

## FY 2009-10 COMMUNITY-BASED TRANSPORTATION PLANNING APPLICATION

An electronic version of this application is available at the following web site:  
<http://www.dot.ca.gov/hq/tpp/grants.html>

- ✓ Application length – 20 page maximum – includes all documents **except** letters of support
- ✓ Double spaced, 12 pitch font
- ✓ No binding, use one staple

**Required documents**

- Signed Application, Scope of Work (See Question 8, on page 30), Project Timeline, Local Resolution, map of project area, digital photographs of project area (when applicable). Failure to include any of these required documents may result in a reduced application score.

Submit five signed hard copies and one electronic copy on a CD (Microsoft Word and Excel) of the entire Application and all documents, including the Required Documents listed above.

<b>PROJECT TITLE</b>	<b>Contra Costa Boulevard Corridor Concept Study</b>
<b>PROJECT LOCATION (city(ies) and county(ies))</b>	City of Pleasant Hill and City of Concord, Contra Costa County

	APPLICANT	SUB-RECIPIENT(S)*								
<b>Organization</b>	City of Pleasant Hill									
<b>Contact Person (include salutation and title)</b>	Mr. Troy Fujimoto, Senior Planner									
<b>Mailing Address</b>	100 Gregory Lane									
<b>City</b>	Pleasant Hill									
<b>Zip Code</b>	94523									
<b>E-mail Address</b>	tfujimoto@ci.pleasant-hill.ca.us									
<b>Telephone Number</b>	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 5%;">Area Code</td> <td style="width: 10%;">925</td> <td style="width: 10%;">Number</td> <td style="width: 15%;">671-5224</td> </tr> </table>	Area Code	925	Number	671-5224	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 5%;">Area Code</td> <td style="width: 10%;"></td> <td style="width: 10%;">Number</td> <td style="width: 15%;"></td> </tr> </table>	Area Code		Number	
Area Code	925	Number	671-5224							
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FUNDING INFORMATION	
<b>Grant Funds Requested</b>	\$180,000
<b>Local Match (See sample calculation on Page 24)</b>	
Cash	\$18,000
In-Kind	\$18,000
<b>Source of Local Match</b>	City of Pleasant Hill
<b>Other Funding</b>	\$
<b>Total Project Cost</b>	\$216,000

LEGISLATORS IN PROJECT AREA	
State Senator(s) (name and district)	Assembly Member(s) (name and district)
Mark DeSaulnier, District 7	Nancy Skinner, District 14

\* For assistance with determining the legislators for the project area,  
visit:[http://www.legislature.ca.gov/legislators\\_and\\_districts/legislators/your\\_legislator.html](http://www.legislature.ca.gov/legislators_and_districts/legislators/your_legislator.html)

Attach additional pages if necessary (this attachment will not be included in the 20 page maximum).

- ☞ *Enter answers in the area provided below each question*
- ☞ *Points that will be used for scoring are included as part of the question (100 points possible)*

**1. Project Summary (maximum of 60 words) (5 points)**

A. Briefly summarize project.

The Contra Costa Boulevard Corridor Concept Study will encompass a study of Contra Costa Boulevard and ultimately provide recommendations related to transportation improvements that will improve the appearance, mobility, sustainability and livability of the corridor. Recommendations will be related to landscape and lighting improvements, improving pedestrian, bicycle and handicap (ADA) facilities, traffic light synchronization, revised lane configuration, and other related corridor improvements.

**2. Project Description (maximum of 1 page) (15 points)**

A. Define the project (5 points)

B. Briefly describe the project area (e.g. urban/rural/suburban setting, geographic characteristics, location, etc. (5 points)

C. List the project's anticipated accomplishments and final deliverables. (5 points)

Project Definition

The project will include the creation of a Contra Costa Boulevard Corridor Concept Study. The study will include roadway improvements (lane configuration), landscape improvements (median and sidewalk), gateway improvements, traffic light improvements, intersection improvements, sidewalk and handicap (ADA) improvements and transit improvements include potential new bus turnouts. The document will also include specific recommendations including intersection layout, roadway cross-sections including lane, median and landscape widths. The goals of the study will be to improve flow and mobility through the corridor, provide alternative modes of transportation access, and improve the appearance of the corridor through landscape, gateway and lighting improvements.

Project Area

Contra Costa Boulevard is approximately 3.5 miles long and runs north to south from Oak Park Boulevard at the south end to Second Avenue at the north end. The general area of Contra Costa Boulevard is in the eastern portion of the City of Pleasant Hill. The area is relatively flat without any outstanding physical formations.

The boulevard extends through Downtown Pleasant Hill and mostly encompasses commercial areas; however, it does abut residential areas including the neighborhoods of Gregory Gardens, College Park and West Sherman Acres. These residential areas contain mostly single family homes. In general the City is a suburban city and the area has this suburban feel with low rise development consisting to commercial areas abutting the boulevard with single-family residential behind.

Project's Anticipated Accomplishments and Final Deliverables

The major accomplishments can be broken up into three different components. The first component is public outreach and input. The second component includes analyzing the public input and data received and the last component is preparation of the Corridor Concept Study for subsequent adoption. Deliverables include a summary of the public input that was received as part of the public outreach process. Another deliverable will be the Corridor Concept Study that will include a traffic analysis of the corridor.

**3. Project Justification (maximum of 1 page) (10 points)**

- A. List and describe the problems and/or deficiencies that the project is attempting to address. (5 points)
- B. Describe how the project will address the identified problems and/or efficiencies. (5 points)

Existing Condition – Problems/Deficiencies

Contra Costa Boulevard is currently a 4 to 6 lane arterial street that bisects the City of Pleasant Hill in a north to south direction. It is an important travel corridor for the City, and also carries flow from adjacent cities and areas (Pacheco, Walnut Creek, Concord). The street is in most of its original built state and what was once a two lane road has over the years turned into a major arterial that is often used as an alternative to Interstate 680, especially during times of heavy congestion on the freeway.

The street is currently not pedestrian or transit friendly and often does not facilitate free-flowing traffic. Portions of the street do not have sidewalks, meaning pedestrians are not able to walk the entire stretch from south to north and are often forced to walk in landscape areas or cross the street to where there may be a sidewalk to use. Bicycle lanes are not present along the street and portions of the boulevard are narrow and would make bicycle use difficult.

Traffic flow through Contra Costa Boulevard is relatively congested, especially during peak travel period. The street does not have consistent vehicular flow through the boulevard and the fact that traffic lights are not synchronized well does not help to facilitate traffic flow. Also contributing to the congestion is bus use and the fact that there are very few bus turnouts in the street, which means that buses are forced to at least partially block travel lanes which contribute to congestion of the area. The number of lanes of traffic varies in size from 4 lanes to 6 lanes and often creates confusion and congestion because of the changes in lane sizes. There are multiple locations where lanes go from 4 to 6 and then back to 4 and then back to 6.

Because of the age of the boulevard, landscaping is not consistent or even provided in certain areas of the corridor. The lack of landscaping helps to discourage pedestrians from using the corridor. Lastly, there are areas of the corridor that could benefit from ADA improvements.

Project Fixes

It is the expectation of the concept study to address all of the issues mentioned above. The study would include roadway sections that would improve landscaping and sidewalk improvements. The roadway sections would be appropriate for different portions of the corridor. The study would also include intersection improvements that would provide recommendations to improve the interface of vehicles and pedestrians.

The study would also include a comprehensive landscape treatment for the entire corridor that would help to improve the overall appearance of the corridor and will encourage pedestrian use. The study will also identify areas that need pedestrian and handicap improvements and provide conceptual design solutions.

The study would also identify areas suitable for bus turnouts, and bicycle lanes or routes. The concept study would be a comprehensive document that could be used when development is proposed throughout the corridor and would help to ensure that improvement of the corridor occurs in a coordinated fashion.

The concept study would include a traffic analysis/study that would help to identify potential improvements that would help to improve traffic flow through the corridor. This will also promote the efficient movement of people, goods and services. Based on recommendations/conclusions of the study proper improvements can be identified to address congestion, deficient traffic flow and traffic movement.

**4. Grant Program Objective (maximum of 1 page) (20 points)**

A. How does the proposal involve conceptual-level plans or study activities that encourage community-based stakeholder collaboration, partnership, and consensus building through active public engagement? What is the coordinated transportation land/use or mobility objective? How does the proposal support livable/sustainable community concepts and promote community identity and quality of life?

Encourage Community Collaboration and Consensus Building

The Corridor Concept Study includes components that encourage community participation including surveys and workshops. The early stages of the project include meetings with various stakeholders and brings them into one room where it can encourage consensus building. Having a workshop where people can talk freely and others can hear issues that may not be specific to every stakeholder group will help to begin building understanding between potential competing interests. Multiple meetings will allow time for the right and appropriate solution regarding any conflicts that are identified. In addition, having extensive and early public outreach and input, will ultimately create a larger sense of ownership of the final corridor concept study by those that participated in the early stages.

Coordinated Transportation Lane Use or Mobility Objective

The coordinated transportation mobility objective will be to improve vehicle, pedestrian, bicycle and transit mobility through the corridor. By improving flow and connectivity in the corridor, it will also have the ancillary impact of improving flow in adjacent streets and connections. The study will also ensure that all different components of modes of transportation are analyzed in coordination with each other and not a piece-meal fashion that often lends importance to the vehicle.

Livable/Sustainable Community Concepts and Promote Community Identity and Quality of Life

The Contra Costa Boulevard Corridor Concept Study will support livable/sustainable community concepts by providing improved pedestrian and bicycle access where currently there is none or where it is unconnected. Encouraging alternative modes of transportation, supports a more livable and sustainable community that encourages a reduction of use of fossil fuels.

The new landscape treatment will also help to offset some greenhouse gases and will turn the otherwise unattractive corridor into an improved, attractive corridor that will instill pride from the community. The improvements will contrast with the adjacent portions of the corridor that are outside the City and will provide identification of arrival into the City of Pleasant Hill. The study will also incorporate special gateway treatments that will also help to identify the City of Pleasant Hill.

The improvements will improve the quality of life for residents that live adjacent to the corridor and those that use the corridor. Different landscape themes can be used throughout the corridor which can help to provide identity to different areas of the City that the street passes through, while still maintaining an overall coordinated theme.

**5. California Transportation Plan (CTP) Goals (maximum of 2 pages) (10 points)**

**Address two or more of the following CTP Goals:**

- A. Improve Mobility and Accessibility: Expanding the system and enhancing modal choices and connectivity to meet the State's future transportation demands—

The Corridor Concept Study will help to expand the usability of Contra Costa Boulevard. Currently the corridor is mainly used by vehicles and transit. The study will help to encourage other modes of transportation including pedestrian and bicycle use. These other improvements will expand the use of corridor to other users besides vehicles.

In addition, improving capacity of the street through improving flow through the corridor will help to enhance the life of the current facility without requiring costly expansion. The improvements identified in the study will increase accessibility and use of the corridor, thus, reaping the best and highest use of the corridor. The improvements identified in the corridor concept study may also provide additional vehicle capacity to the existing boulevard by improving the traffic flow and reducing congestion in the corridor.

- B. Preserve the Transportation System: Maintaining, managing, and efficiently utilizing California's existing transportation system—

The Corridor Concept Study will increase the utility of the corridor by providing enhances pedestrian, bicycle facilities and provide improved flow through the corridor which could over the long-term accommodate additional vehicles through the corridor. This will help to maximize the use of the corridor without requiring costly expansion of the street. Other improvements identified as part of the study will improve the appearance of the corridor and potentially include improvements that will cost less over the long-term to maintain.

- E. Reflect Community Values: Finding transportation solutions that balance and integrate community values with transportation safety and performance, and encourage public involvement in transportation decisions—

The Corridor Concept Study process will have a public involvement and outreach component that will encourage participation. The process will include surveys, workshops and meetings that will be used to receive public input into the creation of a concept study. The public input will be reflected in the creation of the study and incorporate community desires and preferences into the recommendations/conclusions. Having these outreach solutions will encourage public involvement as we will be proactive in having the public and stakeholders participate in the process.

The study will analyze and recommend solutions that will enhance safety regarding interaction between vehicle and bicycle or pedestrian uses (such as having landscape buffers to separate the uses). The study will also include recommendations to improve the performance of the street to help accommodate increased transportation usage within the corridor while improving mobility and congestion, thus, decreasing travel times.

**6. Public Participation (maximum of 2 pages), (20 points)**

- A. Identify the project stakeholders (i.e. low-income and minority communities, Native American Tribal Governments, other underrepresented groups, community-based organizations, and businesses affected by the project). (10 points).
- B. Describe the outreach methods that will be used to reach the public and the project stakeholders with an emphasis of engaging traditionally under-represented communities. (10 points).

Project Stakeholders

Project stakeholders include the property owners adjacent to the corridor, which includes businesses and residential property owners. Other stakeholders include affected agencies, including adjacent cities, Caltrans, the local transit agency, and utility companies that use the corridor.

Other community stakeholders include residents of the City, including neighborhoods such as the Gregory Gardens, College Park and West Sherman neighborhoods. The local Pleasant Hill Chamber of Commerce will also be a stakeholder, especially with its connection to the affected businesses.

Outreach Methods

Public involvement and outreach will include surveys, public meetings, and public workshops to gather input in both a formal and informal setting. The survey, meetings and workshops will be used to have stakeholder and public input as early in the process as possible. One of the benefits of a survey will be to allow people that cannot or choose not to attend public meetings/workshops to provide their input even if they are not as active as those that do attend the meetings.

The workshop will allow the public to participate more intensely in the actual “planning” process and help to instill a sense of ownership in the project. It will also allow business and property owners to actively participate in the plan that will directly impact their business and property. The ideas and suggestions shared during these processes will be used to help create the overall goals and policies of the Specific Plan. This input will also be used to directly affect the recommendations/conclusions of the study.

The initial outreach will then be followed up with periodic updates and will move to the formal adoption phase. Outreach will include posting on the internet, in the city newsletter, newspaper, mailouts and posting on large signs throughout the City. All public meetings before various Commissions will be noticed above and beyond minimum requirements as noted above.

Using the varying notification processes (street signage, internet, etc.) will help to spread information to those that may not normally know about various City processes or events. Notification will also be provided at and through the Senior Center, which will provide information to a population that may also be impacted by the Study, including pedestrian, transit and handicap improvements.

**7. Project Implementation (maximum of 1 page), (10 points)**

- A. Explain how the project and its deliverables will be applied (or carried forward) to the next stage/phase.

Once the Corridor Concept Study is completed and adopted by the City, it will be the guiding and reference document that will be utilized as part of the City development review process. It will be used when a new development, or major rehabilitation, project is proposed for properties adjacent to Contra Costa Boulevard. The improvements identified in the study will be required to be implemented and incorporated as part of the project review and approval. This will ensure that even

piecemeal development along the corridor will follow a larger design concept, and over time, when enough properties along the corridor have been redeveloped the corridor will represent the concept study approved.

In addition, the City is making an application for stimulus package funds to improve portions of the Contra Costa Boulevard. If the funds are received, this study will be incorporated into the improvements completed by the City. Even if the funds are not received, the City will incorporate and follow the recommendations of the study into any future capital improvement projects that are proposed and completed along Contra Costa Boulevard.

At the next City General Plan update, the concept study will become referenced in the document and will further require that improvements along the corridor comply with the concept study. This will better ensure compliance/conformance with the corridor concept study.

**8. Project Management (10 points)**

A. List the Scope of Work (see page 32 for an example Scope of Work). The Scope of Work must include:

-What work is to be done: Provide an outline or general picture of services. List project tasks and identify any specific project deliverables. Also, list milestones for major tasks that mark the completion of a work package or phase.

-Who is responsible for what tasks: Discuss the roles and responsibilities of agency staff and consultant contractors.

-When the work is to be done: Provide schedule information for the services that will be required.

See Attachment

**If selected, your application will become the foundation of the contract with the Department.**

**To the best of my knowledge, all information contained in this proposal is true and correct. If awarded a grant with the Department, I agree that I will adhere to the requirements and guidelines specified in this grant application.**

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*Signature of Authorized Official (Applicant)*

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*Print Name*

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*Title*

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*Date*

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*Signature of Authorized Official (Sub-recipient)*

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*Print Name*

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*Title*

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*Date*

## **REQUIRED DOCUMENTS**

- ✓ Signed Application
- ✓ Scope of Work (see sample of required format on Page 32)
- ✓ Project Timeline (see sample of required format on Pages 35 and blank on Page 36)
- ✓ Local Resolution (see Page 24)
- ✓ Map of Project Area
- ✓ Digital Photographs of Project Area (when applicable)
- ✓ Five signed hard copies and one electronic copy on a CD of the entire Application and all documents

Note: Failure to include any of these required documents may result in a reduced application score.



**CITY OF PLEASANT HILL – CONTRA COSTA BOULEVARD CORRIDOR  
CONCEPT STUDY  
Scope of Work**

**Task 1: Project Startup**

**Task 1.1:** Meet with Caltrans to review the approved application and discuss expectations.

**Task 1.2:** Prepare RFP for a traffic study

**Task 1.3:** Conduct a kick-off meeting with the consultant and other stakeholders in order to refine final details of the project.

<b>Deliverable</b>	<b>Documentation</b>
Signed contract between Traffic Consultant and City	Copy of signed contract
Conduct kick-off meeting	Meeting notes

**Task 2: Ongoing Community and Stakeholder Outreach**

**Task 2.1:** Promote/Advertise public workshops and meetings through a multi media campaign (including use of newspaper and website) and through the Traffic Safety Commission, Civic Action Commission and other stakeholders.

**Task 2.2:** Create a Technical Subcommittee of various stakeholders.

**Task 2.3:** Conduct at least 2 workshops to gain public involvement and refine concepts to incorporate into the draft document.

<b>Deliverable</b>	<b>Documentation</b>
Promote and advertise workshops	Copies of advertisements and promotional materials
Conduct workshops	Meeting notes and/or summary of outcomes

**Task 3: Develop Study Components**

**Task 3.1:** Develop Circulation Concepts

- Analyze data and opportunities for circulation improvements.
- Consider safety and connectivity of bicycle, transit and pedestrian network in relation to circulation.
- Identify improvements from a range of concepts/options developed by the community to best meet community goals to improve circulation.
- Formulate preferred concepts based on input and technical analysis.

**Task 3.2:** Develop Streetscape Concepts

- Analyze and evaluate the non-motorized circulation network connecting Contra Costa Boulevard and connecting streets.
- Select improvements for specific locations and corridors to best meet the goals of the community and create a cohesive downtown area.
- Provide graphic representations and basic specifications of specific improvements recommended.

**Task 3.3: Develop Funding Strategy**

- Develop basic preliminary cost estimates for recommended improvements.
- Identify potential funding sources for recommended improvements.
- Recommend strategy for obtaining funding.

**Task 3.4:** Provide draft plans to Subcommittee and present to community at public meetings.

<b>Deliverable</b>	<b>Documentation</b>
Develop Circulation Component	Copy of draft Circulation Concepts
Develop Streetscape Component	Copy of draft Streetscape Concepts
Develop Funding Strategy	Copy of draft Funding Strategy
Present draft study at workshops	Workshop notes and Subcommittee recommendations

**Task 4: Final Study Preparation & Hearings**

**Task 4.1:** Prepare final study based on Subcommittee and public input.

**Task 4.2:** Present the draft study at a public hearing before the Traffic Safety Commission for acceptance. Incorporate comments into document.

**Task 4.3:** Present the draft study at a public hearing before the Architectural Review Commission for acceptance. Incorporate comments into document.

**Task 4.2:** Present final study at a public hearing before the City Council for acceptance.

<b>Deliverable</b>	<b>Documentation</b>
Presentation of study to Traffic Safety Commission	Meeting minutes
Presentation of study to Architectural Review Commission	Meeting minutes
Presentation of study to City Council	Adopted Resolution and Final Document

**Task 5: Administration**

**Task 5.1:** Monitor ongoing progress of project and prepare and provide quarterly reports as required. Oversee ongoing contract management.

**Task 5.2:** Act as fiscal manager for project, including providing invoicing and ensuring proper documentation of expenditures and timely use of funds. Report quarterly on milestone completion to District project manger.

<b>Deliverable</b>	<b>Documentation</b>
Monitoring of project and contract management	Provide complete quarterly reports to District project manager
Act as fiscal manager	Copies of invoices

**Task 5.3:** Report quarterly on milestone completion to District project manger.