



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: James R. Helmer

**SUBJECT: ADA SIDEWALK TRANSITION
PLAN AND PEDESTRIAN MASTER
PLAN UPDATES**

DATE: 10-12-06

Approved  Date 10/12/06

COUNCIL DISTRICT: Citywide

RECOMMENDATION

Approval of a consultant agreement with Alta Planning + Design, Inc., to update the City’s Americans with Disabilities Act (ADA) sidewalk transition plan and the City’s Pedestrian Master Plan, in an amount not to exceed \$180,000.

OUTCOME

Updating the City’s ADA sidewalk transition plan will help assure the City’s compliance with current legal requirements and consistency with standard practices. Updating the City’s Pedestrian Master Plan will improve implementation of the City’s goals for providing quality facilities for pedestrians.

BACKGROUND

The City’s current ADA sidewalk transition plan includes a collection of programs, administrative procedures and design standards that support the implementation of accessible public sidewalks for persons with disabilities. Key elements of accessible sidewalks include curb ramps at street corners and an adequate sidewalk width (free from barriers). The City provides accessible sidewalks as a standard element of new construction or as part of various retrofit programs. At this time, it is prudent for the City to review current activities, benchmark current efforts with the best practices of other communities, and formally update the City’s ADA sidewalk transition plan.

While the City does not currently have a Pedestrian Master Plan, the City does have a pedestrian transportation element in the General Plan that describes goals and policies related to providing quality facilities for pedestrians. The City also has many other separate policy documents, master plans, and design standards that contain information on the planned pedestrian transportation system. However, many cities have a consolidated Pedestrian Master Plan

document that provides a “one stop” source for all pedestrian related policies, programs, and design standards. Such a master plan provides an efficient communication tool for policy makers, city staff, residents and the development community related to the desired qualities of the pedestrian transportation system. Also, having a formal pedestrian master plan is helpful in obtaining grant funds for pedestrian improvement projects.

In February of 2006, the City of San José obtained a funding grant from the Santa Clara Valley Transportation Authority (VTA) to assist in preparing an update to the City’s ADA sidewalk transition plan and to develop a Pedestrian Master Plan. The grant is part of the VTA’s Community Design and Transportation program that helps facilitate more livable communities through the planning of quality multimodal transportation systems. The grant is for \$150,000 and requires a local contribution of \$30,000, for a total project budget of \$180,000. The source and use of funds for the “Pedestrian and ADA transition plan Update” project has been included in the 2006-2007 Adopted Capital Budget.

ANALYSIS

The Department of Transportation has conducted a consultant selection process, in accordance with adopted City procedures, in order to obtain expertise in preparing pedestrian and ADA planning documents that will consider the current best practices for local government agencies. The Request for Qualifications (RFQ) process included public notice in the San José Mercury News and a mailing to twenty-four transportation consulting firms in the Bay Area. Responses were received from seven firms. A consultant interview panel that included pedestrian planning experts from the City of Oakland and the City & County of San Francisco helped staff select the firm of Alta Planning + Design, Inc. as the firm best qualified to update the City’s ADA/Pedestrian plans.

Alta Planning + Design, Inc. (Alta) has a Bay Area office in Berkeley, as well as offices in Los Angeles, Portland, Oregon and Sarasota Springs, New York. The staff team at Alta has significant experience in preparing pedestrian and/or bicycle related plans for Fremont, Union City, San Francisco, Portland, VTA, Marin County, and San Mateo County. The City has had direct positive work experiences with Alta on the School Access Enhancement Project completed in 2002. The Alta consultant team also includes the firm of Logan Hopper Associates that has substantial experience in preparing ADA Transition Plans for government agencies such as Sacramento and San Francisco.

A consultant agreement has been prepared with Alta for an amount not to exceed \$180,000. The scope of work for both the ADA and Pedestrian plans generally includes the following tasks:

- Compile and document current City plans and practices
- Review best practices from other jurisdictions
- Recommend updates to City’s plans
- Coordinate with City staff and key stakeholders
- Prepare updated master plan

A primary purpose of the project is to improve the documentation, communication, and implementation of current City policies. The final documents are intended to be made available to the public on the City's website. The primary stakeholder groups that will be consulted during the project will be the City's Disability Advisory Committee (DAC) for the updated ADA sidewalk transition plan and the City's Bicycle and Pedestrian Advisory Committee (BPAC) for the updated Pedestrian Master Plan. The meetings for these committees are open to the public and will provide opportunities for general public participation.

City staff involvement with project development will be coordinated with representatives from Planning, Building and Code Enforcement, Public Works, Redevelopment Agency, Strong Neighborhoods Initiative, and the City Attorney's Office. Staff also proposes to review the updated plans with the Building Better Transportation Committee, and ultimately submit the updated plans for City Council approval. The proposed completion for the project is in fall 2007.

POLICY ALTERNATIVES

Alternative 1: Use City staff to prepare updated plans

Pros: Could create "in house" work opportunity for staff to prepare plan updates.

Cons: Lack of broad knowledge on "best practices" from other agencies; limited resources for production of graphic design materials and report publication.

Reason for not recommending: Avoids impact to other projects/programs managed by City staff; Consultants have greater expertise and can complete project in a more thorough and efficient manner.

Alternative 2: Do not update the CSJ Pedestrian Master Plan or ADA sidewalk transition plan

Pros: Allows City staff management resources to work on other projects/programs; saves \$30,000 in local matching funds for grant.

Cons: Could create potential legal liability due to outdated ADA transition plan; less effective communication and implementation of City's pedestrian plans; loss of \$150,000 funding grant.

Reason for not recommending: Pedestrian Master Plan and ADA sidewalk transition plan updates are necessary to remain compliant with requirements and efficiently improve City pedestrian facilities.

PUBLIC OUTREACH/INTEREST

- Criteria 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criteria 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criteria 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

While this agreement is below the \$1 million threshold, this memorandum will be posted on the City's website for the October 31, 2006 Council Agenda.

COORDINATION

This memorandum has been coordinated with the City Attorney's Office, the City Manager's Budget Office, the Department of Planning Building and Code Enforcement, the Department of Public Works and the Redevelopment Agency. The City's Bicycle Pedestrian Advisory Committee has received periodic reports on this project, including the proposed project scope, the VTA grant, the RFQ process, and the recommended consultant.

FISCAL/POLICY ALIGNMENT

This agreement is consistent with the Council-approved Budget Principle to leverage resources as much as possible and to meet legal commitments and requirements.

COST SUMMARY/IMPLICATIONS

The agreement has a cost of \$180,000 for consultant services, expenses and materials. The source of funds includes a \$150,000 VTA grant and City funds in the amount of \$30,000.

10-12-06

Subject: ADA and Pedestrian Plan Updates

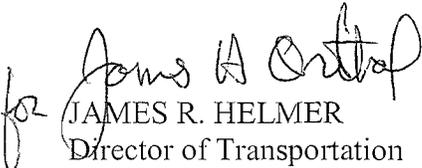
Page 5

BUDGET REFERENCE

Fund #	Appn #	Appn. Name	Total Appn	Amt. for Contract	2006-2007 Adopted Capital Budget Page	Last Budget Action (Date, Ord. No.)
465	5041	Pedestrian & ADA Transition Plan Update	\$178,000	\$178,000	V-1109	N/A
465	4670	Bike/Ped Program Management	150,000	\$2,000	V-1145	N/A
Total Funding Available			\$328,000	\$180,000		

CEQA

Exempt, File No. PP06-122.


for JAMES R. HELMER
Director of Transportation

For questions please contact John Brazil, Bike/Ped Program Coordinator, at 975-3206.