBI Group which we accomplish through face-to-face meetings, telephone consultations, e-mail and written progress reports.

Immediately after receiving the Notice to Proceed, and with concurrence from the City, we will schedule a Project Kick-Off Meeting. This meeting will provide a forum for introducing the entire project team and agency contacts, reviewing project assignments, establishing lines of communication and procedures/protocol, reviewing project scope and approach, presenting and discussing project issues, reviewing the schedule and discussing critical path items. The intent is to establish a foundation of knowledge regarding the project with the people that will be closely involved in the project.

We also believe in proactive management of project issues and project resources. Project resources will be managed via a bi-weekly review of project progress and project expenditures. The project schedule will be updated monthly based on actual progress and compared to the budget. Should any changes be necessary, corrective actions will be taken immediately. Invoices and progress reports will be submitted to the City on a monthly basis unless otherwise directed by the City.

DELIVERABLES

- Project Contact List; Kick-off Meeting Notification, Agenda & Meeting Minutes
- Monthly Project Invoices including Progress Reports
- Monthly Update on the Project Schedule
- Biweekly Contact with the City, at minimum

TASK 2: COLLECT AND ASSEMBLE EXISTING ENVIRONMENTAL DATA

The Preliminary Environmental Review section will analyze access options for Jeffries Ranch residents. The analysis will evaluate two alternatives at an equal level of detail, and will summarize existing and developed environmental data for the key topics of land use, biological resources (including wetlands and sensitive species/habitats), cultural resources, noise, hazardous materials, floodplains, and agricultural resources. The information provided

in the Preliminary Environmental Review section will help the City make an informed decision regarding the best alternative to consider for the next stage of the project.

Subtask 2.1: Review Existing Environmental Data

Dudek will summarize the detailed environmental data currently found within several applicable documents, some of which Dudek already has available in-house. The documents and GIS data sources include:

- 2008 Caltrans SR 76 Corridor Final EIS/R
- City’s Draft MSCP Subarea Plan (with the 2009 data updates)
- Annual Census Surveys for the least Bell’s Vireo and Southwestern Willow Flycatcher along the San Luis Rey River (conducted by Barbara Kus, USGS)
- General Plans for the Cities of Oceanside and Vista, and County of San Diego
- Melrose Drive Environmental Impact Report
- Environmental Documents related to the Jeffries Ranch Residential Development/GPA.

Dudek will coordinate with the City of Oceanside, City of Vista, County of San Diego, and Caltrans to determine if other applicable sources of information are available.

Dudek will prepare a written summary of the existing resources in and adjacent to the study area based on the review of existing information and data. Dudek GIS staff will prepare maps of the existing resources in and adjacent to the study area.

Regarding biological resources, based on our knowledge of the existing information and data available for the study area, the existing biological data is considered sufficient to conduct the Preliminary Environmental Review. The summary and mapping will be based on existing information and no site-specific surveys are assumed to be necessary.

Subtask 2.2: Gather Additional Environmental Data for the Study Area

After review of existing data, Dudek will identify data gaps for the northern and eastern portions of the study area. Then, in coordination with the City, we will discuss alternatives for obtaining necessary data. It is not anticipated that additional biological or cultural information will need to be gathered.

For other key topics including noise, hazardous materials, floodplains, and agricultural resources, qualitative data and GIS mapping will be gathered, as necessary. A general site visit will be conducted.

For hazardous materials, it is assumed that record searches prepared as part of previous documentation will be sufficient for purposes of the Preliminary Environmental Review.

TASK 3: IDENTIFY EXISTING ENVIRONMENTAL CONSTRAINTS AND MITIGATION REQUIREMENTS FOR EACH ALTERNATIVE / REPORT PREPARATION

Based on all collected data, Dudek will identify existing environmental constraints and mitigation requirements for both alternatives. A matrix will be used to summarize the data, accompanied by maps. Based on the complete library of gathered data, constraints matrix, and maps, we will prepare the Preliminary Environmental Review section of the Project Feasibility Study.

DELIVERABLES

The Preliminary Environmental Review section will be delivered as a chapter/section of the Feasibility Study. It is not intended the section be a stand-alone document, but will be folded into the overall Feasibility Study. A screencheck submittal, followed by a final version (incorporating City comments) will be submitted.

- Draft Preliminary Environmental Review Section
- Screencheck Submittal
- Final Preliminary Environmental Review Section

TASK 5: IDENTIFY POTENTIAL ACCESS ALTERNATIVES

Based on the screening process conducted with City staff and other stakeholders in the development of potential alternatives to be considered within the project limits; this process will involve the conceptual development and evaluation of two alternatives for improvements within the defined project limits. Other design controls and considerations regarding the proposed improvements will be discussed and documented. Based upon the outcome of the initial scoping meeting, the following engineering exhibits will be subsequently developed for the two preferred alternatives identified.

While no detailed site review has been conducted by IBI Group at this point, a general review of the project site has been assessed to determine potential access points for Jeffries Ranch neighborhood. In our general review, we identified the following potential access points:

- Provide an access road to the Jeffries Ranch neighborhood that runs parallel on the southern side of SR76 to connect with the proposal new signal on SR76 east of Melrose Drive.
- Work with the City to open discussions with Caltrans concerning keeping the Jeffries Ranch Road access open but restricting movements to right-in, right-out only.
- Creating a new access road that extends Jeffries Ranch Road east into the undeveloped land. However, our team is aware of the sensitive environmental and grading issues with the area and further review of the environmental impacts would be necessary.
- Potentially connect an existing neighborhood street such as Wagon Wheel Drive to the proposed new signal on SR76. However, this option would create a lot of controversy. In our general review of the area, connecting a street such as Wagon Wheel Drive would require a taking of existing residences and there are significant grading issues to access SR76 from Jeffries Ranch Road. Further review of the environmental, grading, and community impacts would need to be assessed.

IDENTIFY TWO FEASIBLE ACCESS ALTERNATIVES

IBI Group will work with the City of Oceanside to identify the various constraints within the project limits that will have an impact on the feasibility and desirability of various alternatives. These constraints will be researched to an appropriate level of detail to determine if they are a “fatal flaw” item or merely something to raise concern.

Constraints for the project could be related to the construction of the roadway due to grades, soil conditions, and environmental impacts or required utility relocations. Alternatives and physical widening constraints will be reviewed and analyzed for feasibility.

The initial engineering effort will focus on the development of roadway design alternatives that could be considered to connect the neighborhood to SR76. These alternatives will be developed only to the level of detail to allow the City to make a decision on which ones warrant further study. This level of completion includes the following:

- Development of base mapping to be used for conceptual design that can be supplemented or modified during later project phases as the design detail progresses. This mapping includes existing roadway center lines, existing right of way lines, and existing aerial imagery.
- Locating existing utilities through review of as-built plans and available mapping that accurately identifies the size, location, and owner of all subsurface and overhead utility and storm drain systems in the project area.
- Development of proposed roadway layouts and typical sections that clearly convey the extent of the proposed improvements including proposed horizontal and vertical roadway geometrics, and right of way limits. Approximate locations, lengths, and heights of any required retaining walls will also be identified.

The information identified above will be shown and included in 1"=100' scale sheets covering the project limits.

TASK 6: CONCEPTUAL DESIGN FOR TWO ACCESS ALTERNATIVES

Initial work to be completed in developing alternatives will be to determine the street classification for the proposed roadway in discussion with the City. This will set the standards for required design speeds, grades, roadway width, and sight distance. We will also identify the required traffic controls at the intersections and locate pedestrian and bicycle crossings. Conceptual plans will be prepared that convey the scope of both the roadway/civil for each alternative. A detailed description of the work to be completed as part of each discipline is provided below.

TOPOGRAPHIC INFORMATION

Topographic information will be obtained from available City information, USGS and GIS information as available in order to determine profiles for alternatives. If necessary, the need for additional survey information will be discussed with the City if greater detail is desired.

RIGHT OF WAY INFORMATION

IBI Group will research the City and county records for right-of-way information. We will prepare a base map showing the existing right of way and parcel lines. Ownership will be identified from these records where available.

GEOTECHNICAL INFORMATION

The available soils data for the area will be utilized to determine feasibility of roadways construction for proposed alignments. We will perform a preliminary geotechnical study as part of the Conceptual Engineering Report. This study will include the following tasks:

- Review pertinent available geologic reports and literature including topographic maps, geologic maps, and stereoscopic aerial photographs.
- Review available geotechnical reports for the project area at the City of Oceanside.
- Perform a geologic reconnaissance of the project study area.

UTILITY RELOCATION REQUIREMENTS

IBI Group will identify the existing utilities that are within the right-of-way of the potential alternatives. We will coordinate with the franchise utility companies for input regarding the feasibility of relocating any existing utility lines or boxes that conflict with the two alternative access options. IBI Group will prepare a letter report outlining the utility relocation options and summarize the input from the agencies owning each utility. The issues pertaining to prior rights will be deferred to the City for legal analysis. All utilities found will be shown on the civil plans.

ROADWAY/CIVIL

A draft set of conceptual street improvements plans for the two proposed access alternatives will be prepared consistent with a 20% level of design development. The plans will include the following:

- Existing and proposed (if applicable) street center lines
- Proposed curb lines, sidewalks, and parkway features
- Proposed driveway and curb return modifications
- Proposed lane geometrics
- Proposed traffic controls, and pedestrian and bicycle facilities
- Identification of impacted surface and subsurface utility and drainage features. Items requiring relocation will be identified (the proposed relocation will not be designed as part of this study)
- Existing and proposed R/W
- Plan border and title block
- North Arrow, scale
- Approximate locations, limits and heights of proposed retaining walls

All of the above information will be shown on a single set of layout and profile sheets. Sheets will be prepared at a scale of 1"=100' (11"x17"). Separate sheets will be prepared which include proposed typical street sections.

DELIVERABLES

- Conceptual Plans for Two Access Alternatives

TASK 7: PRELIMINARY COST ESTIMATES FOR TWO ACCESS ALTERNATIVES

Conceptual designs and cost estimates will be prepared for the two selected access alternatives and presented to City staff and the community. These alternatives will be compared and evaluated by staff and the community. Based on the City staff comments and community input, further refinements to the alternatives will be made. Once all final revisions are made, the final recommendation will be presented to the Jeffries Ranch Road community and brought before City Council for their approval.

IBI Group will utilize the engineering plans to prepare planning level estimates for construction costs for each of the access alternatives developed as part of the Conceptual Engineering Report. Quantities and costs will be organized by the following cost categories:

- Civil/Roadway
- Earthwork
- Traffic (signing, striping, traffic signals)

- Retaining Walls (if needed)
- Utility Relocations

Cost items under each of the sections identified above will include the unit cost, estimated quantity, and total cost. Lump sum costs for additional supplemental items such as temporary erosion control, mobilization, environmental permitting, and other items not currently quantifiable at this phase will be calculated as a percentage of the total calculated cost of the items listed above. An overall contingency will be applied to the total calculated cost to account for unknowns. Unit cost information will be obtained from available published sources (Current Caltrans Cost Data Book, BNi 2008 Costbook for Public Works, etc.) and from recent relevant projects.

RIGHT OF WAY COSTING

IBI Group will identify those properties which will require a full take or partial take acquisition based information provided by the City for the two roadway alternatives. The area of the parcels or partial parcels to be acquired will be determined. In consultation and information provided by the City, an estimated per acre value for the parcels will be established, and utilized to create a rough preliminary estimate of right-of-way costs for the alternatives.

This information will be summarized within the Preliminary Engineering Report with all backup information included in the report appendix.

DELIVERABLES

- Construction Cost Estimate Calculation Worksheets
- Right of Way Acquisition Data Sheets

TASK 8: CONCEPTUAL DESIGN TECHNICAL MEMORANDUM

All engineering and traffic analysis work completed as part of the project will be compiled and summarized in a Conceptual Engineering Technical Memorandum. IBI staff will work with City staff at the onset of the project to develop a recommended outline for the document and circulate it through the City for review and comment. The Conceptual Engineering Technical Memorandum would include the following, at a minimum:

- Need and Purpose
 - Existing Traffic Data
 - Future Baseline Traffic Data
- Discussion of Two Alternatives Considered
 - Design Alternatives
 - Partial Access Alternative (Right-in/out Only)
- Summary of Engineering Issues by Alternative
 - Roadway Design
 - Grades
 - Traffic Operations
 - Geotechnical Issues
 - Utility Impacts
 - Right-of-Way Impacts
- Project Costs
 - Construction Cost Estimates
 - Right-of-Way Data Sheets

- Appropriate Appendices
 - Conceptual Engineering Plans
 - Cost Estimate Worksheets
 - Right-of-Way Data Sheets

A draft memorandum will be prepared for City staff review. After receipt of City comments on the Draft report, the IBI Team will conduct a comment-review meeting with City staff to review comments and come to a consensus on the appropriate revisions required to address the City's concerns. The agreed upon revisions will be documented in a subsequent meeting summary and distributed to City staff and the consultant team. The Conceptual Engineering Technical Memorandum will be revised according to the meeting summary and resubmitted to City staff for final review and acceptance.

DELIVERABLES

- Draft Conceptual Design Alternatives and Engineering Technical Memorandum
- Revised Two Conceptual Design Alternatives
- Conceptual Design Section/Technical Memorandum for the Feasibility Report

TASK 9: REVIEW EXISTING STUDY AREA REPORTS & DOCUMENTS

IBI Group's current and past experience in working with the City on the Circulation Element Update and Coast Highway Corridor Study make us intimately familiar with the community concerns and potential traffic issues within the area. In working on the Circulation Element, IBI Group already has a general knowledge of the study area characteristics, traffic operations, and planned improvements for the area.

The traffic analysis will fully review the traffic issues associated with a new access alternative for the Jeffries Ranch neighborhood. The analysis for the feasibility study will be thorough in order to address potential City, community, and Council questions in relation to the benefits and impacts associated with creating a new access point for the Jeffries Ranch neighborhood.

IBI Group will review the approved 2008 Caltrans EIR for the widening of SR76, the 2006 Traffic Report for the Jeffries Ranch Residential Development and General Plan Amendment, and any other existing documents related to traffic operations in the Jeffries Ranch neighborhood. IBI Group is already very familiar with the Melrose Drive EIR and will utilize all pertinent information within the document to complement any new data collected.

TASK 10: EXISTING CONDITIONS

Subtask 10.1 Conduct Field Review

IBI Group will conduct a field assessment of the study area to document the existing conditions related to community character, roadway widths, speed limits, parking, and observed travel behavior.

Subtask 10.2 Data Collection

IBI Group will obtain the most recent existing AM and PM peak hour turning movement volumes and 24-hour roadway segment count data from the City of Oceanside. At a minimum, the following intersection locations will be counted for the AM and PM peak hours (if not available from the City):

- Melrose Drive and SR76
- Melrose Drive and Depot Road

- Melrose Drive and Old Ranch Road
- Melrose Drive and Spur Avenue
- Jeffries Ranch Road and SR76

At a minimum, the following segment locations will be counted for a 24-hour period (if not available from the City):

- Melrose Drive between SR76 and Depot Road
- Melrose Drive between Depot Road and Old Ranch Road
- Melrose Drive between Old Ranch Road and Spur Avenue
- Jeffries Ranch Road between SR76 and Old Ranch Road
- Jeffries Ranch Road between Old Ranch Road and Wagon Wheel Drive
- Jeffries Ranch Road Hackamore Road and Del Mar Road
- Old Ranch Road east of Melrose Drive
- Old Ranch Road west of Jeffries Ranch Road
- Spur Avenue between Melrose Drive and Polo Court
- Spur Avenue west of Wagon Wheel Drive
- Spur Avenue east of Del Mar Road

Subtask 10.3 Existing Without Project Conditions Analysis

IBI Group will conduct the existing conditions analysis for both intersections and segments. Intersection level of service analysis will be performed using Synchro (version 7) software. The Highway Capacity Manual methodology will be applied to all signalized and unsignalized intersections. In addition, Caltrans ILV analysis will be completed for Caltrans facility intersections.

The analysis of the roadway segments will be based on the guidelines set forth in the City of Oceanside Circulation Element and the LOS criteria for roadway segments (this includes the recent decisions made by the City).

Subtask 10.4 Travel Time Assessment

IBI Group will also conduct a basic travel time assessment of the Jeffries Ranch neighborhood. This will consist of conducting travel time runs to access the most eastern point of the neighborhood from all existing roadway access locations. The Jeffries Ranch Road and SR76 access point will also be included in the assessment with the travel time through calculations to factor in the minor differences of Jeffries Ranch Road currently being closed. The purpose of the travel time assessment is to fully detail the impact of closing the Jeffries Ranch Road and SR76 intersection on Jeffries Ranch residents in terms of convenient and quick access to their homes.

TASK 11: SELECT LINK MODEL RUNS & PROJECT CONDITIONS

Subtask 11.1: Select Link Model Run for the Two Alternatives

After the two access alternatives are selected, IBI Group will work with the City and SANDAG to run a select link assignment for each alternative to determine the variation in traffic patterns based on the new access. IBI Group will review and, if necessary, post process the select link assignment models volumes to ensure the distributions and forecasts are reasonably accurate.

Subtask 11.2 Existing Conditions for Each Alternative Analysis

Once the select link assignment model runs are complete and reviewed for accuracy, IBI Group will conduct a modified existing conditions analysis for both intersections and segments for the two selected access alternatives. Intersection level of service analysis will be performed using Synchro (version 7) software. The Highway Capacity Manual methodology will be applied to all signalized and unsignalized intersections. In addition, Caltrans ILV analysis will be completed for Caltrans facility intersections.

The analysis of the roadway segments will be based on the guidelines set forth in the City of Oceanside Circulation Element and the LOS criteria for roadway segments (this includes the recent decisions made by the City).

TASK 12: BUILDOUT CONDITIONS

Subtask 12.1: Review SANDAG Series 11 North County Sub-Area Model

IBI Group is very familiar with the SANDAG Series 11 North County Sub-Area model. We will utilize the information currently available from our work completed for the Circulation Element update for the feasibility study. Therefore, there would be minimal effort needed to review the sub-area model for the Jeffries Ranch neighborhood and surrounding areas. However, IBI Group will review the Series 11 model for any additional roadway segments that are not included in the Circulation Element update analysis that would be included in the Jeffries Ranch Neighborhood Feasibility Study.

Subtask 12.2: Forecast Peak Hour Turning Movements for Two Alternatives

IBI Group would utilize the existing and future traffic volumes to forecast the peak hour turning movement volumes at the study area intersections. The future intersection peak hour turning movement volumes will be calculated from future average daily traffic volumes using the relationship shown between the existing peak hour turning movement volumes and the existing average daily traffic volumes. This same relationship can be assumed to generally continue in the future where lane geometrics and land uses remain the same. At locations where the network has significantly changed due to additional connections or additional volume capacity, the future turning movement volumes are calculated based on future traffic patterns and land use assumptions. In general, some manual adjustment to the relationship between existing and future traffic volumes will be different due to the changes in the network with the Jeffries Ranch Road and SR76 intersection closing, the new access alternative, and the Melrose Drive extension.

Subtask 12.3: Buildout Conditions Analysis for Two Alternatives

IBI Group will conduct the buildout conditions analysis for both intersections and segments. Intersection level of service analysis will be performed using Synchro (version 7) software. The Highway Capacity Manual methodology will be applied to all signalized and unsignalized intersections. In addition, Caltrans ILV analysis will be completed for Caltrans facility intersections.

The analysis of the roadway segments will be based on the guidelines set forth in the City of Oceanside Circulation Element and the LOS criteria for roadway segments (this includes the recent decisions made by the City).

TASK 13: TRAFFIC OPERATIONS REPORT

IBI Group will compile all of the existing and baseline conditions analysis into a traffic impact analysis report to include, but not limited to, the following:

- Project Description
- Analysis Methodology
- Existing Conditions Review & Analysis Summary
- Modeling Efforts Summarized
- Two Selected Alternatives Description
- Baseline Conditions Review & Analysis Summary
- Significant Impacts & Potential Mitigation
- Findings & Recommendations

DELIVERABLES

- Draft Traffic Impact Analysis Report
- Revised Traffic Impact Analysis Report

TASK 14: PUBLIC MEETINGS

The IBI Team will work with the City of Oceanside to provide meaningful and interactive public meetings for the Jeffries Ranch neighborhood. We propose that at least three public meetings/workshops be held with the residents. In addition, IBI Group will attend and prepare for two meetings with Caltrans staff, one presentation to the Transportation Commission, and two meetings with City Council.

COMPREHENSIVE COMMUNITY INPUT	
Public Meeting #1	<ul style="list-style-type: none"> • Brief Presentation/Introduction of the Project • Review Existing Environmental Constraints • Learn Community Concerns & Gain Input on Potential Access Alternatives <ul style="list-style-type: none"> • Interactive Process with Aerial Maps to Identify Key Concerns
CALTRANS Meeting	
Transportation Commission Presentation	
Public Meeting #2	<ul style="list-style-type: none"> • Brief Presentation • Present Two Preferred Potential Access Alternatives • Present Environmental, Traffic, & Engineering Findings for Two Preferred Access Alternatives • Gain Additional Community Input and Comments
CALTRANS Meeting	
City Council Meeting	
Public Meeting #3	<ul style="list-style-type: none"> • Brief Presentation • Present Recommended Alternative • Note Any Final Community Input
Final City Council Meeting	

Subtask 14.1 Public Meeting #1

The first public meeting will be held to discuss the overall project, environmental constraints, and gain community input on potential access alternatives for the Jeffries Ranch neighborhood. It is also the goal of the first public meeting to help define the purpose and goals of the three public meetings in order to gain appropriate and meaningful feedback from the community.

For the first public meeting, the IBI Team will have already gathered and reviewed the existing environmental analysis completed for the study area and begun to initially look at potential access alternatives. Dudek's project manager and lead biologist will attend the public meeting to discuss environmental topics and discuss any issues related to potential access alternatives suggested. The Draft Preliminary Environmental Review section of the Feasibility Study will be presented to the City for review prior to the public meetings with the Jeffries Ranch neighborhood.

In order to encourage public participation and input, the IBI Team will conduct an interactive participation process in the meeting which includes aerial maps of the Jeffries Ranch neighborhood. Participants of the public meeting will be encouraged to place symbols and/or notes on the map at areas of concern or desired alternative access points. The IBI Team will facilitate the process and provide guidance and direction.

Subtask 14.2 Public Meeting #2

The second public meeting will be held after an initial assessment of all potential alternatives has been reviewed, and the two preferred alternatives have been selected and analyzed. The IBI Team will prepare a presentation for the community to present the two selected access alternatives and the environmental, traffic, and engineering findings.

IBI Group will provide handouts that give a comparison and overview of the two selected alternatives. The level of detail included in the handouts will be determined in cooperation with the City. IBI Group believes the handouts are essential to help the community assess the pros and cons associated with each alternative.

Subtask 14.3 Public Meeting #3

The third public meeting will be held to present the final findings and recommendations for viable access alternatives for the Jeffries Ranch neighborhood. The IBI Team will present the findings and recommendations which will include any refinements to the potential access alternatives that were made based on the community input received at the previous public meetings. A brief overview of the environmental, traffic, and engineering findings associated with the recommendations will be presented.

At the conclusion of each public meeting, we will summarize the comments and coordinate a meeting or telephone conference with City Staff to present our findings and discuss the community's comments regarding the potential access alternatives and overall information presented.

TASK 15: CALTRANS MEETINGS

The IBI Team will work with the City of Oceanside to coordinate two meetings with Caltrans staff. The purpose of the meetings will be to develop a working relationship with the Caltrans staff; gain any additional information regarding the widening of SR76 and the closing of Jeffries Ranch Road and SR76; and discuss the two selected access alternatives and the final

recommendations. It is important that Caltrans be included the planning process for any alternatives that provide access to SR76. It is recommended that Caltrans be given the opportunity to review and comment on any access alternatives that affect their facilities, particularly if an access alternative is selected for approval by City Council.

TASK 16: TRANSPORTATION COMMISSION / CITY COUNCIL MEETINGS

The IBI Team will provide one presentation to the Transportation Commission to provide an overview of the project, the initial community concerns, and the list of potential access alternatives. It is expected that the Transportation Commission will provide guidance to City staff on the two preferred alternatives that should be presented at the second public meeting. We will take the feedback from the Transportation Commission and make adjustments to the presentation and/or two preferred alternatives, as necessary.

The IBI Team will also conduct two presentations for the City Council. The first presentation will be to present the two selected access alternatives, and the second will be to present and receive approval of the final recommendations of the Feasibility Study. The first presentation to City Council will allow Council to make comments on the two proposed access alternatives and assist City staff in selecting the most preferred final access alternative, if the alternatives are deemed viable based on the environmental, engineering, and traffic analysis. The second presentation to City Council will reflect the community input on the final recommendation and allow Council to review and approve the findings and recommendations of the Feasibility Study. This second meeting with City Council can be held after the project has been completed.

DELIVERABLES

IBI Group will provide the presentation and any supporting materials needed for the public meetings and other meetings held. This will include, but is not limited to, PowerPoint presentations, hard copy handouts, display boards, flyers, and sign-in sheets. The following meetings will be provided:

- 3 Public Meetings
- 2 Meetings with Caltrans
- 1 Meeting with Transportation Commission
- 2 Meetings with City Council

TASK 17: FEASIBILITY REPORT

IBI Group will compile the environmental, traffic operations, and conceptual design reports into one complete document, Jeffries Ranch Neighborhood Access Alternative Feasibility Report. The Feasibility Report will contain the appropriate tables, figures, graphics, and appendices for submittal to the City for review and comment. IBI Group will make the appropriate revisions to the Draft Feasibility Report and submit the Final Feasibility Report once all revisions have been made to the satisfaction of the City.

DELIVERABLES

Both an electronic and hard copies will be submitted for the following:

- Draft Feasibility Report
- Revised Draft Feasibility Report
- Final Feasibility Report



Jeffries Ranch Neighborhood Access Alternatives Feasibility Study

Proposed Project Schedule

PROJECT COMPONENTS		TIMELINE															
		JUNE				JULY				AUGUST				SEPTEMBER			
		Week															
		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
GENERAL PROJECT MANAGEMENT																	
Task 1	Project Coordination & Management																
PRELIMINARY ENVIRONMENTAL REVIEW																	
Task 2	Collect & Assemble Existing Environmental Data																
Subtask 2.1	Review Existing Environmental Data																
Subtask 2.2	Gather Additional Environmental Data for the Study Area																
Task 3	Identify Existing Environmental Constraints & Mitigation Requirements for Each Alternative & Report Preparation																
CONCEPTUAL DESIGN ENGINEERING																	
Task 5	Identify Potential Access Alternatives																
Task 6	Conceptual Design for Two Access Alternatives																
Task 7	Preliminary Cost Estimates for Two Access Alternatives																
Task 8	Conceptual Design Technical Memorandum																
TRAFFIC ANALYSIS																	
Task 9	Review Existing Study Area Reports & Documents																
Task 10	Existing Conditions																
Subtask 10.1	Conduct Field Review																
Subtask 10.2	Data Collection																
Subtask 10.3	Existing Without Project Conditions Analysis																
Subtask 10.4	Travel Time Assessment																
Task 11	Select Link Model Runs & Project Conditions																
Subtask 11.1	Select Link Model Run for the Two Alternatives																
Subtask 11.2	Existing Conditions for Each Alternative Analysis																
Task 12	Buildout Conditions																
Subtask 12.1	Review SANDAG Series 11 Sub-Area Model																
Subtask 12.2	Forecast Peak Hour Turning Movements for Two Alternatives																
Subtask 12.3	Buildout Conditions Analysis for Two Alternatives																
Task 13	Traffic Operations Report																
Task 14	Public Meetings ^a																
Subtask 14.1	Public Meeting #1																
Subtask 14.2	Public Meeting #2																
Subtask 14.3	Public Meeting #3																
Task 15	Caltrans Meetings ^b																
Task 16	Transportation Commission/City Council Meetings ^c																
REPORT AND DOCUMENTATION																	
Task 17	Feasibility Report																

Notes:

- a. It is recommended that all public meetings be scheduled at the beginning of the project to give at least a 30-day public notice.
- b. The Caltrans meetings can be set at any point during which the City would like to open discussions concerning the 2 access alternatives & the final recommendations.
- c. The Transportation Commission & City Council meetings are dependant upon the Commission/Council monthly calendars. The 2nd City Council Meeting can be held after the completion of the Feasibility Report to present the final recommendations/finding to Council for approval.



