

May 7, 2013

TO: Members of the MAG Bicycle and Pedestrian Committee  
FROM: Reed Kempton, Scottsdale, Chair of the MAG Bicycle and Pedestrian Committee  
SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Tuesday, May 21, 2013 at 1:30 p.m.  
MAG Offices, Ironwood Room, Second Floor  
302 North First Avenue, Phoenix

A meeting of the MAG Bicycle and Pedestrian Committee will be held at the time and place noted above. Committee members may attend the meeting either in **person, by video conference or by telephone conference call**. Those attending by videoconference must notify the MAG site five days before the meeting.

If you are attending in person, please park in the garage under the building. Bring your ticket to the meeting and parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the parking garage.

Pursuant to Title II of the Americans with Disabilities Act (ADA), MAG does not discriminate on the basis of disability in admissions to or participation in its public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Alex Oreschak at the MAG office. Requests should be made as early as possible to allow time to arrange the accommodation.

Please be advised that under procedures adopted by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum to conduct business. A quorum is a simple majority of the membership. If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction to represent you. If you have any questions, please contact Maureen DeCindis at (602) 254-6300, or send email to [mdecindis@azmag.gov](mailto:mdecindis@azmag.gov).

## TENTATIVE AGENDA

1. Call to Order

2. Approval of the March 19, 2013 Meeting Minutes of the Bicycle and Pedestrian Committee

3. Call to the Audience

An opportunity will be provided to members of the public to address the committee on items not scheduled on the agenda that fall under the jurisdiction of MAG, or on items on the agenda for discussion but not for action. Members of the public will be requested not to exceed a three minute time period for their comments. A total of 15 minutes will be provided for the Call to the Audience agenda item, unless the Committee requests an exception to this limit. Please note that those wishing to comment on action agenda items will be given an opportunity at the time the item is heard. Please fill out blue cards for Call to the Audience and yellow cards for Action Items.

4. Staff and Member Agency Reports

Staff and committee members are invited to provide an update of pedestrian and bicycle-related activity in their agencies.

5. Committee Chair and Vice Chair Vacancies

MAG staff will present an update on the process for filling Committee Vice Chair vacancies.

2. For information, discussion and action to approve the meeting minutes of the March 19, 2013 Bicycle and Pedestrian Committee meeting.

3. For information.

4. For information and discussion.

5. For information and discussion.

6. Update on New MAG Boundaries

At the February Regional Council meeting, an amendment to the MAG By-Laws was presented that would enable new agencies to join MAG if a new Metropolitan Planning Area (MPA) Boundary is approved. The boundary would be approved by the Governor working in cooperation with MAG as the Metropolitan Planning Organization (MPO).

7. Transportation Alternatives (MAP-21) Program

Under the new federal transportation legislation known as MAP-21, a new Transportation Alternatives program allocates funding to regional planning organizations for programming. Federal fiscal year (FFY) 2013 and FFY 2014 Transportation Alternatives funds are estimated at \$4.2 million and \$4.8 million, respectively. At the same time the new program was created, two formerly funded programs, Transportation Enhancement projects and Safe Routes to School, were sunset. See Attachment #1

8. Design Assistance Program Update

In the 2014 MAG Unified Planning Work Program, there is a request for \$300,000 for the MAG Design Assistance Program. It will also be necessary to go out for Request for Qualifications from consultants to develop a new Consultant On-Call List. Committee members will discuss the new project application format. See Attachment #2.

6. For information and discussion.

7. For information and discussion.

8. For information and discussion

9. Shared-Use Pathways Regional Name and Wayfinding Signage Guidelines

In the 2014 MAG Unified Planning Work Program, there is a request for \$75,000 to hire a consultant to work with the MAG member agencies to create a brand name and develop regional wayfinding sign guidelines. The Committee will review and discuss the draft Request for Proposal scope. See Attachment #3.

10. Request for Future Agenda Items

Members will have the opportunity to suggest future agenda topics.

11. Next Meetings

All meetings will be on the third Tuesday of the month in the Ironwood Room at 1:30 p.m., except where otherwise noted.

June 18, 2013

July 16, 2013

August 20, 2013

September 17, 2013

October 15, 2013

November 19, 2013

December 17, 2013 (possibly noon)

9. For information and discussion

10. For information and discussion.

MINUTES OF THE  
MARICOPA ASSOCIATION OF GOVERNMENTS  
BICYCLE AND PEDESTRIAN COMMITTEE

Tuesday, March 19, 2013 at 1:30 PM  
MAG Office Building, Ironwood Room  
302 North First Avenue, Phoenix

MEMBERS ATTENDING

Reed Kempton, Scottsdale, Chair of Bicycle and Pedestrian Committee	* Nicole Dailey, Gilbert
Joe Perez for Katherine Coles, Phoenix, Vice- Chair of Bicycle and Pedestrian Committee	^ Steve Hancock, Glendale
Michael Sanders, ADOT	^ Joe Schmitz, Goodyear
Tiffany Halperin, ASLA, Arizona Chapter	* Thomas Chlebanowski, Litchfield Park
^ Tracy Stevens, Avondale	Denise Lacey, Maricopa County
* Robert Wisener, Buckeye	Jim Hash, Mesa
* D.J. Stapley, Carefree	^ Brandon Forrey, Peoria
* Ian Cordwell, Cave Creek	Ben Limmer, RPTA
Bob Beane, Coalition of Arizona Bicyclists	Karen Savage, Surprise
Jason Crampton, Chandler	^ Eric Iwersen, Tempe
^ Mark Smith, El Mirage	* Robert Carmona, Wickenburg
^ Kelly LaRosa, FHWA	Grant Anderson, Youngtown

\*Members neither present nor represented by proxy

^Attended via audio-conference

OTHERS PRESENT

Vincent Lopez, Maricopa County	Ashley Barinka, Mesa
Stephen Change, Surprise	Jason Harrington, HPD
Raquel Schatz, Apache Junction	Alice Chen, MAG
Amanda Luecker, Valley Metro	Eileen Yazzie, MAG

1. Call to Order

Reed Kempton called the meeting to order at 1:33 p.m.

2. Approval of the February 19, 2013 Meeting Minutes of the Bicycle and Pedestrian Committee

Reed Kempton moved to amend Item 6: MAG Bicycles Count Project, on page 5 of the February 19 minutes, to add “in Scottsdale” to the first paragraph, to read: “Reed Kempton from Scottsdale expressed concern that 25% of the population in Scottsdale is retired and they are not riding in standard commute patterns, so a manual count at peak times may undercount these users.” Jim Hash

moved to approve the meeting minutes of the Bicycle and Pedestrian Committee for February 19, 2013. Jason Crampton seconded the motion. The motion passed unanimously.

3. Call to the Audience

An opportunity was provided to members of the public to address the MAG Bicycle and Pedestrian Committee on items not scheduled on the agenda that fall under the jurisdiction of MAG, or on items on the agenda for discussion but not for action. Members of the public were requested not to exceed a three minute time period for their comments. A total of 15 minutes was provided for the Call to the Audience agenda item, unless the Bicycle and the Pedestrian Committee requests an exception to this limit. Please note that those wishing to comment on action agenda items were given an opportunity at the time the item was heard. No one wished to speak.

4. Staff and Member Agency Reports

Jim Hash from Mesa introduced Ashley Barinka, a Communications/Marketing Specialist from the City of Mesa who will be working on bicycle and pedestrian safety education. Mr. Hash also announced that the construction on the Consolidated Canal from Lindsay to Baseline is complete, connecting 17 ½ miles of shared-use pathway between Mesa, Chandler, and Gilbert. Mr. Hash stated that this path will be connected to the rest of the region soon, as Mesa citizens passed a bond issue that will include construction of the segment from Center Street west to Dobson Road. This new segment will connect the existing Consolidated Canal path to the planned eastern extension of the Rio Salado Pathway between Tempe and Mesa.

Jason Crampton from Chandler announced that Chandler has begun preconstruction of the Galveston Bridge over SR-101 (½ mile north of Chandler Boulevard), and construction should be completed in the fall.

Alex Oreschak from MAG reported that Margaret Boone would be joining the MAG Bicycle and Pedestrian Committee as the MAG Liason to the Safety Committee.

5. Committee Chair and Vice Chair Vacancies

Alex Oreschak from MAG presented on the process for filling Committee Chair and Vice Chair vacancies. The terms for Reed Kempton and Katherine Coles, Chair and Vice Chair of the MAG Bicycle and Pedestrian Committee, respectively, are due to expire on June 30, 2013. According to the MAG Committee Operating Policies and Procedures, the Vice Chair (Ms. Coles) will ascend to the chair position and a new Vice Chair will be approved by the MAG Executive Committee. Letters of interest for the Vice Chair vacancy will be solicited by MAG, with anticipation that the Executive Committee will approve the Chair and Vice Chair appointments at their June 17, 2013 meeting.

Reed Kempton from Scottsdale highly recommended that members apply for the Vice Chair position, as he found out that four years in the Vice Chair and Chair positions was a very enjoyable experience.

6. Designing Transit Accessible Communities Study Update

Alice Chen from MAG presented an update on the Designing Transit Accessible Communities Study. The purpose of this presentation was to provide an overview on the “Transit Accessibility Toolkit” element of the study, which contains information on lighting, information signage, wayfinding, seating, shelter, shade, adjacent land use, bicycle access and parking, pedestrian crossings, and sidewalks. For each of these elements, Ms. Chen presented visual examples, costs and appropriate applications, and planning/policy guidelines. Ms. Chen highlighted specific recommendations and findings in her presentation. Site bus stops and bus shelters to take advantage of overflow lighting from existing street lights. 64% of transit riders said they would ride the bus more often if adequate schedule information was provided. Seating may also be incorporated into the design of the adjacent development including designing street walls along the property line to be at a height that allows passengers to use the wall as seating. Shelters should be designed with a southern climate in mind, including conducting sun exposure studies. 68% of transit riders said they would ride the bus more often if additional shade was provided. 22% of riders said they arrived by bicycle. When asked if certain improvements would increase their use of transit, 52% of riders indicated adding a bicycle lane would increase their use of the transit system. Bus stops at mid-block can be located based on an evaluation of ridership and crossing opportunities and should not be determined by the ¼ mile spacing distance as it is currently. Through collaboration with the community the local jurisdiction may be able to determine alternative options for bus stop placement or they may determine that the identified location is a critical need location.

For the study, bus stops were broken out into five categories: urban core, urban retail, urban residential, suburban, and suburban residential. Each category is defined by level of accessibility, service frequency, street network type, neighborhood type, presence of retail, employment density, and population density. Ms. Chen presented a prototype of an urban core stop, at 16<sup>th</sup> Street and Thomas Road, which highlighted enhanced sidewalks, connections to adjacent land uses, landscape shading, improved crosswalks, bicycle access, and wayfinding. Ms. Chen concluded her presentation by overviewing next steps, which include the complete final report and a stakeholder workshop on April 11, 2013.

Following the presentation, Jason Crampton from Chandler asked if the study addresses recommendations for new developments (i.e. walled communities prohibiting easy access to bus stops). Ms. Chen responded that Chapter 5 of the final report would address this, and that it was also addressed in both the bicycle access section of the report and in one of the prototype/case studies. Reed Kempton from Scottsdale asked about the statistic presented that “22% arrived by bicycle” to a transit stop. Ms. Chen replied that this number was attained from the results of surveys at all bus stops, but that it was not a statistically sound sampling, and the number did seem unusually high. Ms. Chen stated that this could have resulted from a sampling bias (bicyclists being a more willing or captive audience for the surveys).

7. Urban Heat Presentation

Tiffany Halperin from ASLA presented on urban hot spots and the urban heat island effect. Ms. Halperin explained that extreme heat leads to higher morbidity and mortality rates, and threatens global health. Neighborhoods within the same city can have different temperatures, and low-income and ethnic

minority populations tend to live in more heat-stressed neighborhoods. This difference is caused by differences in reflective surfaces, vegetation, green space, and building and pavement material, as well as elevation and wind differences. Urban temperatures tend to be higher than rural temperatures. The issue of urban heat has been discussed in the Phoenix region for at least a decade, but not much progress has been made. Heat deaths in Arizona are 13 times the national rate, and attempts to combat extreme heat here can cause other health problems (for example, air conditioning is primarily powered through electricity generated by coal, which increases air pollution). Reducing the impact of extreme heat can be achieved through planting additional vegetation, replacing dark pavement and building material with reflective, light-colored material, or green roofs and pervious pavement). Ms. Halperin noted that there are efforts underway to improve urban climate modeling, to identify where the worst “hot spots” are, and how to implement cost-effective solutions.

Following the presentation, Grant Anderson from Youngtown asked if the presentation document could be made available to the committee. Ms. Halperin responded that she was not sure, but that she would be glad to give the presentation to anyone who would want to see it, and that it could be tailored to specific audiences as necessary. Eric Iwersen from Tempe stated that this presentation carried a very important message, and that, having received the presentation, Tempe staff are now looking at how the city considers the heat island, landscaping, and pavements in their development. Tiffany Halperin stated that incorporating this research into planning and design work is important in getting the region to address the issue.

8. Request for Future Agenda Items

Members had the opportunity to suggest future agenda topics.

9. Next Meetings

All meetings will be on the third Tuesday of the month in the Ironwood Room at 1:30 p.m., except where otherwise noted.

~~April 16, 2013~~ CANCELLED

May 21, 2013

June 18, 2013

July 16, 2013

August 20, 2013

September 17, 2013

October 15, 2013

November 19, 2013

December 17, 2013 (possibly noon)

## Transportation Alternatives Application For FY 2015, 2016, 2017 Projects



**Due: TBD**

**(LATE APPLICATIONS WILL NOT BE ACCEPTED)**

**Amount Available: \$TBD**



## MAP-21 TRANSPORTATION ALTERNATIVES PROGRAM (TA) APPLICATION TA Funding Available for **Federal Fiscal Year 2015, 2016 and 2017**

### General Instructions:

This Excel form is to be used to request federal Transportation Alternatives (TA) funding available through the Maricopa Association of Governments (MAG) for projects to be included in the FY2014-FY 2018 MAG Transportation Improvement Program. Funding is available for Federal Fiscal Year (FFY) 2015, 2016 and 2017.

This application form includes:

- General Instructions
- Cover Sheet
- Part A - Contact and Project Description,
- Part B - Segment Description and Proposed Improvements,
- Part C - Required and Optional Attachments
- Part D - Cost Estimate Spreadsheet
- Part E - Project Budget Summary and Schedule,
- Part F - Checklist and Signature Page
- Transmittal Instructions and Schedule.

Each part is a separate tab of this excel file. Please complete the Cover Sheet and Parts A - F. Alternative application forms are available upon request.

### Deadlines and Transmittal Instructions:

Ten copies of a printed, complete and signed application must be received in the MAG offices by **TBD**. The application must also include a CD with the Excel application and all Required Attachments (Part C).

**Detailed transmittal instructions are located in a separate tab** in this excel sheet. Late applications **will not be accepted.**

If member agencies need additional information or have questions, they should contact Maureen DeCindis at (602) 254-6300 or by e-mail at [mdecindis@azmag.gov](mailto:mdecindis@azmag.gov)

**All information is required, unless noted by the word - Optional.**

INSERT PHOTO OF PROJECT AREA  
EXISTING CONDITIONS HERE

Transportation Alternatives Application for  
FY 2015, 2016, and 2017 Projects

ENTER PROJECT NAME

ENTER MAG MEMBER AGENCY NAME

**APPLICATIONS ARE DUE AT MAG OFFICES BY  
TBD**

:

TRANSPORTATION ALTERNATIVES FY 2015, 2016, and 2017 APPLICATION	
PART A - CONTACT AND PROJECT DESCRIPTION	
<b>Contact Information</b>	
1. Name of Sponsoring Agency	
2. Agency Contact Name	
3. Phone Number of Agency Contact	
4. E-Mail Address of Agency Contact	
5. Mailing Address of Agency Contact	
<b>Project Description</b>	
6. Please provide the Project Title.	
7. Please provide a specific description of the project:	
8. Please provide the project limits:	
<b>Safe Routes to School (if project is NOT a Safe Routes to School project, proceed to Part B)</b>	
9. School Name	
10. School Address	
11. School City, State, ZIP Code	

## PART B-PROJECT DESCRIPTION

This part of the form identifies the current characteristics and proposed improvements for each project.

The purpose of Part B is to provide sufficient information to evaluate the cost estimate for the project and to provide assurance that the project will be capable of meeting the ADOT administered federal design review and clearance process. This process requires environmental, ROW and utilities clearances and a bid ready design prior to FHWA approval to encumber federal funding for construction.

### SECTION 1 - TRANSPORTATION ALTERNATIVES ELIGIBLE ACTIVITIES

All Transportation Alternatives projects to be funded with federal MAP-21 funds must indicate one of the following eligible categories.

1. Transportation Alternatives as defined in 23 U.S.C. 101(a)(29) (MAP-21 1103):
  - A. Construction of on-road and off-road trail facilities for pedestrians, bicyclists, and nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990.
  - B. Construction of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
  - C. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users.
  - D. Any environmental mitigation activity that is less than 20% of the total project costs, including pollution prevention and pollution abatement activities and mitigation to -
    - i. address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 133(b)(1), 328(a), and 329 of title 23; or
    - ii. reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
2. The safe routes to school program under section 1404 of the SAFETEA-LU.
  - A. Infrastructure-related projects and construction of infrastructure-related projects on any public road or any bicycle or pedestrian pathway or trail in the vicinity of schools that will substantially improve the ability of students to walk and bicycle to school, including sidewalk improvements, traffic calming and speed reduction programs, pedestrian and bicycle crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, secure bicycle parking facilities, and traffic diversion improvements in the vicinity of schools.

### SECTION 2 - PROJECT DESCRIPTION

1. What type of project is this? (Check only one)

- |                          |   |                          |                                       |
|--------------------------|---|--------------------------|---------------------------------------|
| <input type="checkbox"/> | Bicycle lane (4' min. w/o curb/gutter)  | <input type="checkbox"/> | Sidewalk (5' min.)                    |
| <input type="checkbox"/> | Bicycle lane (5' min. with curb/gutter) | <input type="checkbox"/> | Wide Sidewalk (8' min.)               |
| <input type="checkbox"/> | Shared-use path (10' min.)              | <input type="checkbox"/> | Detached Sidewalk with 4' min. buffer |

2. What other major elements are included in this project? (Check all that apply)

- |                                |                              |                                |   |
|--------------------------------|------------------------------|--------------------------------|---|
| <input type="checkbox"/>       | Bridge (overpass)            | <input type="checkbox"/>       | Signalized crossing                           |
| <input type="checkbox"/>       | Tunnel (underpass)           | <input type="checkbox"/>       | Signalized midblock crossing/HAWK             |
| <input type="checkbox"/>       | Signalized Crossing          | <input type="checkbox"/>       | Safe Routes to School                         |
| <input type="checkbox"/>       | Countdown Pedestrian Signal  | <input type="text" value="0"/> | Number of new openings in street walls        |
| <input type="text" value="0"/> | Number of Bike racks/lockers | <input type="text" value="0"/> | Number of Trees                               |
| <input type="text" value="0"/> | Number of Drinking Fountains | <input type="text" value="0"/> | Number of Shade Structures                    |
| <input type="text" value="0"/> | Number of Way-finding Signs  | <input type="text" value="0"/> | Number of Seating/Rest(s)                     |
| <input type="text" value="0"/> | Number of Trash receptacles  | <input type="text" value="0"/> | Number of bicycle/pedestrian counting devices |
|                                |                              |                                | Other   |

3. Please describe the existing condition of the project site and any problem(s) being addressed.

4. Please describe the work being done and improvements being made as part of this project.

5. What do you hope to achieve with this project?

## PART B-PROJECT DESCRIPTION

6. Please provide a site safety / crash history, and provide a source for this information.

Please describe any car-bicycle and car-pedestrian crashes on streets within 2-mile radius of the project (within the last 5 years). You may attach crash reports or summarize their results below.

7. Safety improvements to be included for this project: (Check all that apply)

<input type="checkbox"/>	Wide bike lanes (6'-7')	Buffer Zone, Width	<input style="width: 100%;" type="text"/>
<input type="checkbox"/>	Wide sidewalk (8' min.)		
<input type="checkbox"/>	Grade-separated crossing (overpass or underpass)		
<input type="checkbox"/>	Signalized crossing	Other	<input style="width: 100%;" type="text"/>
<input type="checkbox"/>	Path lighting		
<input type="checkbox"/>	Shade		

8. How does this project improve upon an existing safety issue?

9. How does the project improve ADA facilities for persons with disabilities?

10. How does the project create a sense of place?

11. Connectivity: (Check all that apply)

<input type="checkbox"/>	Project fills a gap in the system
<input type="checkbox"/>	Project connects to other local facilities
	List of connected facilities:
	<input style="width: 100%;" type="text"/>
<input type="checkbox"/>	Multi Jurisdictional Project
	List of Participating Jurisdictions:
	<input style="width: 100%;" type="text"/>
<input type="checkbox"/>	Total length of facilities connected by this project (in miles)

12. Number of transit routes this project will connect to, and peak frequency\* of routes:

\*Use Valley Metro as source of peak route frequency

<input type="checkbox"/>	0	Within 1/4 mile
		List routes and frequency:
		<input style="width: 100%;" type="text"/>
<input type="checkbox"/>	0	1/4 mile to 1/2 mile
		List routes and frequency:
		<input style="width: 100%;" type="text"/>
<input type="checkbox"/>	0	1/2 mile to 1 mile
		List routes and frequency:
		<input style="width: 100%;" type="text"/>

## PART B-PROJECT DESCRIPTION

13. Number of transit stops or "flag stop" areas served by this project. If one stop serves 5 routes, it still only counts as 1 stop. Count each "flag stop" area as 1 stop (Tempe Orbit is an example of a "flag stop", where riders can "flag" the bus driver at any point on a given corridor instead of waiting at a specific stop)

0	Within 1/4 mile List: <div style="border: 1px solid black; height: 20px; width: 500px; margin-top: 5px;"></div>
0	1/4 mile to 1/2 mile List: <div style="border: 1px solid black; height: 20px; width: 500px; margin-top: 5px;"></div>
0	1/2 mile to 1 mile List: <div style="border: 1px solid black; height: 20px; width: 500px; margin-top: 5px;"></div>

14. Number of park and rides served by this project:

0	Within 1/4 mile List: <div style="border: 1px solid black; height: 20px; width: 500px; margin-top: 5px;"></div>
0	1/4 mile to 1/2 mile List: <div style="border: 1px solid black; height: 20px; width: 500px; margin-top: 5px;"></div>
0	1/2 mile to 1 mile List: <div style="border: 1px solid black; height: 20px; width: 500px; margin-top: 5px;"></div>

15. Number of transit centers served by this project:

0	Within 1/4 mile List: <div style="border: 1px solid black; height: 20px; width: 500px; margin-top: 5px;"></div>
0	1/4 mile to 1/2 mile List: <div style="border: 1px solid black; height: 20px; width: 500px; margin-top: 5px;"></div>
0	1/2 mile to 1 mile List: <div style="border: 1px solid black; height: 20px; width: 500px; margin-top: 5px;"></div>

16. Describe how this project will improve access from nearby neighborhoods and/or adjacent uses:

Proposed improvements to transit access:

17. Number of activity centers (parks, libraries, senior centers, recreational centers, etc.) this project will benefit:

0	Within 1/4 mile List: <div style="border: 1px solid black; height: 20px; width: 500px; margin-top: 5px;"></div>
0	1/4 mile to 1/2 mile List: <div style="border: 1px solid black; height: 20px; width: 500px; margin-top: 5px;"></div>
0	1/2 mile to 1 mile List: <div style="border: 1px solid black; height: 20px; width: 500px; margin-top: 5px;"></div>

## PART B-PROJECT DESCRIPTION

18. Number of commercial destinations (malls, retail centers, business parks, etc.) this project will benefit (for example, a mall is ONE destination; do NOT count every store in a mall as a separate destination):

<input type="text" value="0"/>	Within 1/4 mile
	List:
<input style="width: 500px;" type="text"/>	
<input type="text" value="0"/>	1/4 mile to 1/2 mile
	List:
<input style="width: 500px;" type="text"/>	
<input type="text" value="0"/>	1/2 mile to 1 mile
	List:
<input style="width: 500px;" type="text"/>	

19. Number of schools (public elementary, middle, and high schools, colleges, and universities) this project will benefit:

<input type="text" value="0"/>	Within 1/4 mile
	List:
<input style="width: 500px;" type="text"/>	
<input type="text" value="0"/>	1/4 mile to 1/2 mile
	List:
<input style="width: 500px;" type="text"/>	
<input type="text" value="0"/>	1/2 mile to 1 mile
	List:
<input style="width: 500px;" type="text"/>	

20. What are the demographics of the area served:

[MAG Demographic Mapping](#)

<input type="text" value="0"/>	People Per Square Mile
<input type="text" value="0"/>	% Income Less Than 25k
<input type="text" value="0"/>	% Age 65 And Older

Use the MAG Demographic Mapping link above. Zoom in to your project area. On the right-hand side of the screen, under "Reporting," select "Custom." Next, select "Corridor of Interest." Left-click to begin drawing. Draw a line through all census blocks adjacent to your project, left-clicking where needed to change the direction of the line Double-click to finish drawing the line. The selected census blocks will become highlighted in blue. A pop-up box will appear with "Results for Selected Block Groups." Select the "Summary Report" tab, and use the data found there. You may export the results to Excel (click the printer icon at the top-right side of the pop-up window) for your records.

21. Please provide the following information on the facility on which the improvement will be located.

For a linear project, please enter the Facility Name, Starting Limit and Ending Limit:	<input style="width: 350px; height: 40px;" type="text"/>
For a point project (e.g. an intersection or crossing), please enter a Facility Name and a Crossing Feature:	<input style="width: 350px; height: 40px;" type="text"/>
Federal Functional Classification of the Facility	<input style="width: 250px;" type="text" value="Major Arterial"/>
	<a href="#">Link to MAG webpage for Federal Functional Classification Map</a>
Type of Facility the Improvement will be located on	<input style="width: 280px;" type="text" value="Arterial Road"/>
<input style="width: 50px;" type="text" value="0"/> Length (in Miles)	
<input style="width: 50px;" type="text" value=""/> Posted Speed Limit (MPH)	
<input style="width: 50px;" type="text" value="n/a"/> Number of Travel Lanes	

## PART B-PROJECT DESCRIPTION

22. Please provide an estimated traffic volume (ADT) below. If project is not on a road (ex. Canal path), use nearest parallel arterial.

ADT Estimate

Date Counted

Name of road the traffic count was taken from

Description of Methodology and Source used for the ADT Estimate

23. Federal law requires that all federally funded projects comply with a federal environmental clearance. For projects that have a minimum ground disturbance, environmental surveys are required and an environmental document will need to be prepared, which typically requires 12 months to complete. Describe any known cultural, historical and biological resources, hazardous materials or other environmental issues that could affect work on the segment.

Describe any known cultural, historical and biological resources, hazardous materials or other environmental issues that could affect work on the segment.

24. Current ROW: (Check all that apply)

Agency owns all ROW Needed  
 ROW to be acquired  
 Owners will donate ROW

Agency owns easement  
 Agency has right-of-use (i.e. canal)  
 Condemnation may be required

25. Please describe any right of way issues associated with the project.

26. Current Utilities in or abutting the alignment: (Check all that apply)

No Utility in or abutting the alignment  
 Canals & Drainage  
 Power Lines & Cables

Pipelines, Sewer and Water  
 Private Structures  
 Other

27. Please describe any utility conflicts that will need to be addressed.

PART B-PROJECT DESCRIPTION	
28. Guidelines used to develop project: (Check all that apply)	
<input type="checkbox"/> AASHTO Guide for Bicycle Facilities <input type="checkbox"/> MAG Pedestrian Policies and Design Guidelines <input type="checkbox"/> MAG Complete Streets Guide <input type="checkbox"/> MAG Designing Transit Accessible Communities <input type="checkbox"/> NACTO Urban Bikeway Design Guide <input type="checkbox"/> RPTA Bus Stop Program and Standards	Other <input style="width: 100%;" type="text"/>
29. Jurisdiction has the following policies for improved bicycle/shared use facilities:	
With new development and capital improvement projects, bike lanes on arterial streets are:	<input type="text" value="Not Addressed"/>
With new development and capital improvement projects, bike lanes on collector streets are:	<input type="text" value="Not Addressed"/>
With pavement restoration or regular pavement maintenance on arterial streets, bike lanes are:	<input type="text" value="Not Addressed"/>
With new development or during development retrofits, shared-use paths are:	<input type="text" value="Not Addressed"/>
Bicycle program implemented, including bike education, safety events, and bike maps	<input type="text" value="Not Addressed"/>
Complete Streets Policy	<input type="text" value="Not Addressed"/>
30. The project is: (Check one)	
<input type="checkbox"/> Identified in General Plan, council adopted policy, or Capital Improvements Program (provide source) List: <input style="width: 100%;" type="text"/>	
<input type="checkbox"/> Consistent with general policy/practices, but not formally identified (provide source) Explain: <input style="width: 100%;" type="text"/>	
<input type="checkbox"/> Not addressed by jurisdiction's plans, policies, or practices	
31. Identify the organization(s) responsible for on-going maintenance and repairs of the project	
<input style="width: 100%; height: 100%;" type="text"/>	
32. How will the applicant measure the success of this project?	
<input style="width: 100%; height: 100%;" type="text"/>	
33. Will bicycle/pedestrian count technology be incorporated? Will the devices broadcast automatic updates or require manual data collection? If manual, how will the agency identify staff resources to dedicate to collecting the data?	
<input style="width: 100%; height: 100%;" type="text"/>	

## Part C - Required Attachments

Listed below are the required attachments for this project application. These attachments are intended to demonstrate the need of the project. They should clearly show the segment alignment and features that connect to other bicycle, pedestrian, and/or shared-use facilities, as well as washes, canals, railroad crossings, and other crossing features that may affect the project.

Please include each attachment as a separate .jpeg or .pdf file on your application CD. Please insert ALL attachments between Part B and Part D on your printed application, in the order they are listed below.

### Required Attachments:

1) Please attach a map with streets labeled showing the location(s) of the proposed project.

2) Please attach up to four photos indicating existing conditions in the project area (two 4x6 photos per page).

3) Please attach a simple diagram of the current typical cross section, including widths, of the segment that shows the right of way limits, sidewalks and shoulders (if any), and the lanes of travel.

### OPTIONAL Attachments:

(OPTIONAL) Attach up to two photos showing what the completed project will look like, if available (these can be photoshop, renderings, etc.).

(OPTIONAL) Attach any crash report(s) referenced in Part B, Section 2, #6.

(OPTIONAL) If the applicant will be providing a GIS coverage (shapefile or geodatabase), please see the tab labeled "GIS Transmittal Instructions"

**PART D - TRANSPORTATION ALTERNATIVES COST ESTIMATE FORM**

Please provide a detailed cost estimate for this project. The data entered in this cost estimate sheet will automatically transfer into the correct fields in Part E.

PART D - TRANSPORTATION ALTERNATIVES COST ESTIMATE FORM											
Please provide a detailed cost estimate for this project. The data entered in this cost estimate sheet will automatically transfer into the correct fields in Part E.											
Sponsoring Agency:	Project Title:	Application Date:									
Design Funding	Locally Funded										
Part	Item Description	Unit	Quan.	Unit Price	Total	Federally Eligible	Federal Funds (TBD%)	Local Funds (TBD%)	Note(s)		
A. Scoping (15% Preliminary Engineering Design)	1. SITE TOPOGRAPHIC SURVEY	LS	1	\$0.00	\$0.00	FALSE	\$0.00	\$0.00			
	2. PROJECT ASSESSMENT REPORT or DETAILED WORKPLAN	LS	1	\$0.00	\$0.00	FALSE	\$0.00	\$0.00			
	3. ENVIRONMENTAL DETERMINATION (Infrastructure projects, including technical supporting documents)	LS	1	\$0.00	\$0.00	FALSE	\$0.00	\$0.00			
	4. HAZMAT ASSESSMENT	LS	1	\$0.00	\$0.00	FALSE	\$0.00	\$0.00			
	<b>Subtotal Scoping (Part A)</b>				<b>\$0.00</b>			<b>\$0.00</b>	<b>\$0.00</b>		
B. Final Preliminary Engineering Design - Stages II, III, IV And PS&E	1. Plans, Special Provisions or Bid Manual, Cost Estimate & Schedules.	LS	1	\$0.00	\$0.00	FALSE	\$0.00	\$0.00			
	2. GEOTECHNICAL INVESTIGATION and Materials & Pavement Design Report	LS	1	\$0.00	\$0.00	FALSE	\$0.00	\$0.00			
	3. DRAINAGE REPORT	LS	1	\$0.00	\$0.00	FALSE	\$0.00	\$0.00			
	4. SWPPP	LS	1	\$0.00	\$0.00	FALSE	\$0.00	\$0.00			
	<b>Subtotal PE (Part B)</b>				<b>\$0.00</b>			<b>\$0.00</b>	<b>\$0.00</b>		
<b>Subtotal Preliminary Engineering (Part A + Part B)</b>					<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>			
C. Right-of-Way Acquisition	1. Right-of-Way Acquisition	LS	1	\$0.00	\$0.00	FALSE	\$0.00	\$0.00			
<b>Subtotal Right-of-Way Acquisition (Part C)</b>					<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>			
D. Utility Relocation	1. Utility Relocation	LS	1	\$0.00	\$0.00	FALSE	\$0.00	\$0.00			
<b>Subtotal Utility Relocation (Part D)</b>					<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>			
E. Construction Or Implementation [For Non-Infrastructure Projects (No Ground Disturbing Activities), Address Only Part 4]	1. Hardscape Construction	Installation Of SWPPP Measures		LS	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Site Preparation		LS	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Demolition	Sawcut	LF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Remove Structures and Obstructions	LS	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Remove Fencing	LF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Remove Structural Concrete	CY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Remove Asphaltic Concrete Pavement	CY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Remove Concrete Sidewalks, Slabs		CY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Hazmat Abatement		LS	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Retaining Wall - Reinforced Concrete Cantilevered		SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Earthwork	General Excavation	CY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Drainage Excavation	CY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Structural Excavation	CY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Structural Backfill	CY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Borrow (In Place)		CY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Curb & Gutter		LF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Aggregate Base		CY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Pathway Or Sidewalk Materials	Concrete	SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Colored Concrete	SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Stamped Color Concrete	SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Precast Concrete Pavers	SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Asphaltic Concrete	Ton	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Polymer or Resin Stabilized Surface	SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Crosswalk Enhancement	Concrete Pavers	SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Stamped Asphalt	SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Stamped Concrete	SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
			Concrete	SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Integral Color Concrete		SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Pedestrian ADA Ramp		SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Culvert Extensions		LF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
Pedestrian Lighting Including Conduit And Trenching		Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00			
Handrail	Standard	LF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00			
	Decorative	LF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00			
<b>Subtotal Hardscape Construction</b>					<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>			

**PART D - TRANSPORTATION ALTERNATIVES COST ESTIMATE FORM**

Please provide a detailed cost estimate for this project. The data entered in this cost estimate sheet will automatically transfer into the correct fields in Part E.

Sponsoring Agency:		Project Title:		Application Date:						
Design Funding		Locally Funded								
Part	Item Description	Unit	Quan.	Unit Price	Total	Federally Eligible	Federal Funds (TBD%)	Local Funds (TBD%)	Note(s)	
E. Construction Or Implementation [For Non-Infrastructure Projects (No Ground Disturbing Activities), Address Only Part 4]	2. Landscaping & Irrigation Items	Requirements	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Trees (15 Gallon Size)	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Trees (5 Gallon Size)	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Shrubs (5 Gallon Size)	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Shrubs (1 Gallon Size)	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Cactus (5 Gallon Size)	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Mulch	Decomposed Granite	CY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00
			Organic	CY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00
		Topsoil		CY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00
		Seeding		Acre	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00
		Turf Sod		SY	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00
		Boulders		Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00
		Irrigation System	Drip	SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00
			Turf	SF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00
		Sleeving For Irrigation System	Directional Bore	LF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00
			Cut and Patch	LF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00
		Landscape Header Curb		LF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00
	Landscape Establishment		LS	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
	Subtotal Landscaping & Irrigation Items					\$0.00		\$0.00	\$0.00	
	3. Site Furnishings	Benches	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Seatwalls	LF	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Bike Racks	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Trash Receptacles	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Drinking Fountains	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Signage (Standard Traffic Control)	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Tree Grates	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Subtotal Site Furnishings					\$0.00		\$0.00	\$0.00
	4. Other Construction Items. Also, Itemized Line Items For Non-Infrastructure Projects. (Insert Additional Rows If Necessary)	Bicycle and Pedestrian Counter	Each	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
				1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
				1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
				1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
				1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
				1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
				1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
				1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
		Subtotal Other Construction					\$0.00		\$0.00	\$0.00
		5. Mobilization And Administration Costs	Contractor Mobilization	LS	1	\$0.00	\$0.00	FALSE	\$0.00	\$0.00
	Traffic Control		LS	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
	Construction Survey & Layout		LS	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
	Construction Contingencies		LS	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
	Construction Administration		LS	1	\$0.00	\$0.00	TRUE	\$0.00	\$0.00	
	Subtotal Mobilization & Administration Costs					\$0.00		\$0.00	\$0.00	
	Subtotal Construction Or Implementation Cost (Part E)					\$0.00		\$0.00	\$0.00	
	F. Total Scoping, PE, Right-of-Way Acquisition, Utility Relocation, and Construction (Part A, B, C, D, and E)					\$0.00		\$0.00	\$0.00	
E. Adot Fee For Pe Reviews And Staff Charges (The higher of \$20,000 or 2% of Total Cost (Part F))					\$0.00	FALSE	\$0.00	\$0.00		
F. Total Project Cost Including ADOT Fees (Part D + Part E)					\$0.00		\$0.00	\$0.00		

# Attachment #1

## PART E - TOTAL PROJECT SCHEDULE AND BUDGET INCLUDING ALL SEGMENTS

Please verify that the cost and programming estimates for the total project (e.g. the cost to complete all planned segment improvements) is correct below. The numeric values on this sheet (GREY) are automatically populated from the cost estimate sheet (Part D) and cannot be modified. If there are any errors in the numeric values on this sheet, please verify the numbers you have entered into the cost estimate sheet (Part D). You MUST fill in the GREEN portions of Part E manually.

The design for the project should be programmed at least 1 year, preferably 2 years, prior to construction. Utilities and right of way should be programmed at least 1 year prior to construction, but may occur in the same year as construction depending on utility and right of way concerns that are identified in the segment description(s) in Part B(s).

Cost Estimate for the Project Including ALL Segments	Cost	Additional Notes (if needed)
1. ADOT Fee	\$0	
2. Design	\$0	
3. Right of way	\$0	
4. Utilities	\$0	
5. Construction	\$0	
6. Total Cost	\$0	

7. Will the agency maintain the improvement after it is completed?

8. Expected Annual Maintenance Cost

9. Identify Source of Maintenance Funds

Requested MAG Programming	Year	Local Funding Source	Local Cost	Federal Cost	Total Cost
10. Design			\$0	Not Available	\$0
11. ADOT Fee			\$0	Not Available	\$0
12. Right of way and Utilities			\$0	Not Available	\$0
13. Construction			\$0	\$0	\$0
14. Total Costs			\$0	\$0	\$0

## PART F - SIGNATURE AND CHECKLIST

## Checklist

This check list is included to facilitate applicant review and verification that all required fields in the form have been completed.

COVER SHEET	Complete?
Cover Sheet is completely filled out	
PART A - Contacts and Project Description Fields	Complete?
Contact Information, fields 1 – 5 are complete	
Project Description, fields 6 - 8 are complete	
Safe Routes to School, fields 9-11 are complete (if applicable)	
PART B - Project Description	Complete?
Transportation Alternatives Category, Section 1	
Project falls under one of the eligible criteria	
Project Description, Section 2	
Fields 1 - 11 (Project Description) are complete	
Fields 12– 16 (Transit and Access) are complete	
Fields 17 – 20 (Attractors and Demographics) are complete	
Fields 21 – 27 (Traffic, Environmental, ROW, and Utilities) are complete	
Fields 28 – 30 (Guidelines, Policies, and Plans) are complete	
Fields 31 – 33 (Maintenance and Performance Measurement) are complete	
PART C - Required Attachments	Complete?
Field 1 - project map is provided in the printed application. Please include as .jpeg or .pdf in the electronic submittal.	
Field 2 - up to 4 photos of existing conditions are provided in the printed application (two 4x6 per page). Please include as .jpeg or .pdf in the electronic submittal.	
Field 3 - Cross-section(s) provided in the printed application. Please include as .jpeg or .pdf in the electronic application.	
(OPTIONAL)- Up to 2 photos/renderings of the completed project are provided in the printed application. Please include as .jpeg or .pdf in the electronic application.	
(OPTIONAL) - Crash report(s) are attached. Please include as .jpeg or .pdf in the electronic application.	
(OPTIONAL) - GIS coverage (shapefile or geodatabase) is provided in the electronic application.	
PART D - Cost Estimate Worksheet	Complete?
Sponsoring Agency, Project Title, and Application Date are complete	
Part A - Scoping is complete	
Part B - Final Preliminary Engineering Design is complete	
Part C - Right-of-Way Acquisition is complete	
Part D - Utility Relocation is complete	
Part E - Construction or Implementation is complete	
PART E - Total Project Schedule and Budget Including All Segment Fields	Complete?
Fields 1 – 6 are complete	
Field 7 - 8 are complete	
Fields 9 – 12 Years are complete	
Fields 9 – 12 Local Funding Sources are complete	
Fields 9 – 12 Local Costs are complete	
Field 9 - 12 Federal Costs are complete	
Field 13 Total Costs is complete	
PART F - Signature and Checklist	Complete?
Entire checklist is completed.	
Form is signed by MAG member agency's manager/administrator or designated representative.	
Name, title and date fields under the signature are completed.	
(SAFE ROUTES TO SCHOOL PROJECTS ONLY) - Additional signatures and related name, date, and title are completed.	

## SIGNATURE(S):

As the MAG member agency's manager/administrator or designated representative, I certify that this application is accurate and complete and that the project will be included in the sponsoring MAG member agency's local CIP/TIP if the project is selected for federal funding.

Signature:	
Name:	
Title:	
Date:	

### Complete the following ONLY if this is a Safe Routes to School Project.

Note: All signatures indicate an agreement in principle and a partnership on this project between the applicant and the signing organization. Although not all signatures are required, applications that include more signatures will be ranked higher

**School/Site Official (required):**

(Principal, assistant principal, teacher-in-charge, PE Teacher)

Signature:	
Name:	
Title:	
Date:	

**School District official (required):**

Signature:	
Name:	
Title:	
Date:	

**Law Enforcement Official (required):**

Signature:	
Name:	
Title:	
Date:	

## TRANSMITTAL INSTRUCTIONS and SCHEDULE

The due date and time for project applications to be submitted to MAG is **TBD**.

**Member agencies are to:**

**1) Submit TEN printed, signed, and complete applications to MAG.**

Please verify that the application is COMPLETE and signed in Part F. Please also verify that all Required Attachments (Part C) are included between Part B and Part D of the printed application.

**2) Submit one CD with complete Excel application and all Required Attachments (Part C) to MAG.**

Please verify that the entire, completed Excel application is on the CD, as well as all attachments as required in Part C of the application.

To submit ten printed, signed, and complete applications, and one CD with complete Excel application and all Required Attachments (Part C) to MAG, the applicant can mail to (at MAG offices by **TBD**) or drop off application at:

Maricopa Association of Governments  
ATTN: Maureen DiCindis,  
302 N. 1st Avenue, Suite #300,  
Phoenix, AZ 85003.

## Instructions for the Submittal of GIS Data for TA Funding Applications

It is preferred that, when possible, member agencies submit GIS data representing the locations of projects defined in their TA Applications. For member agencies unable to meet this requirement, MAG staff is available to assist in this area.

### **Submission Requirements**

GIS Data – For each geometry type (point, line, polygon), please provide a single GIS shapefile or feature class for your jurisdiction. Example: if you are submitting Project Applications that are for both linear features (bike lanes) and point features (crossings), you would submit a total of two shapefiles or geodatabase feature classes along with your Project Application.

File Formats – Agencies that are able to submit GIS data along with CMAQ Applications shall provide the data in one of three formats that are compatible with ESRI products: (1) shapefile, (2) Personal Geodatabase, or (3) File Geodatabase.

Spatial Reference – The preferred spatial reference system of submitted GIS data is State Plane Arizona Central NAD 83 HARN.

Attributes – All GIS data submitted shall, at a minimum, have the following attributes:

- PROJECT\_TITLE – the name of the project; this should be the same as the Project Title in the Project Application
- LOCATION – (optional) a description of the location of the project. Linear features should be described by their start and end locations. Polygon features should be described using streets, water courses, canals, city boundaries, or other landmarks as a means of describing the location of the project.

**ATTACHMENT TWO**

**TENTATIVE SCHEDULE FOR  
CALL FOR PROJECTS (Jurisdictions) and  
ON-CALL CONSULTING SERVICES FOR Design Assistance**

March 2013	Draft RFQ and public notice reviewed by Division Manager. If federal \$, request ADOT DBE Goal Request Form from Fiscal Services and complete.
March 2013	Draft RFQ public notice, and ADOT DBE Goal Request Form reviewed by Fiscal Services Division and legal counsel (if necessary).
March 2013	DBE Manager send to ADOT DBE Goal Request to ADOT CRO [if federal \$ - up to 10 business day turn around - contingent upon accurate submission.]
March 2013	Fiscal-Place DBE goal in RFQ. Contract Specialist submits public notice to MAG Office Services Supervisor for publication. Advertisement published in the Republic and one minority newspaper and to Web Specialist to be posted on MAG's Web site. (Web postings should be on same day as newspaper publishing).
May 24, 2013	Forward public notice of RFQ. (Copy delivered to publishers at least 3 business days prior to publish date)
May 30, 2013	<ul style="list-style-type: none"> <li>• Public notices published in newspapers and posted on MAG's Web site.</li> <li>• <b>Request for Design Asst project applications are sent to member agencies.</b></li> </ul>
June 12, 2013 at 10:00 a.m. AZ time	Deadline for written questions. (8 working days prior to closing date)
June 19, 2013 at 10:00 a.m. AZ time	Deadline for responses to written questions. (5 working days prior to closing date)
June 27, 2013 at 10:00 a.m. AZ time	<ul style="list-style-type: none"> <li>• SOQs are due to MAG at 302 N. First Avenue, Suite 300, Phoenix, AZ 85003, (at least 28 days after public notices are published). SOQs are received and distributed to evaluation team. SOQs are NOT opened publicly and read.</li> <li>• <b>25 copies of each project application are due to MAG</b></li> </ul>
June 27, 2013	Distribute conflict of interest/disclosure forms to evaluation team. Prior to review of Statements of Qualification by evaluation team. Need signed form returned to MAG before Statements of Qualification are sent out to team.
June 27, 2013	<ul style="list-style-type: none"> <li>• SOQs received are distributed to members of the evaluation team - either hand-deliver, FedEx, or e-mail.</li> <li>• <b>One set of project applications will be sent out to voting members of the MAG Bike/Ped Committee</b></li> </ul>
July 11, 2013 at 10:00 a.m. AZ time.	Evaluation team meets to review SOQs. Consensus reached by evaluation team regarding CONSULTANT selection. Verify DBE goal commitment form if applicable.
July 16, 2013 at 1:30 p.m.	<ul style="list-style-type: none"> <li>• Review and recommendation for approval by MAG technical committee (Bike and Ped Committee)</li> <li>• <b>Project applications are presented, reviewed and recommended for approval to TRC, Management and Regional</b></li> </ul>

	<b>Council</b>
July 17, 2013	<b>Email agenda item for project applications for August TRC meeting</b>
August 22, 2013 at 10:00 a.m.	<b>Transportation Review Committee recommendation of Project Applications</b>
September 11, 2013 12:00 Noon	MAG Management Committee potentially makes recommendation to the Regional Council Executive Committee for Consultant Selection and <b>Project Selection list.</b>
September 16, 2013 12:00 Noon	MAG Executive Committee potentially approves On-Call Consultants.
September 25, 2013 11:30 am	<b>MAG Regional Council approves project selection.</b>
October/November 2013	Jurisdictions choose consultant's and send to Contract Specialist - Fiscal Services.
November/December	Legal counsel review.

**FY 2014 Application  
Design Assistance Projects  
(For Bicycle and Pedestrian Facilities)**



**Due: Thursday, June 27, 2013 at 10:00 a.m.  
(LATE APPLICATIONS WILL NOT BE ACCEPTED)**

**Amount Available: \$300,000**



**MAG DESIGN ASSISTANCE APPLICATION**  
**DESIGN ASSISTANCE Funding Available for Federal Fiscal Year 2014**

**General Instructions:**

This Excel form is to be used to request Design Assistance funding available through the Maricopa Association of Governments (MAG) for Federal Fiscal Year (FFY) 2014.

This application form includes:

- General Instructions
- Project Eligibility
- FHWA Policy for Repayment of Preliminary Engineering (PE) Costs
- MAG Disadvantaged Business Enterprise (DBE) Requirements
- Cover Sheet
- Part A - Contact and Project Overview,
- Part B - Project Description
- Part C - Attachments
- Part D - Project Costs
- Part E - Checklist and Signature Page

Each part is a separate tab of this excel file. Please complete the Cover Sheet and Parts A - E.

**Deadlines and Transmittal Instructions:**

Twenty-five (25) bound or stapled copies of a printed, complete and signed application must be received in the MAG offices by **10:00 a.m. Thursday, June 27, 2013**. The application must also include a CD with the Excel application and all Required Attachments (Part C).

Mail or hand-deliver all applications to MAG offices at:

Maricopa Association of Governments  
ATTN: Maureen DeCindis  
302 N. 1st Avenue, Suite #300  
Phoenix, AZ 85003

**Late applications will not be accepted.**

If member agencies need additional information or have questions, they should contact Maureen DeCindis at (602) 254-6300 or by e-mail at [mdecindis@azmag.gov](mailto:mdecindis@azmag.gov)

## PROJECT ELIGIBILITY

All projects submitted are required to satisfy the most recent eligibility requirements outlined under official Congestion Mitigation and Air Quality Improvement (CMAQ) Program Guidance under Moving Ahead for Progress in the 21st Century (MAP-21). The most recent Interim Program Guidance, to date, was released on October 31, 2006. If Federal funds are used to construct the project, jurisdictions must address the requirements of the National Environmental Protection Act of 1969 (NEPA).

**According to the Federal Highway Administration (FHWA), activities to develop the scoping phase/preliminary engineering for a project through the Design Assistance program may include:**

- Location, project area, length or size
- What is the need? Who will benefit?
- Design concepts or renderings
- Maps, graphics and photographs
- Coordination with nearby projects, other agencies and stakeholders
- Preliminary estimates of cost
- Preliminary review of environmental issues, impacts or constraints
- Preliminary review of anticipated utility impacts and drainage issues
- Preliminary look at right-of-way both existing and needed

Categories include:

**1. Completion of the Regional Shared-Use Path and Canal Network, including:**

- Designated school or shared-use path crossings
- Mid-block crossings, not limited to pedestrian refuge islands and HAWK beacons
- Grade-separated crossings, such as underpasses and overpasses
- Facilities to provide access to regional shared-use path network

**2. Bicycle and Pedestrian Access to Transit, including:**

- Assessment of a one-mile radius around existing transit corridor to identify gaps and propose solutions for pedestrian and bicycle access to the transit facilities
- Assess the feasibility of constructing a bicycle, pedestrian, or shared-use facility

**3. Bicycle and Pedestrian Facilities, including:**

- Feasibility of constructing a bicycle, pedestrian, or shared-use facility including along the existing regional path and canal network
- Gap filling/creating links, such as cul-de-sac connections and sidewalk easements between isolated neighborhoods
- Sidewalk improvements; bike lanes/paths and shoulders

Studies/Project Assessment/Preliminary Engineering projects will reference the MAG Pedestrian Design Guidelines, the MAG Bikeway Masterplan, the MAG Complete Streets Guide, the National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide, and American Association of State Highway and Transportation Officials (AASHTO) Standards. Studies will also include pertinent information essential to apply for funding through CMAQ Transportation Improvement Program (TIP) and the MAG Transportation Alternatives program.

## **FHWA POLICY FOR REPAYMENT OF PRELIMINARY ENGINEERING (PE) COSTS**

The FHWA must require repayment of all Federal-aid reimbursements for Preliminary Engineering projects, including those authorized under the Advance Construction provision, when either right-of-way acquisition or construction has not started by the close of the 10th fiscal year following the fiscal year when the project was authorized.

The FHWA cannot grant an outright waiver of 23 U.S.C. 102(b). However, the FHWA may approve a State's request for a time extension to complete PE activities on a project that has been delayed for valid reasons.

The FHWA has a longstanding practice of not mandating repayment of PE funds when project termination is directly related to compliance with another Federal law. For instance, repayment of reimbursed PE costs would not be required if the FHWA and a State determine that a project should not be advanced as a result of findings during the National Environmental Policy Act (NEPA) process. To do otherwise could skew the NEPA process by causing a State to favor a "build" alternative to avoid repaying PE costs incurred during the NEPA review.

## **MAG DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENTS**

Maricopa Association of Governments, as a Sub-recipient of Federal financial assistance, will administer and manage its contracts (from advertising, consultant selection, negotiation, contract execution, processing payment reports and contract modifications and audits) for DBE compliance (e.g., reporting and monitoring)

Maricopa Association of Governments (MAG) has adopted ADOTs DBE program and will ensure compliance with 49 CFR Part 26. It is the policy of ADOT to ensure that DBEs have an equal opportunity to receive and participate in USDOT-assisted contracts. It is also the policy of ADOT:

- To ensure nondiscrimination in the award and administration of USDOT-assisted contracts;
- To create a level playing field on which DBEs can compete fairly for USDOT-assisted contracts;
- To ensure that the DBE program is narrowly tailored in accordance with applicable law;
- To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are counted as DBEs;
- To help remove barriers to the participation of DBEs in USDOT-assisted contracts; and
- To assist in the development of firms that can compete successfully in the market place outside the DBE

Each Design Assistance contract with a Consultant will have DBE component.

INSERT PHOTO OF PROJECT AREA  
EXISTING CONDITIONS HERE

DESIGN ASSISTANCE APPLICATION for  
FY 2014

ENTER PROJECT NAME

ENTER MAG MEMBER AGENCY NAME

**APPLICATIONS ARE DUE AT MAG OFFICES BY  
10:00 AM ON THURSDAY, JUNE 27, 2013**

**DESIGN ASSISTANCE FY 2014 APPLICATION**

:

**PART A - CONTACT AND PROJECT DESCRIPTION**

**Contact Information**

1. Name of Sponsoring Agency

2. Agency Contact Name

3. Phone Number of Agency Contact

4. E-Mail Address of Agency Contact

5. Mailing Address of Agency Contact

**Project Description**

6. Please provide the Project Title.

7. Please provide the amount of funding requested:

8. Please provide a specific description of the project:

9. Please provide the project limits:

**PART B - PROJECT DESCRIPTION**

1. What type of project is this? (Check only one)

- |  |  |
|--|--|
| <input type="checkbox"/> Bicycle lane (4' min. w/o curb/gutter)  | <input type="checkbox"/> Sidewalk (5' min.)                    |
| <input type="checkbox"/> Bicycle lane (5' min. with curb/gutter) | <input type="checkbox"/> Wide Sidewalk (8' min.)               |
| <input type="checkbox"/> Shared-use path (10' min.)              | <input type="checkbox"/> Detached Sidewalk with 4' min. buffer |
| <input type="checkbox"/> Grade-separated crossing                | <input type="checkbox"/> Midblock Crossing                     |

2. Please describe the existing condition of the project site and any problem(s) being addressed. (Why is this project needed?)

3. How does the project improve ADA facilities for persons with disabilities?

4. How will this project benefit low-income residents?

5. How will this project benefit minority residents?

6. How will this project benefit elderly residents?

7. How will this project benefit school children?

8. Connectivity: (Check all that apply)

- Project fills a gap in the regional system
- Project connects to other local facilities  
List the connected facilities:
- Multi Jurisdiccional Project  
List of Participating Jurisdictions:
- Total length of facilities connected by this project (in miles)

9. Describe how this project will improve access from nearby neighborhoods and/or adjacent uses:

10. What are the demographics of the area served: [MAG Demographic Mapping](#)

People Per Square Mile

% Income Less Than 25k

% Age 65 And Older

Use the MAG Demographic Mapping link above. Zoom in to your project area. On the right-hand side of the screen, under "Reporting," select "Custom." Next, select "Corridor of Interest." Left-click to begin drawing. Draw a line through all census blocks adjacent to your project, left-clicking where needed to change the direction of the line Double-click to finish drawing the line. The selected census blocks will become highlighted in blue. A pop-up box will appear with "Results for Selected Block Groups." Select the "Summary Report" tab, and use the data found there. You may export the results to Excel (click the printer icon at the top-right side of the pop-up window) for your records.

11. The project is: (Check one)

Identified in General Plan, council adopted policy, or Capital Improvements Program (provide source)  
List:

Consistent with general policy/practices, but not formally identified (provide source)  
Explain:

Not addressed by jurisdiction's plans, policies, or practices

12. List the community partners that will be supporting the development and promotion of this project. Include city departments that will also be supporting the project.

13. Does the jurisdiction have a dedicated staff person to manage the project? Which city department will be responsible to provide information to the consultant?

14. Does the jurisdiction have base information available (topo survey, aerial photography, ALTA survey in electronic/digital format, easement information, utility placement information)?

## **Part C - Attachments**

Please include the following attachments. These attachments should be included in between Part B and Part D in your printed application submission.

1. Please attach a map with street names clearly showing the project area boundaries and surrounding land uses.

2. Aerial photos (if available)

3. Photographs with captions of the study area showing the problems/issue

**PART D - PROJECT COSTS**

1. What is the approximate cost for 15% preliminary plans\* for this project? Estimate cost for each task below:

	Scope of Work
	Stakeholder and Core Team Meetings
	Data Collection
	Data Analysis
	Project Assessment Report (Draft)
	Project Assessment Report (Final)
	Executive Summary and Regional Significance Report
\$0	<b>TOTAL COST ESTIMATE FOR 15% PRELIMINARY PLANS (SHOULD MATCH PART A, #7)</b>

\*15% Preliminary Plans generally include:

- Project Information (location, description, map)
- Background data including the need for the project
- Project Scope (length, type of work, how it is to be constructed)
- Project Development
- Environmental overview
- Geotechnical and drainage requirements
- Critical outside agency involvement
- Preliminary Right-of-Way requirements
- Preliminary Utility relocation requirements
- Preliminary Traffic requirements
- Seasonal consideration
- Design Criteria
- Itemized Cost Estimate
- Schedule
- Preliminary Plans
- Preliminary Pathway Horizontal Layout
- Typical Sections
- Preliminary Aesthetic Concept
- Information on potential funding sources
- Executive Summary

2. What is the anticipated cost for the whole project (inc. design, ROW, utilities, construction, etc)?

2. Are there designated funds for construction of this project? If yes, what funding sources have been identified?

3. If funding has NOT been identified for construction of the project, what efforts have been made to identify funds that could be used for this project?

4. Are there funds for maintenance? Who has the responsibility for maintenance?

5. Is an easement required for this project? If YES, please attach a Property Owner Letter of Support.

**PART F - SIGNATURE AND CHECKLIST**

**Checklist**

This check list is included to facilitate applicant review and verification that all required fields in the form have been completed.

<b>COVER SHEET</b>	<b>Complete?</b>
Cover Sheet is completely filled out	
<b>PART A - Contacts and Project Description Fields</b>	<b>Complete?</b>
Contact Information, fields 1 – 5 are complete	
Project Description, fields 6 - 9 are complete	
<b>PART B - Project Description</b>	<b>Complete?</b>
Fields 1 - 14 are complete	
<b>PART C - Attachments</b>	<b>Complete?</b>
Attachment 1 - Map with street names	
Attachment 2 - Aerial photos (if available)	
Attachment 3 - Photographs with captions of the study area showing the problems/issues	
<b>PART D - Project Costs</b>	<b>Complete?</b>
Fields 1-5 are complete	
<b>PART F - Signature and Checklist</b>	<b>Complete?</b>
Entire checklist is completed.	
Form is signed by MAG member agency's manager/administrator or designated representative.	
Name, title and date fields under the signature are completed.	

**SIGNATURE:**

As the MAG member agency's manager/administrator or designated representative, I certify that this application is accurate and complete and that the project will be included in the sponsoring MAG member agency's local CIP/TIP if the project is selected for federal funding.

Signature:	
Name:	
Title:	
Date:	

**ATTACHMENT #3**  
**Shared Use Path Regional Name and Wayfinding Signage**  
**Guidelines Consultant RFP**

**Background**

The Maricopa Association of Governments (MAG) is the designated Metropolitan Planning Organization (MPO) for transportation planning for the metropolitan Phoenix area. MAG is also the designated Air Quality Planning Agency for the region. The MAG membership consists of the 29 incorporated cities and towns within Maricopa County and the contiguous urbanized area, the Gila River Indian Community, the Salt River Pima-Maricopa Indian Community, Fort McDowell Yavapai Nation, Maricopa County, the Arizona Department of Transportation (ADOT), and the Citizens Transportation Oversight Committee (CTOC). ADOT and CTOC serve as ex-officio members for transportation-related issues.

One of the premier natural features in the Phoenix metropolitan region is the 670 miles off-street pathways. Many are located on the 181 miles of historic canals that represent the crossroads of culture, nature and transportation. Currently, at many locations where arterial and collector streets intersect the off-street pathways, wayfinding and street name signs are non-existent, not uniform, therefore resulting in a mis-match of options for bicyclists and pedestrians. The canals themselves have minimal signage indicating the name of canal.

MAG is requesting proposals from qualified consultants for the Off-Street Pathway Wayfinding Signage Guidelines. This work effort will develop wayfinding signage guidelines for the region's off-street pathway network that will be uniform across all local jurisdictions, while providing options to maintain the unique local character, names, and other signage that exist along the system today.

The off-street pathway network in the MAG region provides a quality non-motorized transportation experience that connects people to destinations via bicycling and walking. This off-street pathway network directly relates to the quality of life in the region. Across the US, investments are being made in many metropolitan areas to develop off-street, non-motorized pathways linked to housing, jobs, tourist attractions, natural lands, schools and parks as part of their overall economic development package to attract the "creative class" and "creative tourism."

Good signage programs play a large role in the perception and experience of a place. For visitors and residents, it can be the difference between a positive or negative experience that creates a reputation around a community. Wayfinding signage is one of the best and most visible opportunities to express a regional brand and vision. Such signage provides the basis for building awareness of and promoting the pathway system as a transportation network and as a destination worth experiencing.

The Off-Street Pathway Wayfinding Signage Guidelines will create a brand that has the potential to attract visitors, provide more connections for our residents, and showcase the quality of life the MAG Region values to potential employers. There is also potential to tie this regional asset to the national U.S. Bicycle Route System, encouraging increased tourism and commerce from cross-country bicyclists

The Off-Street Pathway Wayfinding Signage Guidelines proposed for the MAG region needs to be functional, aesthetically pleasing, and include universal design principles that consider the competitive visual environment and the physical limits of human vision. Any comprehensive signage package should include signs directing people to nearby destinations, including the time it will take to bike or walk there. Signage also needs to connect neighborhoods and destinations to the off-street pathway network. Smaller, human scale signs can be an extremely powerful tool for cities to help people find their way around an area, tell a story about a local site, and identify historic landmarks, that create a sense of place.

## ATTACHMENT #3

Please refer to the MAG Landmark webpage [geo.azmag.gov/maps/landmarks](http://geo.azmag.gov/maps/landmarks) for information on destinations such as schools, entertainment destinations, government buildings, community centers, public safety buildings, sports facilities, and visitor accommodations. In addition to these important destinations, consider including services and amenities such as internet access, cell phone access, showers, restrooms, bike storage, bike repair, laundromats, food, and bike shops in development of the Off-Street Pathway Wayfinding Signage Guidelines. Collaborative partners may include private companies and public agencies.

### **Task 1: Refine Scope of Work, Project Schedule, and Project Management Plan**

The CONSULTANT will hold a kick-off meeting and refine the Scope of Work and project schedule, and also prepare a project management plan that includes the appropriate quality assurance measures. In addition, throughout the course of this project, inquiry and discussion may result in some revisions to the Scope of Work and Project Schedule. As necessary, the CONSULTANT will refine the Scope of Work for this project based upon professional experience and input from MAG. The CONSULTANT will prepare documentation of any such revision, including a revised labor/dollar allocation and project task cost breakdown, and submit the revision to MAG for approval. This work will be performed under the general direction of the MAG project manager.

**Deliverable 1:** Study Work Plan, Revised Scope of Work, and Revised Project Schedule

### **Task 2: Conduct Review of Best Practices**

The CONSULTANT will conduct a review of the best practices of wayfinding signage of bike path networks in other comparable metropolitan areas and document the results. The CONSULTANT will research examples of smartphone apps or smartphone-enabled websites that allow for easy navigation of the off-street pathway network and connections to nearby destinations. The review should include a summary of findings.

**Deliverable 2:** Working Paper #1 - Wayfinding Best Practices Report

### **Task 3: Inventory Local Jurisdiction Sign Ordinances**

The CONSULTANT will conduct an inventory of the local jurisdiction sign ordinances to identify challenges and opportunities for implementing regional wayfinding signage recommendations at a local level.

**Deliverable 3:** Working Paper #2 - Local Jurisdiction Sign Ordinance Report

### **Task 4: Wayfinding and Sign Deficiencies**

Currently, at many locations where arterial and collector streets intersect the off-street pathways, wayfinding and street name signs are non-existent or not uniform, therefore resulting in a mis-match of options for bicyclists and pedestrians. The CONSULTANT will analyze the off-street system and categorize the deficiencies of signage in the system by type of intersections (path/path, path/arterial, path/collector, path/park, path/city center, etc.) These categories will include challenges and opportunities and lay the foundation for Task 5.

## **ATTACHMENT #3**

**Deliverable 4:** Working Paper #3 - Wayfinding and Sign Deficiencies

**Task 5:** **Develop Regional Wayfinding Sign Guidelines**

Based on the reviews of wayfinding best practices and local jurisdiction sign ordinances, the CONSULTANT will develop Regional Wayfinding Sign Guidelines for the MAG region, which will include recommended installation/placement. The CONSULTANT will address: how signage can educate and encourage more users; how signage can provide information on how to access transit and future bike share stations; how signage will connect the off-street pathway network to local neighborhoods, communities, and schools; how signage can speak to the history and culture of the region; and how the business community can be engaged to contribute to the success of this project including potential for funding to develop destination signage.

The CONSULTANT shall recommend locations for system maps throughout the regional network, at predictable locations for users to access, including a package of display options that can be adapted to local conditions. The CONSULTANT shall identify existing and planned trailheads and park-and-rides near the off-street network, and address how to incorporate wayfinding signage and system maps at these locations. The CONSULTANT shall develop recommendations that address the unique needs of different types of intersections (path/path, path/arterial, path/collector, path/park, etc.). The CONSULTANT shall also identify challenges to implementation of the guidelines, including potential conflict with local sign ordinances, and how to address those challenges.

**Deliverable 4:** Working Paper #4 - Regional Wayfinding Sign Guidelines

**Task 6:** **Develop a Brand Name for the Regional Off-Street System**

The CONSULTANT will work with the MAG Bicycle and Pedestrian Committee to develop one brand name for the overall off-street pathways network. This regional network branding shall complement, but not replace, existing local signage and names, such as the Paseo Trail or Heritage Trail, and possibly include a numbering convention for these corridors, similar to the numbering of state and U.S. highway systems.

**Deliverable 6:** Working Paper # 5 - Development of a Regional Brand Name

**Task 7:** **Final Report and Implementation Plan**

A final report, including documentation of data collection, complete wayfinding signage, system map, and regional network brand name recommendations, and future implementation of the wayfinding signage guidance, will be presented in a visually appealing manner.

In addition, the study and its final recommendations will be documented in an abbreviated form in an executive summary.

**Deliverable 7:** Final Report and Executive Summary

## ATTACHMENT #3

### Task 8: Study Record

Assemble all final products from the study tasks into a complete study record, both print and electronic formats, including text components in Microsoft Word, and .jpg formats of photos, maps, and graphics.

**Deliverable 8:** Study Record

### Deliverable Products

The products of this project are listed below. Each working paper should present information in a succinct manner with extensive use of tables, matrices and drawings. The working papers ultimately will be consolidated into a final report. An administrative draft of each working paper will be submitted in both electronic and hard copy format to the MAG project manager for review. Comments from the MAG project manager will be incorporated into the working paper by the CONSULTANT, before it is distributed for external review (25 hard copies and one electronic version of each revised working paper). Comments received during the external review process will be incorporated into the working paper by the CONSULTANT, which will then become a chapter in the draft final report.

<b>Deliverable 1:</b>	Study Work Plan, Revised Scope of Work, and Revised Project Schedule
<b>Deliverable 2:</b>	Working Paper #1 - Wayfinding Best Practices Report
<b>Deliverable 3:</b>	Working Paper #2 - Local Jurisdiction Sign Ordinance Report
<b>Deliverable 4:</b>	Working Paper #3 - Wayfinding and Sign Deficiencies
<b>Deliverable 5:</b>	Working Paper #4 - Regional Wayfinding Sign Guidelines
<b>Deliverable 6:</b>	Working Paper # 5 - Development of a Regional Brand
<b>Deliverable 7:</b>	Final Report and Executive Summary
<b>Deliverable 8:</b>	Study Record