ATTACHMENT A – SCOPE OF WORK

TASK ORDER TITLE: Palomar Street Grade Separation

I. PROJECT DESCRIPTION

SANDAG, in conjunction with the city of Chula Vista, endeavors to grade separate the Palomar Street crossing of the Blue Line Light Rail Trolley (LRT). The LRT is operated by the San Diego Metropolitan Transit System (MTS). The adjacent Palomar Trolley Station may be potentially impacted depending on preferred project alternative for the grade separation.

This proposed grade separation would:

- Provide significant safety enhancement
- Reduce vehicular delays and congestion
- Increase multi-modal mobility

A Project Study Report for the project has been previously prepared. The project now moves into the next phase of the project development with the preparation of a Project Report and Environmental Document (PR/ED) to determine, and environmentally clear, a preferred alternative for the grade separation.

II. EXPECTED RESULTS

This task order will provide necessary exhibits, meetings, design and coordination for:

- Enhanced public outreach process
- Enhanced/Broadened Traffic Analysis including analysis of:
    - Removal of connection for Industrial/Palomar Street
    - Connection at Industrial/Palomar Street
    - SANDAG Series 13 Activity Based Modeling will be used for all SANDAG modeling.
- Groundwater Monitoring Well
  One monitoring well on Industrial outside of proposed bridge
- Review of Developer Site Plan for the southeast intersection corner at Industrial/Palomar

The scope of this Task Order will progress in conjunction with Task Order 14 (“TO14”) from contract 5001901.

III. SCOPE OF WORK

The scope of work shall consist of the following tasks and deliverables:

1.0 Task Management (WBS 3900-0160)

Task 1.1 Task Order Management Services

Task Order management services will be provided to continue task oversight included in this task order for the scope. These services include:

A. Communication – Establish and maintain lines of communication between the Consultant, SANDAG, and the city of Chula Vista as well as any external stakeholders as required by SANDAG.
B. Subconsultant – Set up and establish all necessary contract documents with the Consultant and perform the necessary processing and coordination to provide monthly invoicing to SANDAG.
C. Record Keeping – Provide proper maintenance of all project information including project meeting minutes, agendas, invoicing, correspondence, reports, submittals, and any other information relevant to the project, in conformance with SANDAG and Caltrans requirements.
D. Project Management, Invoicing and Progress Reporting – Consultant will manage and report on the project progress, deliverables, schedule, and budget by completing and submitting a monthly progress report and invoice. The Progress report shall include the identification of any 'red-flag issues' related to the Consultant Contract. Consultant shall invoice SANDAG for work completed in accordance with the established invoicing schedule and with requirements of the Task Order and Contract. This scope of work includes progress updates for 18 months.
E. Project Schedule – Consultant shall maintain the high-level project schedule and will track the status of each task through completion.
F. Document Control – Consultant shall maintain an internal document control system (ProjectWise) and use it to organize, disseminate and retain all correspondence and documents, in conformance with SANDAG and Caltrans requirements.

Task 1.2 Project Team Meetings

PDT meetings will continue to be conducted throughout the duration of this project phase (16 meetings assumed, 3 staff at 2 hours per meeting).

The Consultant will participate in informal, unscheduled meetings as necessary as critical issues arise (2 meetings assumed, 3 staff at 2 hours per meeting).

Task 1.3 Quality Assurance/Quality Control (QA/QC)

Consultant shall continue with established TO14 protocols for team members to follow throughout the performance of this SANDAG on-call task order. The Consultant will maintain a quality assurance (QA) plan during the performance of the services to ensure all reports, plans, studies, estimates and other documents submitted will be complete, accurate, checked and proofread to meet professional engineering practices and the standard of care at the time of execution of the scope, and of a quality acceptable to SANDAG.

2.0 Third Party Coordination (WBS 3900-0160)

Task 2.1 Agency Coordination

SANDAG will continue as the lead in coordinating with third party agencies.

The Consultant will also participate in meetings for Civic Groups, Board, Council and Commission meetings (2 meetings assumed, 3 staff at 4 hours per meeting).

The Consultant will provide existing traffic data performed to date to the City for their use in coordination with the developer of the vacant parcel (SW quadrant of Palomar/Industrial).

The Consultant will incorporate one site plan into the Environmental Document, Project Report, and Engineering Plans, as provided by the City or developer.

Task 2.3 Public Outreach

Consultant will provide support to the SANDAG led public outreach efforts. In this supporting role, the Consultant shall participate in the outreach meetings, provide exhibit materials for PowerPoint presentations as well as mounted boards. Consultant will develop and validate colored plan view exhibits of the two PSR alternatives as well as the underpass alternative to ensure consistent presentation of the alternatives to the public. Public Outreach tasks are as follows:

It is assumed that the following PSR alternatives will be validated and exhibited:

- Additional services for Alternative P2 include:(Raise Trolley over Palomar Street)
    - Revise station parking lot and bus drop off zone
    - Revise access to station platform including stairs and elevator locations
    - Prepare rail profile to accommodate freight rail
    - Prepare two (2) rendered views of this alternative
- Additional services for Alternative P4 include:(Lower Trolley under Palomar Street)
    - Develop appropriate trench wall section
    - Revise track horizontal alignment, shifted easterly, to address constructability challenges of the trench wall
    - Revise station parking lot and bus drop off zone
    - Revise access to station platform including stairs, ramps, elevator and tunnel locations
    - Prepare rail profile to accommodate freight rail
    - Prepare two (2) rendered views of this alternative
- Additional services for Alternative P5 include: (Lower Palomar Street under Trolley)
    - Evaluation of a split alternative, combined P2 & P5
    - Preparation of numerous connection options between Palomar and Industrial that were not originally anticipated (Up to 7 options)
    - With approximate acreage totals by parcels.
    - Prepare two (2) rendered views of this alternative

Support for the following four (4) public meetings will be required (3 staff at 4 more hours per meeting):

- City Safety Commission Meeting – Introduction of the project and the alternatives to the community and the city
- City Council Meeting – Review project and the alternatives to the community and the city
- City Council Preferred Alternative Meetings (2) – Review decision process and present the preferred alternative

Display Boards for final alternatives (2 or 3)

4.0 Project Report (WBS 3900-0160)

Appropriate level of detail reports and exhibits for the meeting scheduled per Task 2.1 and/or 2.3

Task 5.3 Technical Studies

Traffic Analysis

Consultant shall obtain future traffic forecasts for a study area from SANDAG and City based land use and circulations assumptions from the RTP travel demand model and make necessary adjustments to develop a set of future traffic volumes for the design year. This volume information will be input into the study area Synchro software models to determine the forecasted operations associated with the no-build and build scenario.

1. Update the TO14 traffic analysis of the following scenarios to include 12 additional study intersections.
    - 2014 Existing Conditions
    - 2020 Opening Year No Build Alternative
    - 2040 Horizon Year No Build Alternative
2. Conduct traffic analysis for the "No Connection" Alternative to include all 22 study intersections for the following scenarios:
    - 2020 Opening Year "No Connection" Alternative
    - 2040 Opening Year "No Connection" Alternative
3. Update the TO14 traffic report to include the "No Connection" Alternative. Also, using the results from Task 1, update the results summary tables for following Build Alternative (With Connection) scenarios to include the 12 additional study intersections:
    - 2020 Opening Year Build Alternative (With Connection)
    - 2040 Horizon Year Build Alternative (With Connection)

Task 6.0 Preliminary Geometric Drawings - Optional

(WBS 3900-0160)

The Consultant will prepare a limited set of Preliminary Geometric Drawings to define the project, as described below. Up to sixteen (16) sheets are anticipated for this task.

Task 6.1 Plan Preparation

A. Title Sheet/General Notes – Sheets shall include vicinity map, sheet index, location map. 2 sheets.

B. Typical Sections – Sheets shall include enlarged typical sections for all roadway improvements. 2 sheets.

C. Roadway – Sheets shall be provided at 20 scale horizontal, 4 scale vertical, for Palomar Street, Industrial Street, Oxford Street Connector, and Trenton Avenue. 4 sheets.

D. Offsite Improvements – Horizontal layout shall be provided to re-establish offsite improvements for the impacted properties adjacent to the grade separation, including the Trolley Station. 2 sheets.

E. Construction Staging – Sheets shall include general construction staging plans and shall identify the general sequence of work. It is assumed that a maximum of three stages are required. 3 sheets.

F. Bypass Road – A 40 scale bypass road alignment will be provided, including striping configuration if a bypass is deemed feasible. 1 sheet.

G. Rail - Phasing Diagrams – It is assumed that no temporary or permanent track alignments are required, therefor only track phasing diagrams will be provided to depict each stage of construction and required sequencing of trackwork activities including necessary signaling work, equipment and housings and the potential need to install crossovers in proximity to maintain operations. 2 sheets.

IV. DELIVERABLES

Traffic Report

Preliminary Geometric Drawings – Optional

V. SCHEDULE OF SERVICES/MILESTONES/DELIVERABLES

A. Begin date: NTP End date: May 31, 2019

B. Unless a Project Schedule is attached as Attachment D to this task order; the tasks, milestones, and/or deliverables are as follows:

Task/Milestone/Deliverable	**Prevailing Wage** **(check if applicable)**	**Due Date or Begin/End Dates**
1.0 Task Management	☐	NTP/NTP + 18 months
2.0 Meetings	☐	NTP/NTP + 18 months
3.0 Field Studies and Investigations	☐	NTP/NTP + 16 months
4.0 Project Report	☐	NTP/NTP + 16 months
5.0 Environmental Analysis	☐	NTP/NTP + 16 months
6.0 Preliminary Geometric Drawings - Optional	☐	NTP/NTP + 18 months

VI. MATERIALS TO BE PROVIDED BY SANDAG AND/OR THE LOCAL AGENCY

Not Applicable.

VII. SPECIAL CONDITIONS

Not Applicable.

VIII. ASSUMPTIONS AND EXCLUSIONS

Not Applicable.