

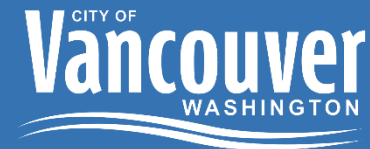


Transportation System Plan Update

City Council Workshop: April 25, 2022

Tom Brennan and Stephanie Wright, Nelson Nygaard

Rebecca Kennedy and Jennifer Campos, City of Vancouver



Agenda

- 1 **Project Schedule & Objectives**
- 2 **Draft Goals Framework**
- 3 **Enhanced Transit Network**
- 4 **Public Outreach Phase 1**
- 5 **Next Steps**



1

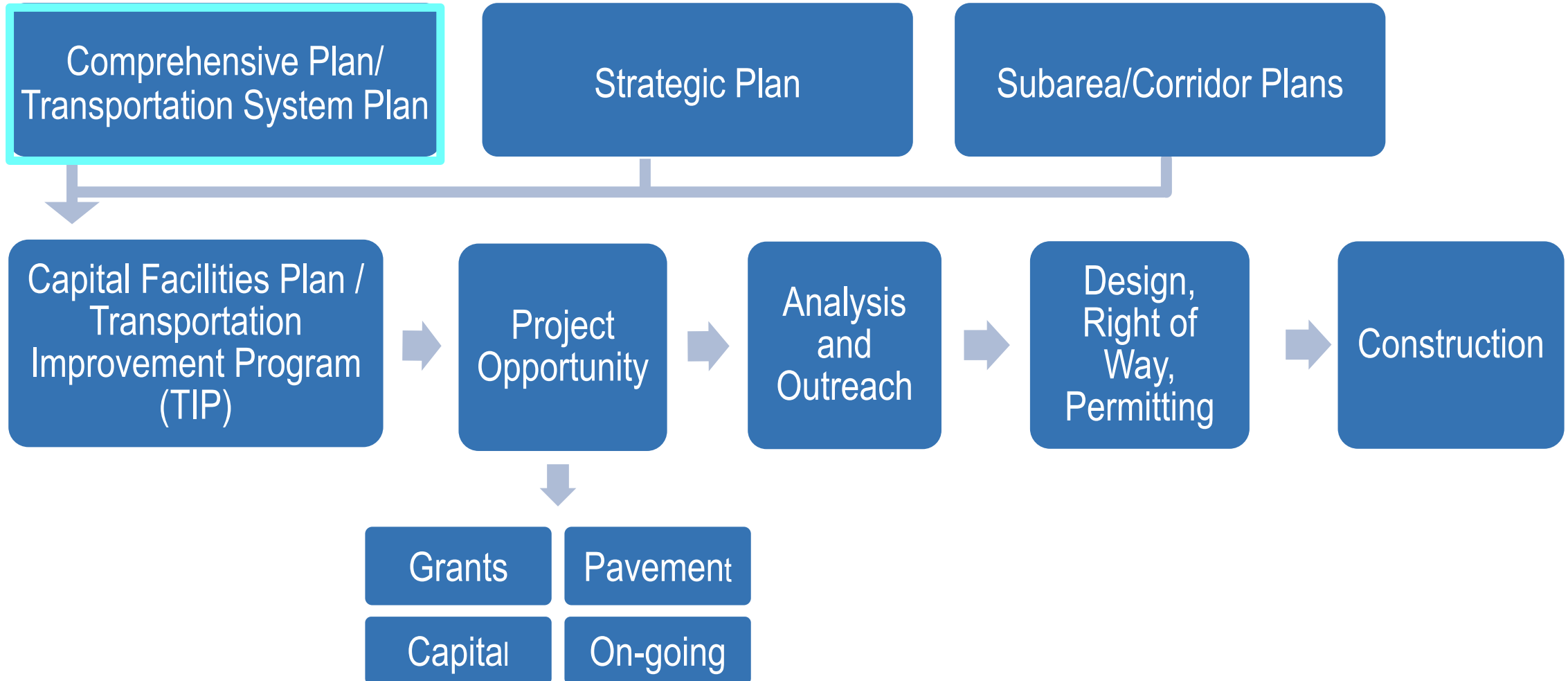
Project Objectives & Schedule

The TSP Update Outcomes:

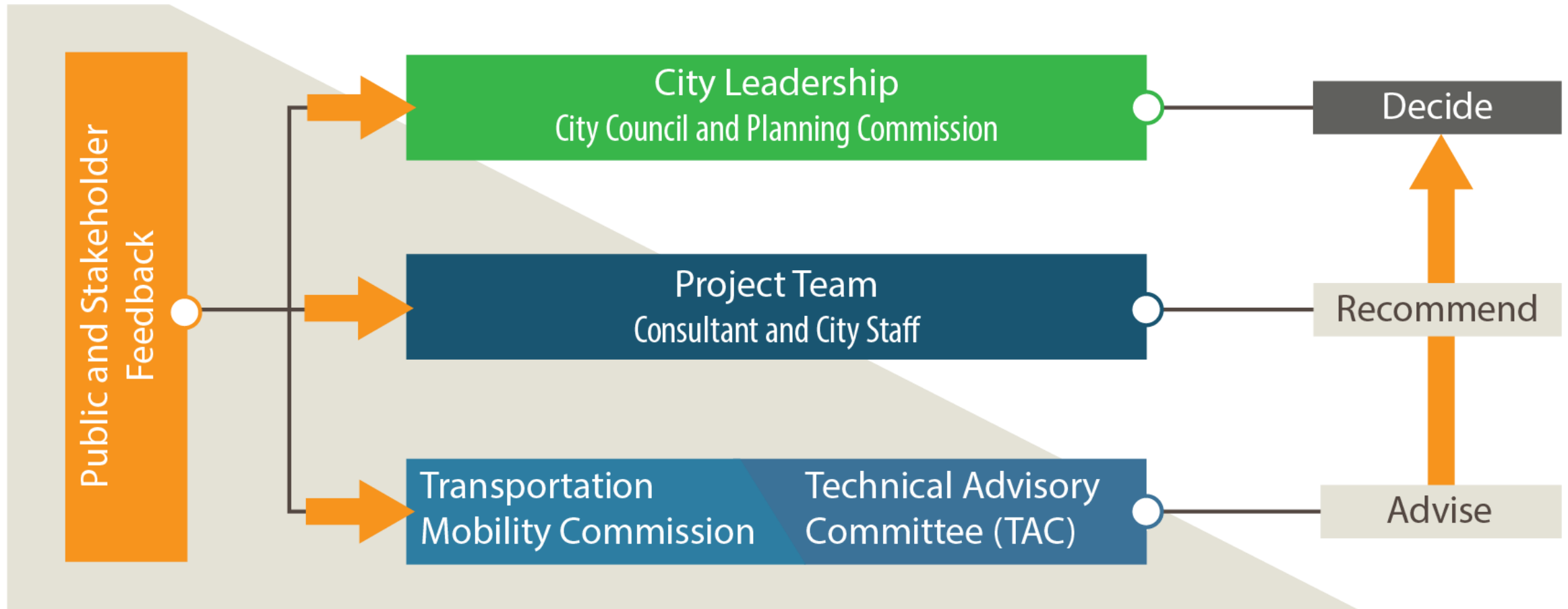
- Maintain quality of life in a time of growth
- Diversify transportation options
- Prioritize Safety
- Respond to community priorities
- Build support for multimodal streets



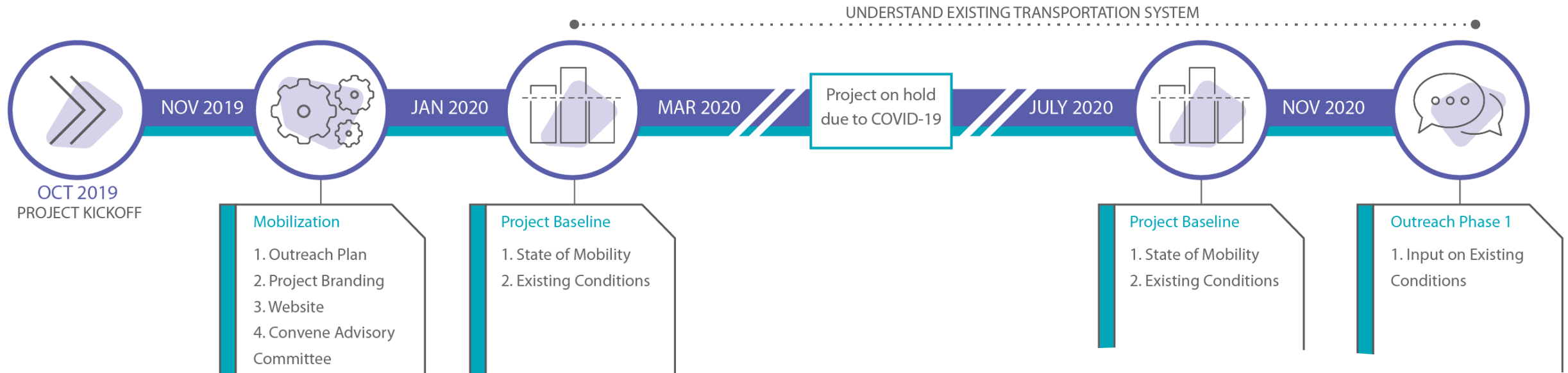
Project Development Process



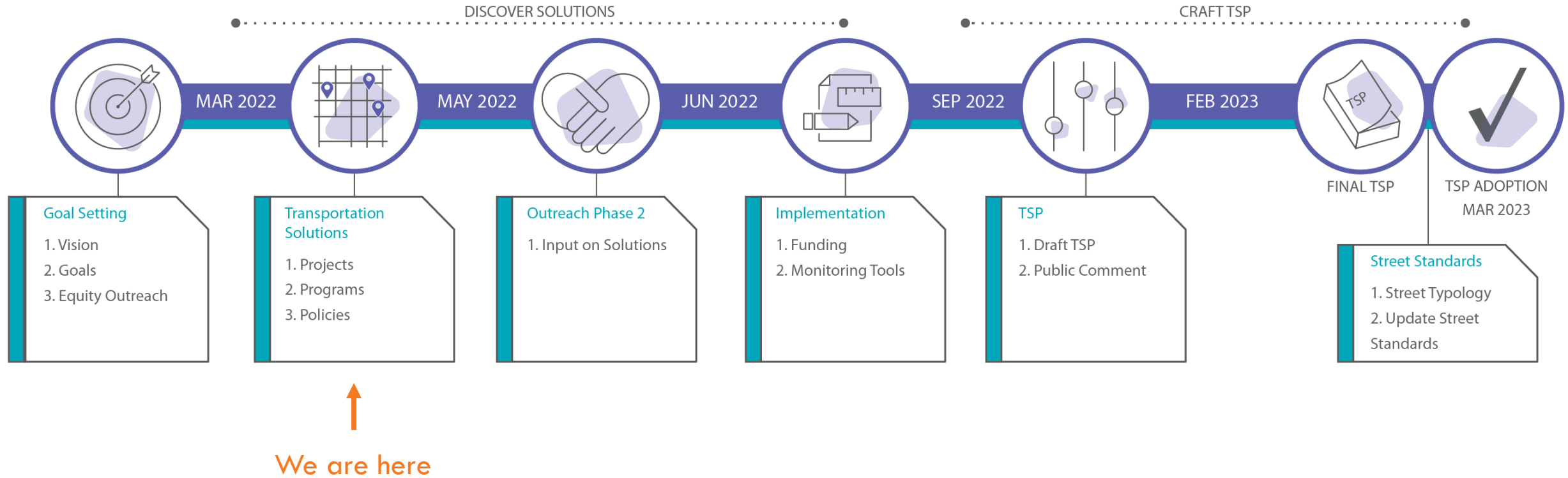
Project Groups



Project Timeline



Project Timeline



Project Chartering Process

Project Phase	Elements	Representative Council and TMC Action	Completed Dates/Tentative Dates
Project Baseline	• State of mobility • Existing conditions • Vulnerability analysis • Community input on existing conditions	TMC review Council workshop Council resolution	Jan 5, 2021; Jun 1, 2021; Jul 6, 2021; Sep 7, 2021; Dec 7, 2021 Jun 14, 2021 Dec 20, 2021
Values and Goals	• Enhanced Transit Corridor analysis • Community input on project values • Draft vision, goals, and policies	TMC review Council workshop Council resolution	Jan 4, 2022; Mar 1, 2022 Apr 25, 2022 July/August 2022
Solutions	• Draft project prioritization process • Draft program development • Draft funding recommendations	TMC review Council workshop Council resolution	Jul 5, 2021; Sep 6, 2021 Jul 18, 2021; Sep 12, 2021 Oct – Nov 2022
Plan Adoption	• Review of draft plan • Community input on draft plan • Plan adoption	TMC action item Council workshop Council resolution	Nov 1, 2021; Jan 2023; March 2023 Nov 14, 2021; Feb 2023; Apr 2023 Mar – May 2023
Implementation	• Street standards update • Performance measures • Pedestrian crossing policy	TMC review Council workshop Council resolution	Nov 1, 2021; Jan 2023; March 2023 Feb 2023; Apr 2023 Mar – May 2023

2

Draft Goals Framework

Goals Framework

- Sets goals, objectives, and metrics
- Helps guide Vancouver Moves recommendations
- Provides transparency and accountability towards goal progress
- Consolidates stakeholder input

Draft Goals Framework - Inputs

- Vancouver 2004 TSP
- Vancouver Strategic Plan (2016-2021)
- Public Engagement Results
- Values Exercise Results
- Staff Work Sessions
- City Council Values (2021 retreat)
- Technical Advisory Committee



Council Values

Equity

Safety

Climate Action

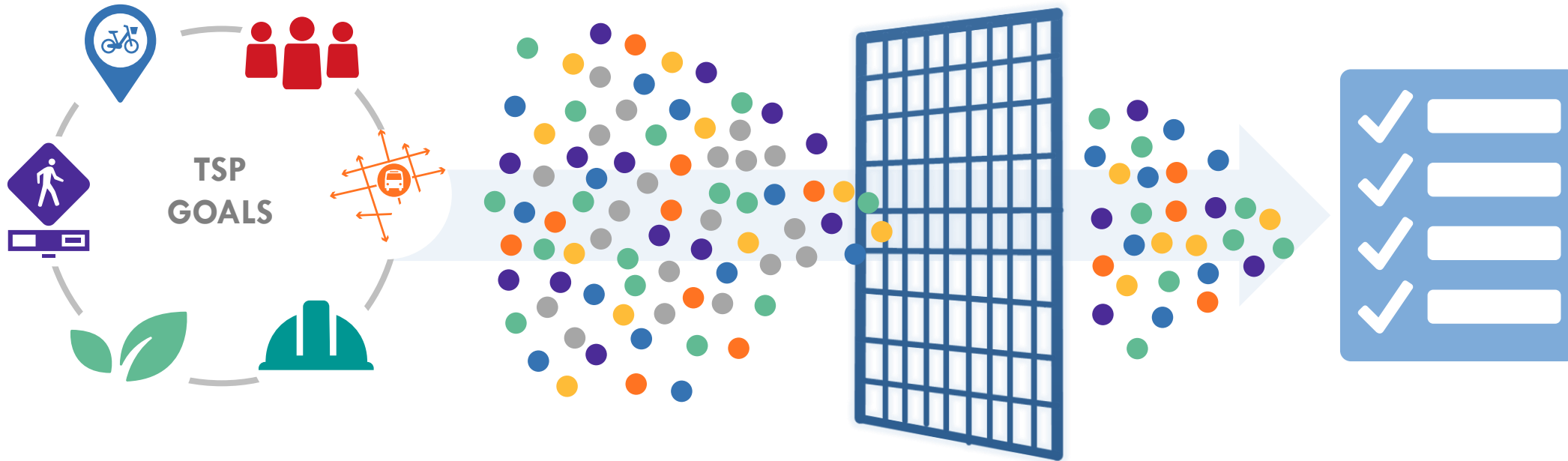
Goals Framework – Supporting the TSP

Goals Framework

→ **Guides development**
of policies, programs,
and projects

→ Goals framework
metrics help **screen,**
score, and prioritize

→ Vancouver Moves TSP
recommends priority
actions



TRANSPORTATION CHOICE



People in Vancouver have multiple comfortable, convenient options to get where they need to go.

1

EQUITY



Transportation in Vancouver supports the needs of all and counteracts historic and current inequities.

4

SAFETY



Our transportation system keeps people safe when they walk, roll, bicycle, take transit, or drive.

2

REGIONAL CONNECTIVITY



People and goods flow seamlessly through the region, advancing our shared prosperity.

5

CLIMATE



Our transportation system helps to reduce our impact on the climate and natural environment.

3

MAINTAINING OUR ASSETS



We take good care of our transportation infrastructure and invest strategically in new tools that help us operate the system better.

6



TRANSPORTATION CHOICE



People in Vancouver have multiple comfortable, convenient options to get where they need to go.

Increase the number of transportation options available to people in all of Vancouver's neighborhoods.

Optimize transit speed, reliability, and access.

Build a well-connected, high-quality bicycle network.

Ensure safe walking access to parks, schools, multimodal hubs, and other community services and destinations.



SAFETY



Our transportation system keeps people safe when they walk, roll, bicycle, take transit, or drive.

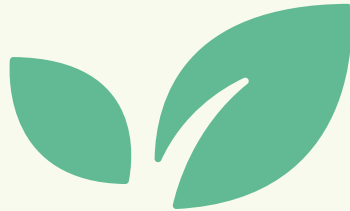
Eliminate traffic fatalities and severe injuries by taking a safe systems approach to achieve safe streets, safe speeds, safe street users, safe vehicles, and effective post-crash care.

Protect the most vulnerable with greater separation between motor vehicle traffic and people walking, using assistive devices, or bicycling.

Plan for efficient emergency response.



CLIMATE



Our transportation system helps to reduce our impact on the climate and our natural environment.

Reduce transportation related air emissions by making walking, bicycling, and transit the modes of choice and reducing vehicle miles traveled.

Protect water quality by installing green infrastructure and minimizing harmful runoff from streets.

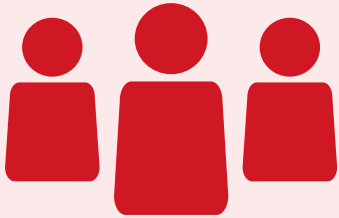
Reduce light pollution from streetlights.

Increase the urban tree canopy in the public right-of-way.

Support a transition to electric vehicles.



EQUITY



Transportation in Vancouver supports the needs of all and counteracts historic and current inequity.

Engage with people of color, people with disabilities, people with low incomes, youth and older adults when making decisions.

Make investments to benefit communities that have been adversely impacted by or left out of past transportation decisions.

Improve quality of life for vulnerable populations by increasing access to affordable, healthy transportation options.

Prioritize active transportation and transit connections to essential destinations and services.

5

REGIONAL CONNECTIVITY



People and goods flow seamlessly through the region, advancing our shared prosperity.

Form partnerships to improve access to goods, services, employment, and education across the region.

Improve freight movement to industrial and commercial centers and explore innovative goods delivery solutions.

Promote development patterns that support transit, walking, and bicycling.



MAINTAINING OUR ASSETS



We take good care of our transportation infrastructure and invest strategically in new tools that help us operate the system better.

Bring existing infrastructure and assets into a state of good repair.

Balance cost-effective, implementable projects with high-impact projects.

Invest in technology, data collection, and tools to improve inventory and asset management tracking.

Coordinate regionally to use resources efficiently.

3

Enhanced Transit Network

Enhanced Transit in Vancouver

- 1 What is Enhanced Transit and How Can the City Support Transit?
- 2 Transit Opportunities in Vancouver
- 3 The Enhanced Transit Network



What is Enhanced Transit?

①

Frequent
Network



②

Information for
Passengers



③

Safe, Convenient
Access



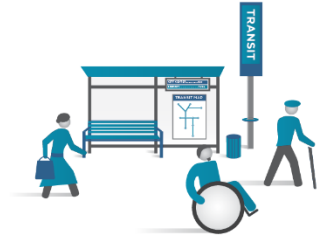
④

First-Last Mile
Connections



⑤

High-Quality
Stops



⑥

Affordable Fare
Programs



⑦

Land Use
Coordination



⑧

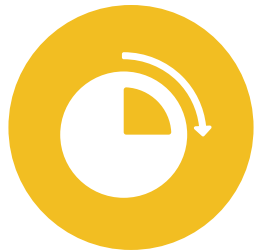
Outreach and
Awareness



Why an Enhanced Transit Network?

- Support the City's goals to improve the efficiency of the transportation system, improve safety for vulnerable road users, and reduce transportation emissions
- Guide decision-making about capital investments by:
 - Identifying a network of corridors where transit enhancements are merited
 - Analyzing barriers and solutions around access to transit
- Align City and C-TRAN priorities and needs for transit in Vancouver

Quality Transit Takes a Partnership



Provide Frequent Service

✓ C-TRAN

City of Vancouver



Keep Buses Moving

✓ C-TRAN

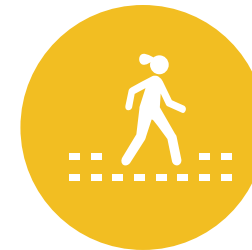
✓ City of Vancouver



Supportive Land Use

C-TRAN

✓ City of Vancouver



Safe, Comfortable Access

✓ C-TRAN

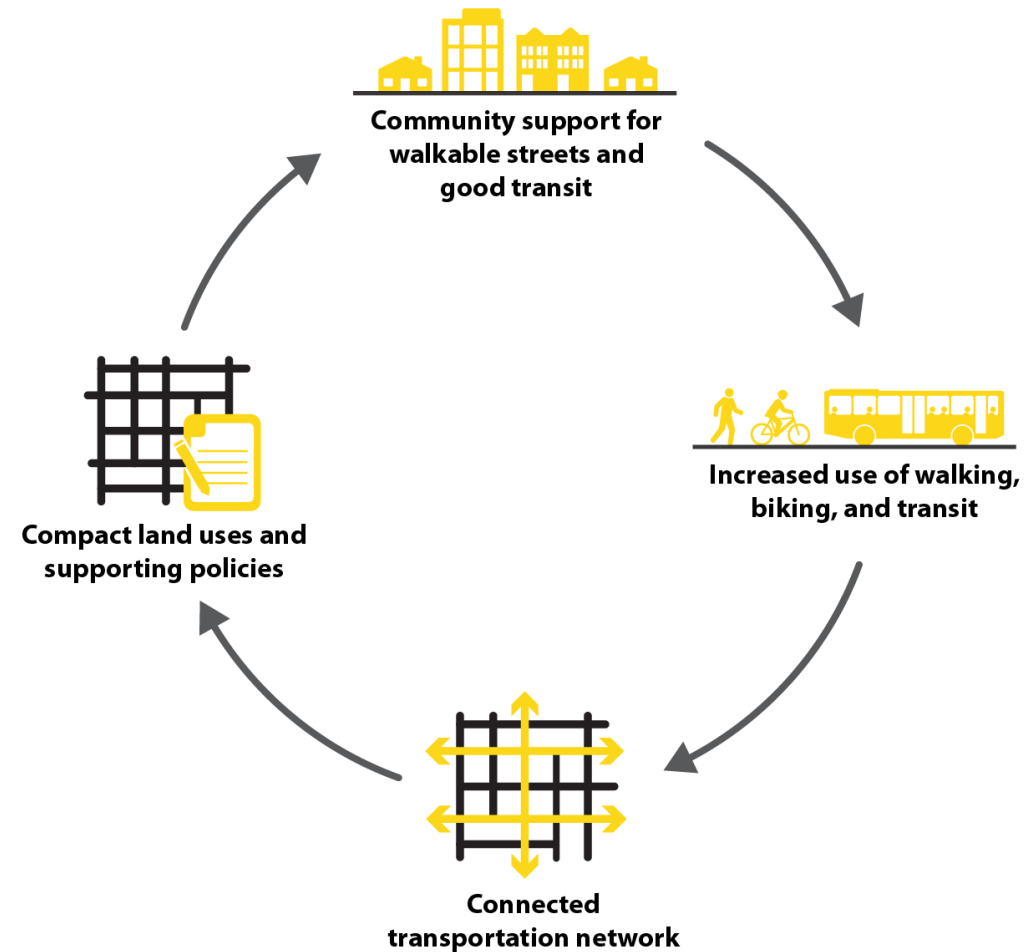
✓ City of Vancouver

What is the City's Role in Transit?

**1. DESIGNING STREETS TO SUPPORT
FAST AND RELIABLE SERVICE**

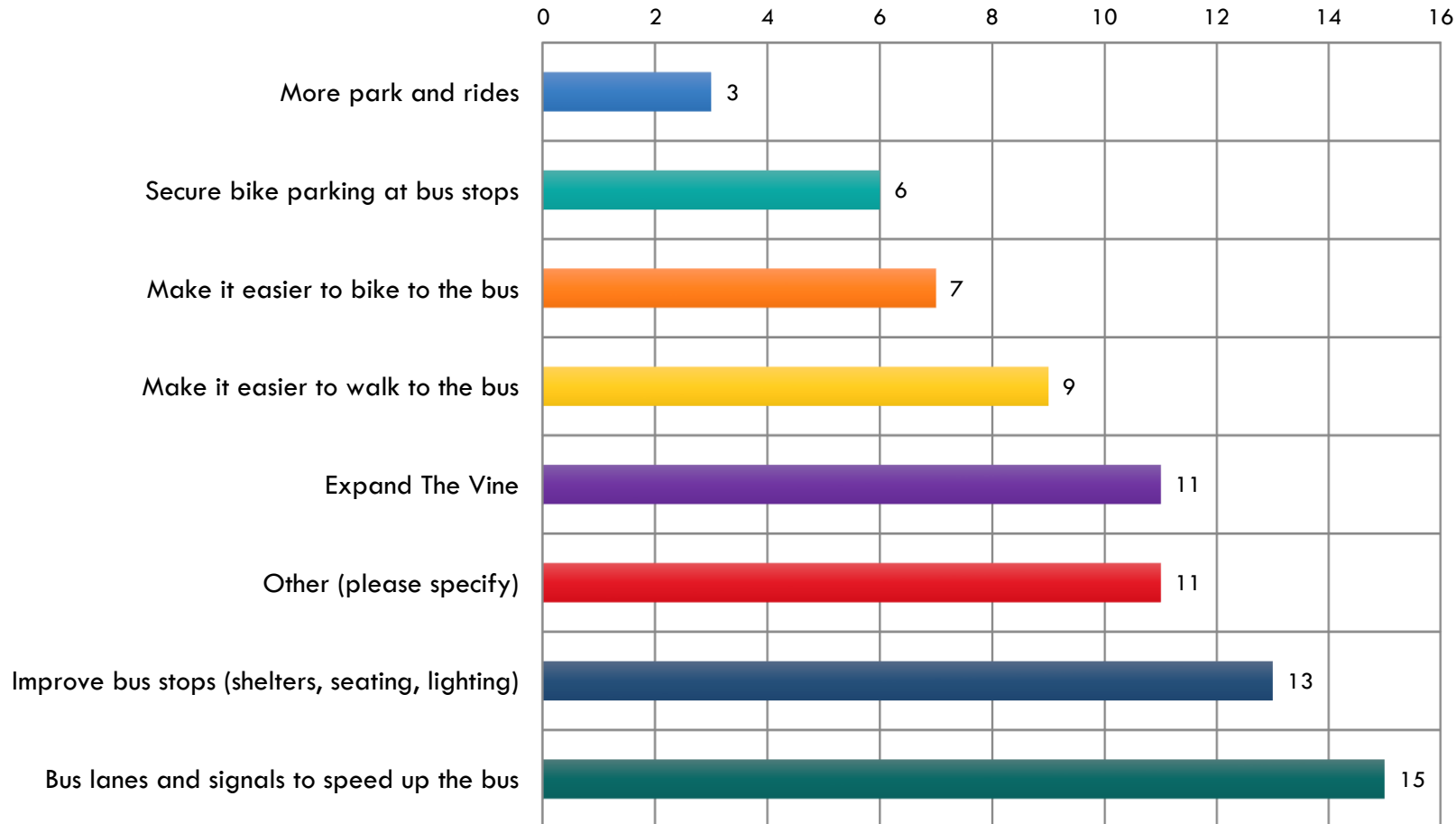
**2. PROVIDING SAFE AND
COMFORTABLE ACCESS**

3. MANAGING GROWTH



Public Input on Transit

What are your top priorities for improving the City's transit system?



From Vancouver Moves
Online Open House

Opportunities to Improve Access

THE PEDESTRIAN ENVIRONMENT NEAR TRANSIT STOPS



291 bus stops (**49%** of all stops in the City of Vancouver) are **more than 200 feet from a marked crosswalk**



39 stops (**7%** of all stops in the City of Vancouver) are on a **block with no sidewalk**



201 stops (**34%** of stops in Vancouver) are **within a block of a missing curb ramp or a sidewalk in poor condition**

Equity Opportunities

- Serve people who depend on transit for essential trips
- Serve neighborhoods with economically vulnerable populations

Essential Transit Trips

- Stop with least ridership loss (bottom 25%)*
- Route with least ridership loss (below average)*
- T Transit Center
- P Park and Ride
- Equity Focus Area
- Vancouver City Limits
- Vancouver UGA

* Percent loss of boardings in June 2020 compared to June 2019

Routes with Lowest Loss

Route	Type	Loss (%)
50 The Vine	Vine	-37%
31 Hazel Dell	Local	-37%
92 Camas / Washougal	Local	-36%
7 Battle Ground	Local	-33%
74 East Fourth Plain	Local	-30%
71 Highway 99	Local	-25%
19 Salmon Creek	Local	-23%
6 Fruit Valley / Grand	Local	-22%
78 78th Street	Local	-22%
47 Battle Ground / Yacolt	Local	+21%



Growth Opportunities

- Connect urban centers with enhanced transit
- Encourage denser development that supports transit

Urban Centers

Approximate Boundaries of Areas Designated for Growth in the 2030 Comprehensive Plan

-  Center
-  C-TRAN Routes
-  Vancouver City Limits
-  Vancouver UGA



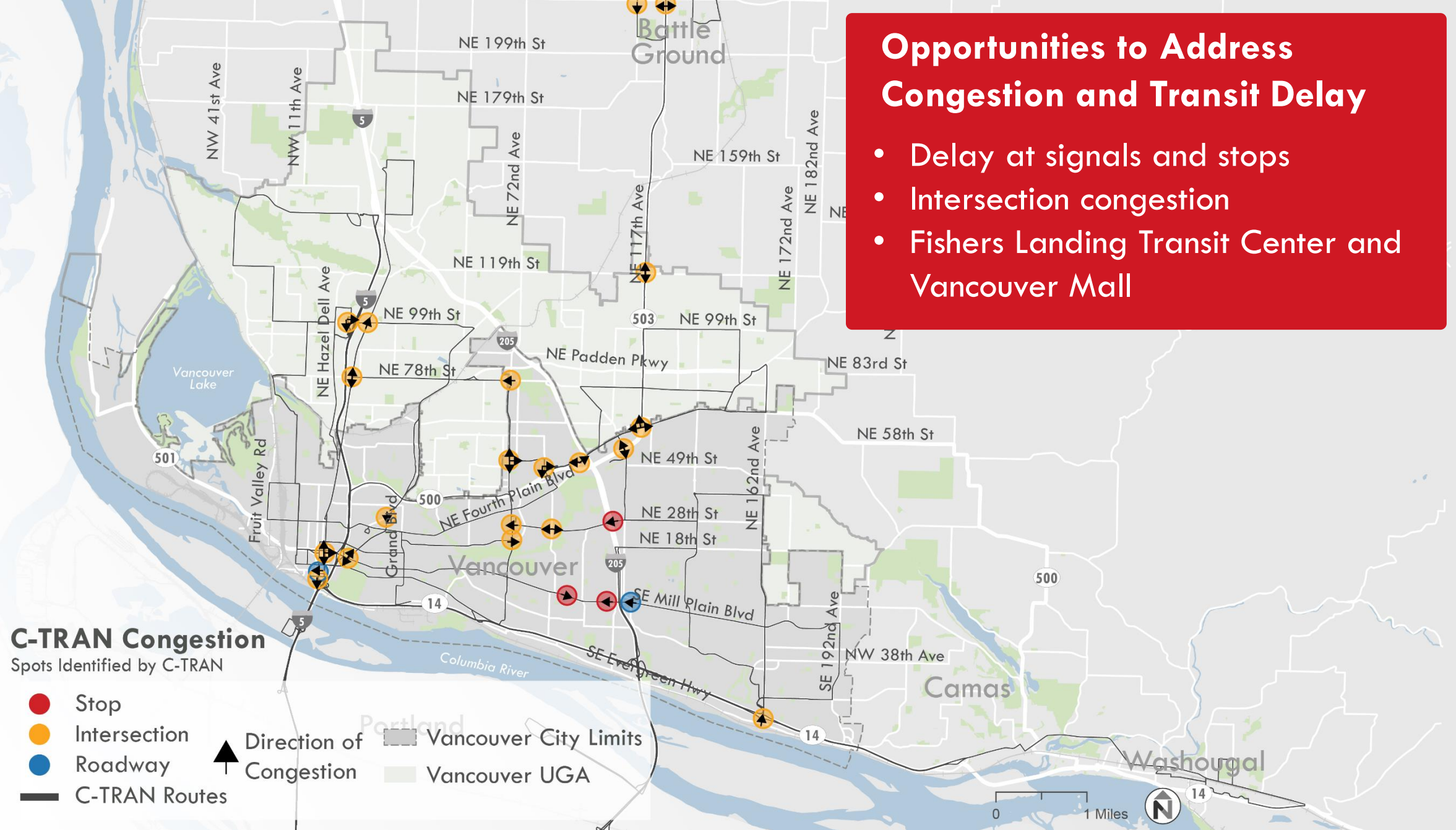
Opportunities to Address Congestion and Transit Delay

- Delay at signals and stops
- Intersection congestion
- Fishers Landing Transit Center and Vancouver Mall

C-TRAN Congestion

Spots Identified by C-TRAN

- Stop
- Intersection
- Roadway
- C-TRAN Routes
- ▲ Direction of Congestion
- ▭ Vancouver City Limits
- ▭ Vancouver UGA



How was the Proposed Enhanced Transit Network Identified?

The analysis looks at four main elements:

Equity

- COVID ridership
- Equity Index areas

Regional Growth

- Population and Employment projections

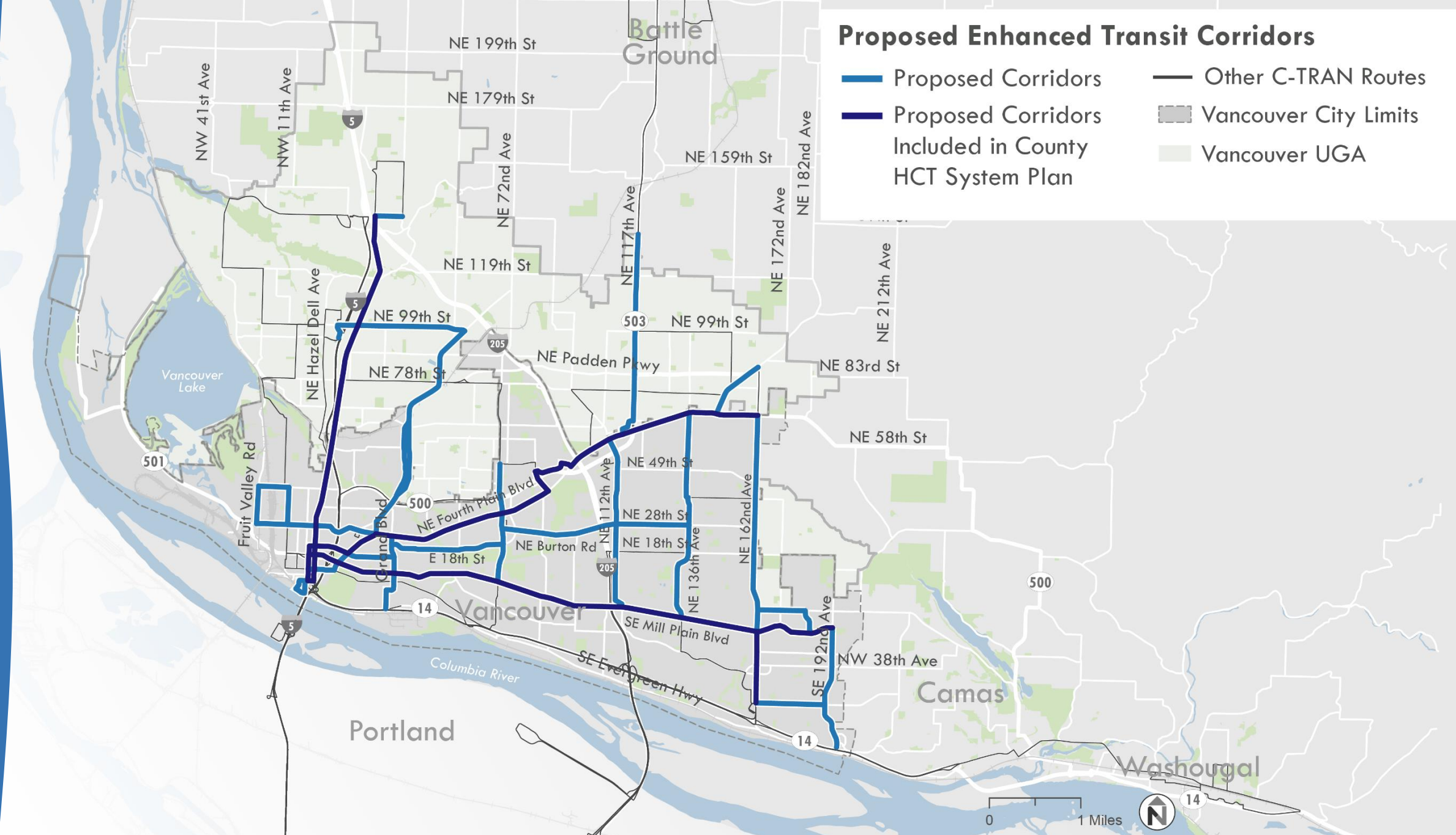
Local Growth Priorities

- Centers identified in the Vancouver Comprehensive Plan

Congestion

- Where buses are delayed

Enhanced Transit Corridors

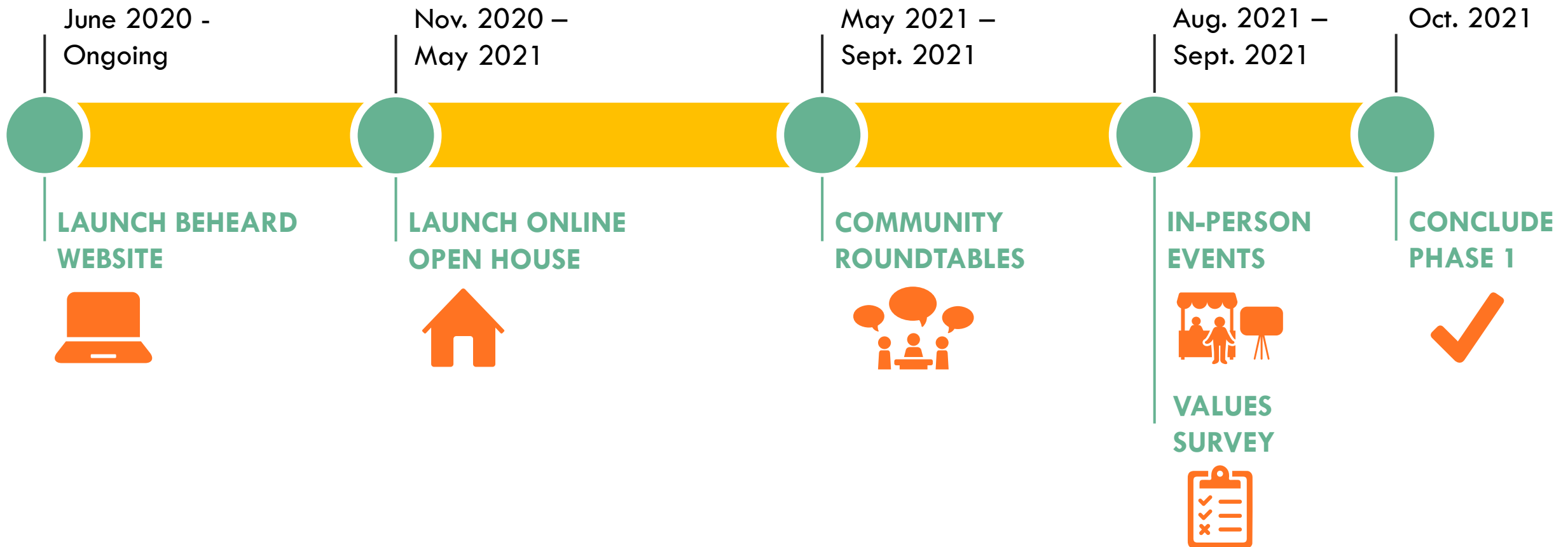


4

Public Outreach

Outreach Overview

Milestone #1





Outreach Methods

Social Media

- Facebook
- Twitter
- NextDoor
- Mobility Mondays

City Newsletters

- Vancouver CONNECTS
- Vancouver MESSENGER
- Office of Neighborhoods

Flyers & Materials

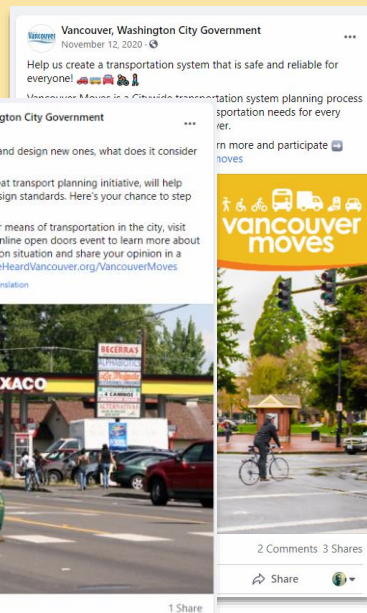
- Mobility Snapshot
- FAQ Fact Sheet
- Vancouver Moves website
- Be Heard Vancouver

Videos

- TSP Welcome Video
- Transportation Stories Videos

Direct Outreach

- Phone
- Email
- Tabling & Events
- Community roundtables





Community Roundtables: May – Sept 2021

- Public feedback to support development of TSP draft goals and equity analysis
- Interactive Google Jamboard Activity – “Transportation Values Wheel”
- Six (6) small group discussions focused on engaging equity communities, including BIPOC, disabled, and low-income communities



In-Person Events – Aug – Sept 2021

- Transportation Values Wheel Exercise



Transportation Values Survey: Aug – Oct 2021

- Online launch of Transportation Values Survey to support development of TSP goals and future solutions
- Multiple choice and open-ended format
- Translated into Spanish, Vietnamese, and Russian

In-Person Outreach Events

Event	Date
East Vancouver Farmers Market	Aug 5, 2021
Movies in the Park	Aug 6, 2021
Downtown Farmers Market	Aug 14, 2021
Party in the Park	Aug 19, 2021
Party in the Park	Aug 26, 2021
Downtown Farmers Market	Sept 25, 2021



Transportation Values – Total Combined Feedback*

Transportation Values - Response Totals

May 28 - Sept 30, 2021



Top Transportation Values

1. Safe
2. Earth Friendly
3. Reliable Travel Times
4. Regional Connectivity
5. Affordable

* Accounts for feedback from Community Roundtables, In-Person Outreach, and Transportation Values Survey

Existing Conditions – Transportation Priorities

Streets



- **Make it easier to walk, bike, or ride transit**
- **Address network barriers**
- **Improve traffic safety**
- Other needs were **reducing congestion** during rush hour and **more direct connections** throughout the City

Existing Conditions – Transportation Priorities

Bicycle and Pedestrian System



- **Improving the non-motorized network is a community priority**
- **Addressing traffic safety** is the most important improvement to the City's walking, cycling, and rolling network
- **Exercise and walking to neighborhood parks**

Existing Conditions – Transportation Priorities

Bicycle and Pedestrian System



- More than half of all respondents (59%) said that the City's **bicycle network needs work.**
- Most respondents (51%) said they **feel somewhat unsafe riding a bike in the City.**
- The main barriers to cycling comfortably in the City are **inadequate existing bike lanes, aggressive drivers, a lack of bike lanes in some places, and unsafe crossings.**

Existing Conditions – Transportation Priorities

Transit System



- **Increase frequency and reliability of C-TRAN services**
- **Expand The Vine BRT**
- **Make it easier to walk to the bus**
- **Improve bus stops (shelters, seating, lighting)**
- **Bus lanes and signals to speed up transit travel times**

Transportation Values - Equity Stories

*“Gentrification risk is not a good reason (necessarily) to deprive BIPOC communities of services and investments in critical infrastructure; **these communities need these improvements.**”*
– Roundtable participant

“If it’s not affordable, it’s not accessible. If people can’t access the system, then it doesn’t matter how good it is.”
– Roundtable participant

*“Transit service is limited on the weekends, which means waiting an extra hour at night; this is a huge burden if you have a disability or are Black and **don’t always feel safe being outside.**”*
– Roundtable participant

5

Next Steps

Communication Strategy



Plan Development

- **Community engagement around draft goals**
- **Draft modal elements**
 - Transit
 - Walking
 - Biking
 - Freight
 - Streets
 - TDM/ITS
 - Smart Mobility
- **Draft transportation solutions**
 - Policies
 - Programs
 - Projects
- **Integration with Comprehensive Plan Update process**
 - **Ensure land use and transportation policies and plans are working together to advance safety, equity, climate action and manage growth for long term livability**

Next Steps:

- **July/August: After community engagement, return to Council with draft final goals and enhanced transit network framework for confirmation via resolution**
- **July 18: Return to Council for workshop review of draft programs, policies, and projects**
- **Per chartering process and schedule on slide 9, bring forward remaining plan elements for workshop review and confirmation via resolution**
- **Dec. 2022: Anticipated Plan Adoption**
- **Q1/Q2 2023: Implementation activities- street standards, performance metrics, etc.**



Thank You!

Rebecca Kennedy, Deputy Director, Community Development
Rebecca.Kennedy@cityofvancouver.us

vancouvermoves@cityofvancouver.us

www.beheardvancouver.org/vancouvermoves



Staff Report: 058-22

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 4/25/2022

SUBJECT Block 18 Tieback Easement Agreement with Springs Vancouver Waterfront LLC

Key Points

- Waterfront Block 18 construction will be starting very soon and the developer will be installing steel tiebacks for building stability during construction.
- The overall development plan includes one building, consisting of 12 levels above grade and two levels of underground parking below grade; 182 independent living units will be located on floors 1-6 and 9-12 and the building will also include 48 assisted living and 20 memory care units.
- The Tieback Easement Agreement is an agreement that will be recorded on the City's Waterfront Park property allowing for 36 tiebacks to be temporarily installed under the City's property.
- The Block 18 owners will pay the City a total of \$43,200 for the easement allowing installation of the tiebacks into the park property, and will assume all liability for such activities and be required to have appropriate insurance coverage.

Strategic Plan Alignment

Goal 7, Objective 1: Support redevelopment of the Columbia River Waterfront.

Present Situation

The owners of Block 18 are currently working on final plans and specifications and hope to start construction of the building in mid-April. The Grantee in the agreement is: Springs Vancouver Waterfront LLC, a Delaware limited liability company operating out of McMinnville, Oregon.

City Staff and the developer have coordinated to propose mutually agreeable language on the agreement for City Council's consideration and formal adoption.

Advantage(s)

1. This agreement will assure construction can timely commence with installation of the

tiebacks and the secure stability for construction of the remainder of the building.

2. The funding will be used to assist with staffing and other project improvements at Esther Short or Marshall Park.

Disadvantage(s)

None

Budget Impact

The City will receive payment equal to \$1,200 for each tieback that will be installed in the park area for a total payment of \$43,200.

Prior Council Review

None

Action Requested

Authorize the City Manager or his designee to execute the Block 18 Tieback Easement Agreement with Springs Vancouver Waterfront LLC for construction activities on Block 18 in the final negotiated agreement substantially similar to the form attached hereto.

Julie Hannon, Vancouver Parks, Recreation and Cultural Services Director, 360-487-8309

ATTACHMENTS:

- ▣ Easement Agreement

When Recorded Return to:
Springs Vancouver Waterfront, LLC
ATTN: F. Fee Stubblefield, Jr.
401 NE Evans Street
McMinnville, OR 97128

DOCUMENT TITLE: TEMPORARY TIEBACK EASEMENT AGREEMENT

GRANTOR: CITY OF VANCOUVER, a Washington municipal corporation

GRANTEE: SPRINGS VANCOUVER WATERFRONT LLC, a Delaware limited liability company

GRANTOR PROPERTY:

1211 W Columbia Way, Vancouver, WA 98660

Property Identification Number: 986038098

Abbreviated Legal Description: TIDELAND REVISED TRACT 17 2.01AC,

SEE FULL LEGAL DESCRIPTION ON ATTACHED EXHIBIT A

GRANTEE PROPERTY:

1015 W Columbia Way, Vancouver, WA 98660

Property Identification Number: 986041181

Abbreviated Legal Description: VANCOUVER WATERFRONT BLOCK 18 311865

SEE FULL LEGAL DESCRIPTION ATTACHED EXHIBIT B

TEMPORARY TIEBACK EASEMENT AGREEMENT

This Temporary Tieback Easement Agreement (this “Agreement”) is made this _____ day of April 2022 (the “Effective Date”), by and between the City of Vancouver, a Washington municipal corporation (“Grantor”), and Springs Vancouver Waterfront LLC, a Delaware limited liability company (the “Grantee”).

RECITALS

A. Grantor is the owner of certain real property located in Clark County, Washington at 1211 W Columbia Way, Vancouver with the Property Identification Number 986038098 and the abbreviated legal description TIDELAND REVISED TRACT 17 2.01AC, which is currently improved and used as a public park and is legally described on **Exhibit A** attached hereto (the “Grantor Property”).

B. Grantee is the owner of certain real property located in Clark County, Washington at 1015 W Columbia Way, Vancouver with the Property Identification Number 986041181 and the abbreviated legal description VANCOUVER WATERFRONT BLOCK 18 311865, situated adjacent to the Grantor Property and commonly known as “Block 18” of the Vancouver Waterfront, and legally described on **Exhibit B** attached hereto (the “Grantee Property”). Grantee intends to develop Grantee Property with a 12-story senior living community with underground parking (the “Improvements”).

C. In connection with the development of the Grantee Property, Grantor and Grantee desire to enter into this Agreement to allow Grantee to access a portion of Grantor Property to place tieback anchors under the Grantor Property, as set forth in more detail below.

NOW THEREFORE, in consideration of the covenants contained herein and other good and valuable consideration, the sufficiency of which is hereby mutually acknowledged, the parties hereto, intending to be legally bound, hereby agree as follows:

AGREEMENT

1. **Incorporation of Recitals.** The foregoing recitals are hereby incorporated into this Agreement.

2. **Grant of Easement.** Grantor hereby grants to Grantee subject to the terms and conditions hereof, a nonexclusive temporary easement under the northern boundary of Grantor Property to permit Grantee to place tiebacks under a portion of the Grantor Property, as depicted on **Exhibit C** (the “Tieback Easement Area”), to shore construction of the underground foundations and walls of the Improvements on the Grantee Property.

3. **Purpose and Conditions.** The purpose of this Agreement is to permit Grantee to place underground tiebacks in the Tieback Easement Area for construction activities related to the

Improvements on Grantee Property. The tiebacks shall be used solely as an element of temporary shoring during construction of the Improvements on the Grantee Property, and such tiebacks must be destressed following completion of the Improvements on the Grantee Property, but the anchors are not required to be removed. The tieback anchors may only be placed below all surface improvements on the Grantor Property and must not interfere with, weaken, penetrate, or damage any improvements on or under the Grantor Property. Grantee will use best efforts to identify and avoid any underground utilities and/or structures on the Grantor Property.

4. Duration. This Agreement shall be effective as of the Effective Date and shall expire upon either substantial completion of the Improvements on the Grantee Property or on December 31, 2024, whichever occurs first. Grantee shall deliver to Grantor written notice upon substantial completion of the Improvements. Grantee shall give Grantor at least fifteen (15) business days advance written notice of Grantee's intention to commence installation of the tiebacks and access the Tieback Easement Area.

5. Compensation. As consideration for access to and use of the Tieback Easement Area Grantor shall pay Grantee the sum of Forty-Three Thousand Two Hundred Dollars (\$43,200). Grantee shall make this payment to Grantor at least fifteen (15) business days before construction and/or installation of tiebacks begins.

6. Work Standards. All work to be performed by Grantee or its agents, contractors, or subcontractors within the Tieback Easement Area must be performed at Grantee's sole cost and expense and must be performed: (i) in a careful and workmanlike manner; (ii) in accordance with all applicable laws, codes, regulations, and ordinances, and (iii) free of all claims or liens.

7. Insurance. Grantee shall obtain or cause its general contractor to obtain Commercial General Liability ("CGL") insurance insuring against claims for injuries, damages to or death of persons and injuries, loss of use and damages to Grantor Property arising out of Grantee's use of Grantor Property including contractual liability coverage for claims pursuant to the indemnity provisions of this Agreement to afford protection for limits of not less than \$2,000,000 combined single limit for bodily injury or property damage. Such CGL insurance policy shall be annually renewing, occurrence based, and shall be primary and not contributory to any similar insurance. Grantor, and its officers, agents and employees shall be named as additional insureds with a form at least as broad as ISO CG 2026 – Designated Person or Organization, without modification, affording coverage regardless of the additional insureds' sole or concurrent negligence, as respects to operations arising out of this Agreement. Such insurance shall not be canceled or materially altered without first giving thirty (30) days' written notice thereof to Grantor. Grantee shall furnish Grantor certificates of such CGL insurance prior to accessing the Tieback Easement Area, annually thereafter and upon Grantor's request from time to time. Grantee shall also obtain and maintain Statutory Workers Compensation insurance covering all employees as required by law.

8. Monitoring During Construction. Prior to installation of tiebacks and use of the Tieback Easement Area, Grantee shall cause its contractor to photograph, monitor, and inspect the existing improvements on and under the Grantor Property and in the public right-of-way

surrounding the Tieback Easement Area to determine a “baseline” condition. Such improvements to be photographed, monitored and inspected include, but are not limited to, underground utilities, sidewalks, streets, street and park lights, trees and shrubs. After commencement of construction on Grantee Property, Grantee or Grantee’s contractor will thereafter provide Grantor with quarterly update reports and a final report at the completion of the Improvements on Grantee Property as compared to that baseline. Additionally, Grantee shall cause its contractor to isolate and pressure test the adjacent water lines and TV inspect the storm and sanitary sewer lines on three occasions: (1) before tiebacks are installed and/or construction commences to establish the “baseline” condition; (2), after the tiebacks are installed; and (3) once the tiebacks are destressed. Grantee’s contractor shall provide Grantor written reports documenting the results of each test as well as copies off all photographs and/or videos taken during the monitoring process.

9. Damage to Underground Utilities, Park Trees, or Other Improvements. In exercising the rights granted to and satisfying the obligations imposed on Grantee under this Agreement, Grantee shall take precautions to avoid unlicensed encroachment upon and interference with the portions of Grantor Property lying outside of the Tieback Easement Area. Grantee must promptly restore any property damage to the Grantor Property caused by Grantee’s use of the Tieback Easement Area or construction of the Improvements to the original condition or better. Grantee shall promptly repair, at Grantee’s expense, any damage to existing improvements on or under the Grantor Property or in the public right-of-way adjacent to the Tieback Easement Area that is caused by Grantee, its contractors, agents or employees in the exercise of the rights reserved in this Agreement. If any penetration of or damage to underground improvements, including but not limited to utility lines, on the Grantor Property occurs, Grantee must notify Grantor and immediately repair any such damage at Grantee’s sole expense. If any damage occurs to the existing trees and shrubs, Grantee shall replace, at Grantee’s sole expense, the damaged vegetation with trees and shrubs of the same variety, size and condition. Grantee acknowledges that the trees and shrubs that exist on the Grantor Property are valuable improvements and that locating trees of similar size and species may be challenging. To the extent Grantee is unable to replace damages trees with trees of the equivalent size or species, Grantee must compensate Grantor for each damaged tree in an amount of \$6,000 per tree. If Grantee otherwise fails to timely and adequately restore Grantor Property, Grantee shall reimburse Grantor for Grantor’s costs in repairing all such damage within thirty (30) days of being invoiced for such repair reimbursement.

10. Abandonment. Upon expiration of this Agreement, all tiebacks and associated anchors or concrete casings that extend into and under the Grantor Property shall be deemed permissibly abandoned by Grantee, and Grantor may remove, destroy, cut through or leave them in place.

11. As-Built Plans. After completion of the Improvements, Grantee shall deliver to Grantor a copy of plans showing the actual location of the tiebacks and any anchors or concrete casings that extend into and under the Grantor Property. Such plans shall include information as to depth and length of the tiebacks and any concrete casings.

12. Reservation of Rights. Grantor reserves the right to use the Tieback Easement Area for any lawful use not inconsistent with this Agreement, so long as such use shall not materially interfere with or materially impair the installation and use of Tieback Easement Area prior to completion of Grantee's Improvements.

13. Indemnity. Grantee hereby indemnifies and promises to defend and save Grantor harmless from and against any and all liability, loss, damage, expense, actions and claims, including costs and reasonable attorneys' fees incurred by Grantor in defense thereof, asserted or arising directly or indirectly on account of or out of acts or omissions of Grantee, its contractors, agents or employees in the exercise of the rights under this Agreement; provided, however, this paragraph does not purport to indemnify Grantor against liability for damages arising out of bodily injury to persons or damage to property to the extent caused by or resulting from the intentional acts or gross negligence of Grantor, or its contractors, agents or employees. Grantee waives immunity under Title 51 RCW to the extent Grantee is required to indemnify, defend and hold harmless Grantor and its officials, agents or employees.

14. Notice. All notices to be given by either party to the other, unless otherwise directed, shall be in writing, shall be served upon either party in person, by delivery by recognized overnight courier or express by depositing such notice in the United States mails, properly addressed and directed to the party to receive the same, certified mail, return-receipt-requested, as follows:

To Grantor:

City of Vancouver
ATTN: Julie Hannon, Parks
Director
PO Box 1995
Vancouver, WA 98668
Tel: (360) 487-8500

To Grantee:

Springs Vancouver Waterfront LLC
c/o The Springs Living, LLC
3330 SE Three Mile Lane
McMinnville, OR 97128
Attn: F. Fee Stubblefield, Jr.

Springs Vancouver Waterfront LLC
c/o PMB LLC
3394 Carmel Mountain Road, Suite 200
San Diego, California
Attn: Legal Department
Tel: (858) 349-9000

15. Binding Effect & Runs with the Land. The benefits and burdens of this Agreement are appurtenant to and shall run with the Grantee Property and Grantor Property, as applicable, shall be binding upon the heirs, executors, administrators, personal representatives, transferees, or successors in interest or assigns of Grantee and Grantors, as the current fee or leasehold owners thereof, for the term hereof, and shall not be extinguished by nonuse or abandonment, or transfer of any interest in the properties affected.

16. Attorneys' Fees. If any suit is instituted by either party to this Agreement arising out of or pertaining to this Agreement, the substantially prevailing party shall be entitled to recover its reasonable attorneys' fees and all costs and expenses incurred relative to that suit and on appeal from the substantially nonprevailing party, in addition to such other relief available to the substantially nonprevailing party.

17. Severability. If any clause, sentence, or other portion of the terms, conditions, covenants, and restrictions of this Agreement becomes illegal, null, or void for any reason, or is held by any court of competent jurisdiction to be so, the remaining portions will remain in full force and effect.

18. Amendments. It is hereby mutually agreed and understood that any addition, variation, or modification to this Agreement shall be ineffective unless in writing and signed by the parties hereto or their successors in interest.

19. Applicable Law. This Agreement and the performance thereof shall be governed, interpreted, construed, and regulated by the laws of the state of Washington.

20. Enforcement and Venue. In the event of a breach of any of the covenants or agreements set forth in this Agreement, the parties shall be entitled to any and all remedies available at law or in equity, including but not limited to the equitable remedies of specific performance or mandatory or prohibitory injunction. The Parties agree that if legal action is necessary in connection with this Agreement, exclusive venue shall lie in the Superior Court of Washington, Clark County.

21. Recording & Excise Tax. This Agreement shall be recorded in Clark County, Washington and Grantee shall pay all recording costs and any applicable excise taxes due in connection with making of this Agreement.

22. Authority. Grantor represents and warrants that it is the owner of the Grantor Property and that the person executing this Agreement on its behalf is duly authorized to do so. Grantee represents and warrants that it is the owner of the Grantee Property and the person or persons executing this Agreement on behalf of Grantee are duly authorized to do so. All persons signing this Agreement in a representative capacity represent and warrant they have authority to do so.

23. Counterparts. Subject to recording requirements, this Agreement may be executed and delivered in counterparts, which together shall constitute one single binding and enforceable agreement.

[Signatures on Following Pages]

SPRINGS VANCOUVER WATERFRONT LLC,

A Delaware limited liability company

By: Springs Vancouver Owner, LLC,
a Delaware limited liability company, its Sole Member

By: TSL PMB Vancouver Waterfront LLC,
a Delaware limited liability company, its Manager

By: PMB Vancouver Waterfront LLC,
a Delaware limited liability company, a Manager

By: PMB LLC,
a California limited liability company, its Manager

By:
Name:
Its:

STATE OF _____)
) ss.
County of _____)

I certify that I know or have satisfactory evidence that _____ signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the authorized signatory for the SPRINGS VANCOUVER WATERFRONT LLC to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal this _____ day of _____, 2022.

NOTARY PUBLIC for _____
Residing in _____
My Commission Expires: _____

See DOWNTOWN WATERFRONT DEVELOPMENT AGREEMENT, AFN #4636752, and legal descriptions contained therein. Vancouver Waterfront 311/865.

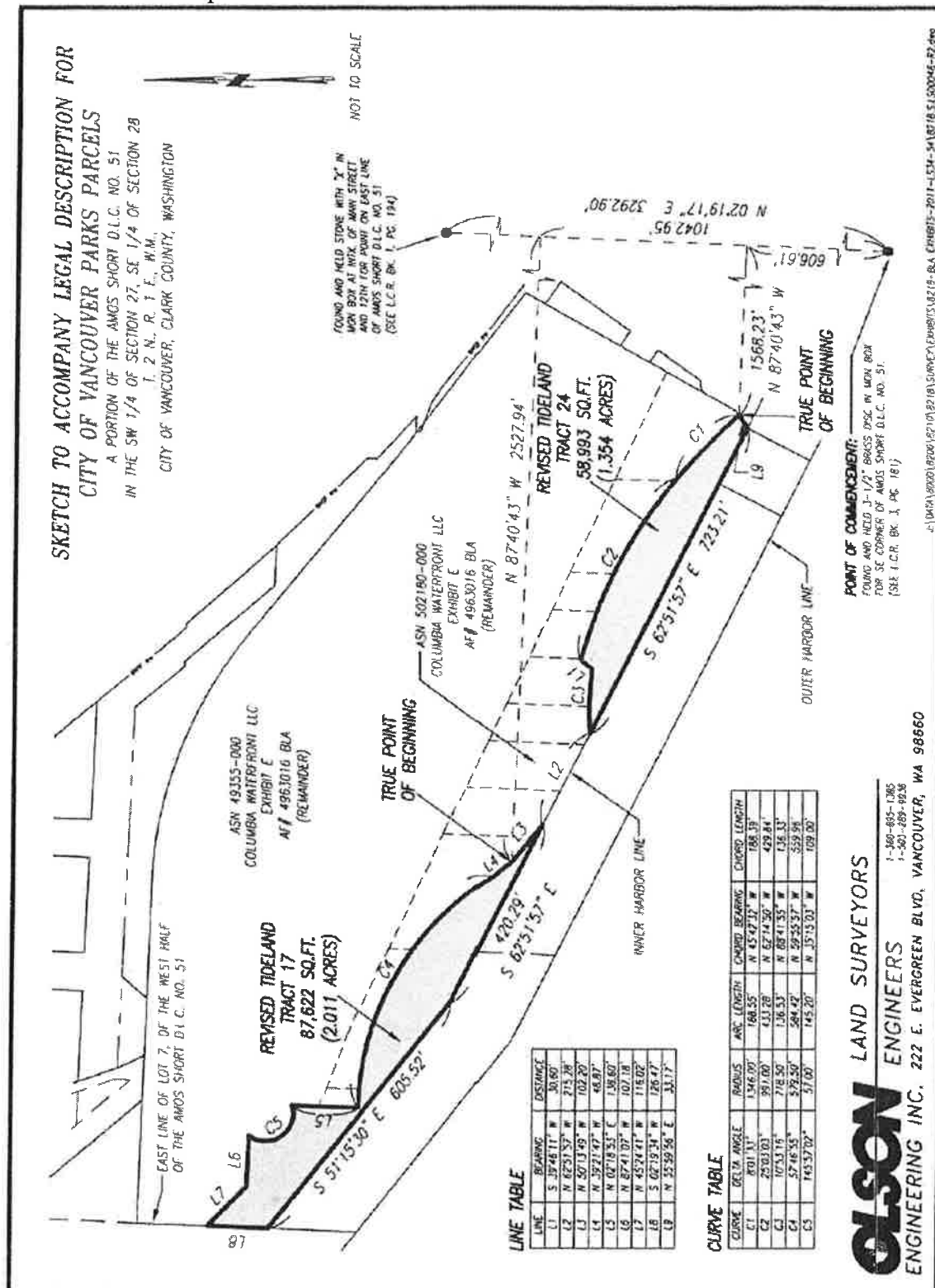


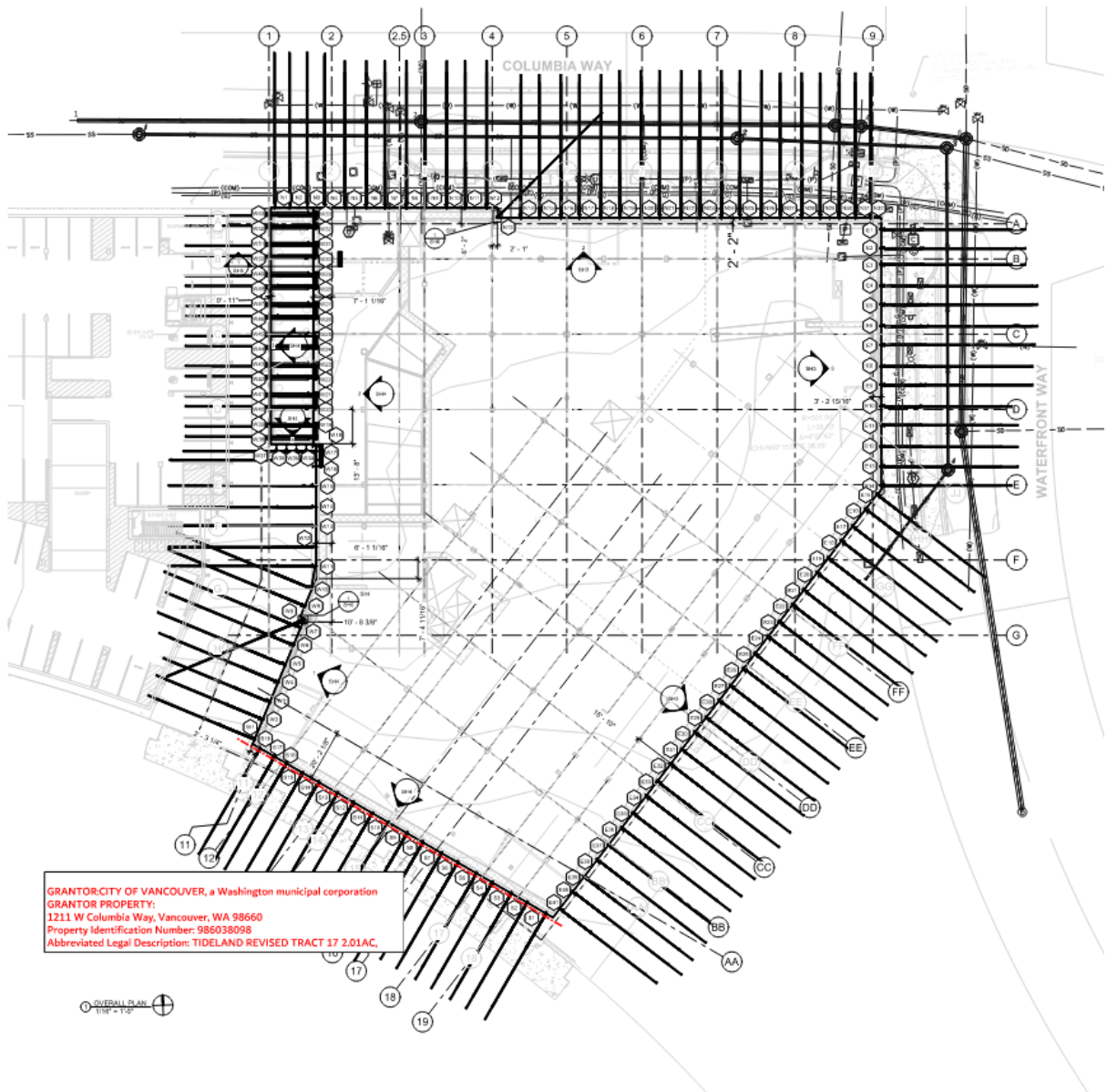
EXHIBIT A TO STATUTORY WARRANTY DEED
K:\60972 COLUMBIA WATERFRONT LLC\009 PARK DEDICATION\PARK DEED (WARRANTY)(V3).DOCX

EXHIBIT B
GRANTEE'S PROPERTY
LEGAL DESCRIPTION

All of Block 18, VANCOUVER WATERFRONT, according to the plat thereof, recorded in Volume 311 of Plats, Page 865, records of Clark County, Washington.



EXHIBIT C **TIEBACK EASEMENT AREA**





Staff Report: 059-22

TO: Mayor and City Council

FROM: Eric Holmes, City Manager

DATE: 4/25/2022

SUBJECT Professional Services Agreement Amendment for Professional Planning Services for the Transportation System Plan Update

Key Points

- In 2019, the City issued a Request for Proposals from planning firms to provide professional planning services to update the Transportation System Plan.
- There were four firms that submitted proposals and after a proposal review and interview process Nelson/Nygaard was selected.
- The contract for professional planning services for Nelson/Nygaard in the amount of \$1,091,523 was approved on October 7, 2019.
- Due to unanticipated delays associated with the COVID-19 pandemic and a lack of staffing resources, staff anticipate exceeding the current contract amount of \$1,091,523 and are seeking Council approval to increase the contract amount by \$220,000 and extend the duration of the contract to October 9, 2024.

Strategic Plan Alignment

Goal 1: Ensure our built environment is the safest, most environmentally responsible and well maintained in the Pacific Northwest

Objective 1.1: Develop and maintain a safe, balanced and innovative transportation system that will meet the needs of future generations

Goal 6: Facilitate the creation of neighborhoods where residents can walk or bike to essential amenities and services - "20-minute neighborhoods"

Goal 8: Strengthen commercial, retail and community districts throughout the City

Present Situation

The TSP update will provide a framework to guide transportation investments over the next 20 years in alignment with Council priorities and the community's vision and goals. It is being developed through a robust, equitable, and collaborative process with stakeholders and the

community to help improve safety, mobility, and quality of life for City residents. It will include both short- and long-range strategies, and specific program, policy, and project recommendations to create an integrated multimodal transportation system that facilitates the safe and efficient movement of people and goods, accommodates anticipated growth, and is environmentally and fiscally sustainable.

Due to the unanticipated COVID-19 pandemic and its resulting impacts, the project was delayed several months. Budget responses to COVID required a complete project pause for several months, and public health and safety protections that moved all engagement to virtual required an overhaul to the existing public outreach strategy as well as new resources to implement the strategy. In addition, staffing changes that occurred during this period of time required more consultant resources for engagement than previously anticipated.

Advantage(s)

1. Provides professional expertise in transportation planning that will significantly enhance the quality and comprehensiveness of the final plan.
2. The TSP update will address the increasing demand on the City's transportation system from new growth and redevelopment, while focusing on improving safety and access for all system users.

Disadvantage(s)

None

Budget Impact

None. Resources to support the additional \$220,000 in funding were identified from savings in other areas and reassigned to this project.

Prior Council Review

1. Approval of the 2021-2022 budget which contained reference to the project
2. Approval of the 2021-2026 Transportation Improvement Program (TIP)
3. Approval of the professional services contract on October 7, 2019

Action Requested

Authorize the City Manager or his designee to execute a Professional Services Agreement amendment with Nelson/Nygaard for a contract increase of \$220,000 for professional planning services for the Transportation System Plan update.

Jennifer Campos, Principal Planner, 360-487-7728

ATTACHMENTS:

- ▣ TSP Update Scope of Work
- ▣ Professional Service Agreement
- ▣ TSP Update Budget

- ▣ TSP Contract Amendment

Vancouver, Washington

Transportation System Plan Update

September 8, 2019

Scope of Work

The following scope of work covers technical work and community engagement required to develop a Transportation System Plan (TSP) Update for the City of Vancouver, WA (herein referred to as “the **City**”). The consultant team led by Nelson\Nygaard Consulting Associates, in association with Alta Planning + Design, DKS Associates, Parametrix, and Brightside Engagement (**Consultant**), will execute the scope of work.

The Consultant will provide all interim and final work products in Word, PDF, GIS, and Excel formats, as appropriate. The Consultant will produce a draft of all major deliverables and will incorporate feedback into a final version based on two rounds (unless otherwise noted) of non-conflicting comments. All electronic files and GIS databases/shapefiles will be provided to the City.

Task 1: Project Management and Oversight

Task Purpose:

- Establish a Project Management Plan to guide Consultant and City staff efforts throughout the TSP Update
- Establish working roles and protocols between the Consultant and City staff

1.1: Hold Project Kickoff Meeting(s)

The Consultant will work with City staff to schedule and convene a kickoff meeting that includes the City project manager and key City staff along with primary members of the consulting team. The kickoff could also be scheduled as two adjacent meetings with one being oriented to higher-level management and a second for just core City project staff.

The purpose of this meeting(s) will be to:

- Discuss project goals, schedule, and outcomes
- Determine Project Management Team (PMT) composition (e.g., 1-4 people who will be the most closely involved from the City’s side)
- Determine Technical Advisory Committee (TAC) composition and roles
- Identify data needs for existing conditions assessment
- Discuss community outreach goals and methods
- Discuss role of geographic area leads and potential sub-areas—consultant team members will specialize in both a modal element as well as one area of the city. The Consultant suggests dividing the city into five sub-areas.

1.2: Develop Project Management Plan

The Consultant will create a Project Management Plan (PMP) detailing Consultant and City roles and responsibilities, assumptions regarding scope execution, schedule, and milestones. The PMP will also act as a project charter, including a brief statement about project goals and objectives and project decision making that can be used as reference throughout the project.

The PMP will address the following topics in addition to others identified by City staff:

- Project communications
- Project schedule
- Project staffing
- Data management and ownership
- Change management
- Quality Assurance and Quality Control
- Project decision making

The Consultant will develop a draft PMP for review by City staff. Once a consolidated set of comments are received, the Consultant will provide a working draft of the PMP. This will be a living document and can be updated if needed throughout the project.

1.3: Hold Bi-Weekly Calls

The Consultant will set up bi-weekly 45-minute calls with the core PMT and consultant team. These calls will be used to track project tasks and schedule, discuss upcoming meetings and events, and review work products. The Consultant will send agendas at least one business day in advance and provide notes and action items after each meeting.

Task 1 Deliverables:

- Kickoff meeting notes and action items
- Project Management Plan
- Bi-weekly call agendas and action items

Task 1 Meetings:

- Attend Kickoff Meeting (6 staff)
- Kickoff Meeting #2 (Contingency)
- Up to 48, 45-minute project management calls (2 to 3 staff)

Task 2: Create Public Involvement and Project Communications Strategy and Content

Task Purpose:

- Determine public outreach goals and create a detailed plan for how to achieve them
- Establish project visual language
- Set up ongoing public communication tools to be used throughout the project

2.1: Develop Public Involvement Plan (PIP)

A successful Vancouver TSP depends on a robust, inclusive, and equitable public outreach process that will elicit input from key stakeholders and a broad cross-section of the community. The Public

Involvement Plan (PIP) will be created at the start of the project to document the Consultant’s outreach strategy and methods, as well as provide specific quantities and tactics for events, staffing, and timing of outreach. The PIP will be a working document that the Consultant updates as needed throughout the project.

Typical elements of a PIP include:

- Public Outreach Goals –the City may desire outcomes from the outreach process beyond the goals of the project itself, such as building a relationship with a particular neighborhood or agency, engaging a certain percentage of the population, etc.
- Project Messages – Bullet list of talking points that can be used by the City and Consultant when talking about the project to ensure a unified message.
- Target Audiences – List of stakeholders, particular agencies, or community enclaves to engage.
- Outreach Schedule – Build upon the project schedule to add detail about when specific outreach activities are envisioned to occur. Create a robust list of outreach opportunities, including good locations for pop-ups (community centers, grocery stores, churches, etc.), a list of major community events and dates (festivals, farmer’s markets), and times and locations of regularly scheduled community group meetings (e.g. neighborhood associations, C-Tran Citizens Advisory Committee, Business Improvement Districts).
- Outreach Tools – includes timeline, staffing, and notification methods
 - Tools to share information (e.g. website, social media)
 - Tools to collect and compile input (e.g. surveys, pop-ups)
- Contacts Database – Working database of agencies and individual contact names for e-blasts, stakeholder interviews, or targeted messaging.

The PIP will set project roles and expectations of three advisory bodies who will provide project oversight and deliverable review throughout:

1. Technical Advisory Committee (TAC) – The project TAC will meet seven times throughout the TSP planning process. The Consultant will provide recommendations to City staff regarding the list of participants for the TAC. City staff and/or City leadership will extend invitations to join the TAC. The Consultant will coordinate meeting times, locations with assistance from City staff. The Consultant will facilitate TAC meetings with input from City staff. (TAC meetings are scoped and budgeted sequentially in this SOW.)
2. Transportation and Mobility Commission (Commission) – This newly formed group has regularly scheduled meetings. The scope assumes that the Consultant team will present to the Commission on the TSP Update three times during the process. (Commission meetings are scoped and budgeted sequentially in this SOW.)
3. Sounding Board – A small group of City staff who will lend fresh eyes to materials before a major event (i.e., to include staff not involved in day-to-day project management). This group will identify risks, helping the project team anticipate questions or concerns from the community. Consultant expects the City to engage this group as part of its deliverable review.

The PIP will also solidify the approach for creating geographic and modal leads to avoid falling into a modal “silo” mindset. Below is an initial breakdown of the city by staff person, which will be finalized during the PIP process.

Figure 1-1 Area Leads and Topic Leads

Team Member	Area Lead	Topic Lead
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Team Member	Area Lead	Topic Lead
Stephanie Wright (N\N)	Central South	Street Network Co-Lead
Brie Becker (N\N)	Central North	TDM/ITS Co-Lead
Ryan Farncomb (Parametrix)	Southeast	Transit Co-Lead
Derek Abe (Alta)	Westside	Active Transportation
Carl Springer (DKS)	Northeast	Freight TDM/ITS Co-Lead Smart Mobility Co-Lead (infrastructure) Street Network Co-Lead

2.2: Develop Project Branding and Visual Identity

The Consultant will host a brainstorming session with the PMT to develop a logo, project name, and overall look and feel for project materials. The Consultant will provide the PMT with multiple brand, logo and project naming options. The PMT will provide input on options, which will be used to create a final project logo, name, and design conventions.

This task will also develop **graphic design guidelines for use throughout the project** so that print, web, and outreach materials maintain a consistent look and feel.

2.3: Develop Online Engagement Tools and Project Videos

The Consultant will create materials for a Be Heard project page that includes information about events, project updates, deliverables, and opportunities for feedback and engagement. Consultant will provide materials the City can use to update the page throughout the project to include project deliverables, event publicity, and outreach tools (e.g. survey, videos).

Social media is a powerful tool that can reach many Vancouverites; however, it is most effective when shared among multiple platforms and users. The Consultant will create a social media calendar and update it throughout the project. This calendar will include messages for posting and directions for which platforms to post on (Instagram, Facebook, Twitter, Next Door), groups to tag, and hashtags to use, so our project is promoted throughout the community. By having a standard set of messages in the calendar, the City will be positioned to ask project partners to post messages on their own social media and tag the project.

The project website will include short and engaging videos designed to convey project information, potential tradeoffs, and the importance the project plays in the city's future. Consultant will create up to three 60-second videos at points throughout the project. These will be managed by Parametrix but created through a video developer (included in the budget as a direct cost).

Consultant will create a database of contacts that will be used for periodic e-mail blasts.

2.4: Hold Technical Advisory Committee Meeting #1

As the team starts begins work on technical analysis, a first meeting with the TAC will be needed to introduce the project, discuss the PIP, and gain insights into the group's desired outcomes from the TSP. The Consultant will prepare an agenda and meeting materials to introduce the project and facilitate a discussion exercise to gain an understanding of desired outcomes for the project and for Vancouver's transportation system.

Task 2 Deliverables:

- Public Involvement Plan
- Branding materials
- Graphic design guidelines and project templates (document, PowerPoint, etc.)
- Videos (up to 3)
- Project website content
- Social media calendar (to be updated throughout project)
- TAC Meeting #1 agenda, facilitation materials, and meeting summary

Task 2 Meetings:

- Attend TAC #1 (2 staff)

Task 3: Develop Project Background, Baseline, and Goals

Task Purpose:

- Set a baseline for the TSP including studying the city's goals and policy framework, regional context, and trends since the last TSP
- Develop high-level existing conditions materials that are meaningful and accessible for public outreach and the project committees
- Develop updated transportation vision and goals (working version to be updated again after public outreach)

3.1: Conduct Policy and Background Review

The City has adopted various transportation and land use goals and policies in the current TSP, the Comprehensive Plan, subarea and actions plans, and in the City Strategic Plan. This task will include a detailed review of existing policies and plans to identify where there is support or tension between policies and recent city visioning work, where policy directions conflict, and to understand planned projects across the transportation system. The Consultant will identify key owners of each policy to help facilitate conversations about how to resolve these tensions during the course of the plan process.

This task will also include a review of model policies from peer cities around the Northwest and North America. The Consultant will work with City staff to identify 8-10 key policy areas for exploration and identification of best practices. These will be integrated in the Policy and Background Review Memorandum.

The City has numerous subarea and neighborhood plans, as well as a citywide safety study and other efforts that the TSP must build upon. The Consultant will review background studies for projects, programs, and any detail on modal networks that can be used in the TSP. Regional plans and studies, including those produced by the Regional Transportation Council (RTC), will also be included.

A technical memorandum will be produced by Consultant to document the current transportation and land use policy context, including key challenges and opportunities for consideration during the TSP update.

3.2: Develop Draft Transportation System Vision and Desired Outcomes

A vision, goals, and objectives for the Vancouver transportation system will be developed in Task 6 following extensive outreach with the community and key stakeholders. This early task is proposed simply

to document some language from the plan and policy review and provide content for people to react to. The intent is not to feed the public content, but to test key themes that arise from previous surveys, community engagement, transportation planning efforts, and the Council Visioning survey and report. These will be presented as “vision elements” with opportunities for people to add or disagree with key themes. Similarly, rather than asking about goals, the Consultant will test “desired outcomes,” or the futures that people want for their community, travel, and related outcomes such as safety and affordability. The Consultant has a number of fun and engaging outreach processes and games that allow community members to provide feedback in a constructive and engaging fashion. These “themes” will be used throughout Task 4 (engagement).

3.3: Develop State of Mobility Brochure

The State of Mobility Brochure will provide informative statistics and trends told in a graphic-rich format. The brochure will be the basis upon which public outreach materials will be built in Task 4, therefore it will focus on simple yet telling data and statements. The input received from the public will inform the much more in-depth analysis by mode of transportation the Consultant will conduct in Task 5.

Information in the State of Mobility Brochure will include among other potential elements:

- Highlights from policy and plan review including crash analysis.
- Community profile and market analysis to tell the story of growth and change in Vancouver, including development patterns, population change, and neighborhood change.
- Key performance data for transit, bicycle, pedestrian, and freight existing networks.
- Traffic volumes, major travel routes, and areas of congestion.

3.4: Hold Technical Advisory Committee Meeting #2

The Consultant will present the State of Mobility Report to the TAC to gather feedback in advance of public outreach in Task 4.

City staff will identify and reserve a venue for TAC meetings. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

3.5: Hold Transportation and Mobility Commission Meeting #1

The Consultant will prepare for and deliver a presentation to the City of Vancouver Transportation and Mobility Commission (Mobility Commission). The presentation will cover similar materials as the first TAC meeting. In particular, this will be an opportunity to share and receive feedback on the draft State of Mobility Report materials before they are revealed to the public.

Task 3 Deliverables:

- Policy and Background Review Memorandum
- Draft vision and outcomes statements
- State of Mobility Report
- TAC Meeting #2 agenda, facilitation materials, and meeting summary
- Mobility Commission Meeting #1 agenda, facilitation materials, and meeting summary

Task 3 Meetings:

- Attend TAC #2 (2 staff)
- Attend Mobility Commission #1 (2 staff)

Task 4: Conduct Community Outreach Phase 1: Issues and Opportunities

Task Purpose:

- Present neighborhood-based State of Mobility Report materials to get people thinking about transportation needs in their community
- Test and refine transportation system draft transportation vision and desired outcomes developed in Task 3
- Gather new themes or community desired outcomes to inform Task 5 analysis
- Develop draft transportation vision and goals

4.1: Develop and Publish Online Survey

The Consultant will develop online survey materials for the City to post on the Be Heard Vancouver project page. The intent of this survey will be to gauge community values, issues, and opportunities regarding the transportation system and local and regional travel. The online survey will be published in English, Spanish, and Russian. The Consultant will promote the survey through our social media platform, website, e-mail blast, and outreach events.

4.2: Stakeholder Meetings

An effective method for engaging a large number of stakeholders is to block off a large chunk of time, set up at a centralized location like City Hall, and create time slots and invite stakeholders far enough in advance to secure a high rate of attendance. The Consultant team will be on site for two consecutive days to understand issues and priorities for Vancouver's transportation systems. The Consultant will create a discussion guide and invitation e-mail. City staff will provide input on how to best group stakeholders by neighborhood or by topic area. Consultant will work with City to hire a CBO representative to drive participation from the Russian and Hispanic communities in Vancouver. Community conversations might include the following groups:

- Russian-focused group with interpretation, stipend, childcare, and food, including:
 - Slavic Christian Academy
 - Slavic Grace Baptist Church
- Spanish-focused group with interpretation, stipend, childcare, and food, including:
 - Professional Latino Services
 - Latino Community Resource Group
 - Clark County Latino Youth Conference
 - Hispanic Metropolitan Chamber
- El Hispanic News Agency staff (WSDOT, C-Tran, City, Clark County)
- Local businesses (focus on minority-owned businesses)
- Education (schools, universities)
- Major employers (Hewlett Packard, BPA, etc.)
- Local real estate developers with investments or interest in regional land use
- Healthcare providers (PeaceHealth, Vancouver Clinic, etc.)
- Community and neighborhood groups
- Nonprofits
 - YWCA Clark County

- Vancouver Housing Authority
- Clark County Veteran’s Assistance Center
- Freight representatives
 - Vanport Trucking
 - Joel Olson Trucking, Inc.

The Spanish and Russian stakeholder meetings will be recruited for using community leaders, who will receive a stipend. Participants will also be offered food, childcare, and an incentive.

City staff can choose to attend stakeholder meetings or decline in order to allow for more open input from stakeholders.

4.3: Plan and Support Community Events

Community events will include piggybacking off already planned events happening in the community plus a series of neighborhood pop-ups engaging people in places where they already gather.

The two community events would include tabling at a farmer’s market or festival – events that have a large draw across the city and the region. This provides input from visitors as well as residents.

Pop-up events intercept people at places people visit in the course of daily life, such as sports events, grocery stores, community centers, etc. Pop-ups will be held in each area of the city. Staffing will include Consultant area lead plus a city representative. The Consultant will prepare outreach materials and will set up eight to ten pop-up events.

4.4: Community Presentations

Consultant will use the PIP to identify community groups who have regularly scheduled meetings that are opportunities for the TSP team to provide brief project updates and gather comments. The Consultant will develop a stock presentation and work with the community group to secure time on the agenda. It is expected that City staff will make the presentations and provide any necessary print materials. The Consultant will also provide a brief questionnaire that can be used at community presentations. This will align with the community survey question themes and provide an opportunity to broaden community input.

4.5: Develop Draft Transportation System Vision and Desired Outcomes (Stage 2)

The TSP will need to be grounded in a clear vision for where the City of Vancouver is headed. Recent work to support the City Council’s community vision provides an excellent background. The Consultant will review this work with City staff that supported its development and interfaced with the community.

Since mobility is not an end in itself, but rather a means to addressing community goals of economic resilience, sustainability, livability, and social equity, the Consultant will need to start with clear working community vision and goals. The Consultant team will use community and stakeholder input and results of the policy review (particularly from recent City Council visioning work) to develop a working draft Transportation Vision and set of Desired Outcomes. At this point in the process it is helpful to frame goals as community desired outcomes, tangible futures that people can respond to without getting hung up on planning terms. Desired Outcomes will be translated into project goals later in the process.

The Consultant will provide a brief document that includes a working draft Transportation Vision and set of 8 to 12 Desired Community Outcomes.

4.6: Hold Technical Advisory Committee Meeting #3

Completion of the working draft Transportation Vision and Desired Outcomes will be an opportune time for the third Technical Advisory Committee (TAC) meeting. This meeting of the TAC will focus on:

- Input themes gathered during community outreach
- Working draft Transportation Vision
- Working Draft Desired Outcomes
- Presentation to the leadership/policy maker group

City staff will identify and reserve a venue for TAC meetings. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

4.7: Management Leadership Team Meeting #1

The Management Leadership Team will include representation from multiple City department directors. This group will be briefed four times throughout the project. At this first meeting, the Consultant will highlight materials from the first three TAC presentations to ensure City leadership can provide insights and comments into existing conditions work.

4.8: City Council Meeting #1, Planning Commission Meeting #1

Now that a substantial amount of work has been complete, the Consultant will brief City Council and the Planning Commission at their regularly scheduled meetings on existing transportation conditions and community outreach findings. Information from previous TAC meetings or Management Leadership Team meetings will be highlighted.

4.9: Hold Leadership/Policy Maker Presentation/Workshop #1

The Consultant will prepare for and help facilitate up to two presentations with City leadership, which could include representatives from the Management Leadership Team, senior staff, City Council and/or Planning Commission members. These presentations would be aimed at explaining how an updated TSP benefits Vancouver, the benefits of multimodal street design, and how the TSP will slot into city processes. The Consultant will also come with key questions the Consultant want input on from these groups to inform our next stage of analysis.

This initial Leadership workshop would come at a time when the Consultant has collected significant data community desired outcomes and have the State of Mobility Report drafted, identifying key issues, challenges and opportunities. The team will also have a working draft vision and desired outcome for executive leadership and policy makers to respond to. The meeting will be structured as a two-way conversation—sharing what the team has learned and facilitating a discussion to provide critical feedback from participants.

Task 4 Deliverables:

- Community web survey draft, beta version, and final
- Community Needs Assessment Results Memorandum that will become or contribute to a Community Needs chapter of the TSP
- Stock presentations and boards used for community events
- TAC Meeting #3 agenda, facilitation materials, and meeting summary
- Management Leadership Team, City Council, and Planning Commission presentation materials
- Leadership/Policy Maker Workshop #1 agenda, facilitation materials, and meeting summary

Task 4 Meetings:

- Attend Stakeholder Meetings (2 staff)
- Attend TAC #3 (2 staff)
- Attend Management Leadership Team #1 (1 staff)
- Attend City Council #1 (1 staff)
- Attend Planning Commission #1 (1 staff)
- Attend Leadership/Policy Maker Workshop #1 (2 - 3 staff)
- Attend 2 community events (2 staff) and 8-10 pop-ups (1 staff per event)

Task 5: Conduct Transportation Systems Analysis and Needs Assessment**Task Purpose:**

- Conduct technical and trend analysis for each mode/system (current and future – 2040)
- Assess issues and opportunities voiced by the community, stakeholders, TAC, and Commission
- Identify transportation gaps and needs for each modal system and for local neighborhoods
- Set the stage for creation of projects, programs, and policies by using analysis to identify initial solutions
- Conduct a focused assessment of the City's role in transit and set a baseline for identifying opportunities to improve transit performance and quality

5.1: Identify Key Land Use, Demographic, and Socio-Economic Trends (Current and 2040)

There is an inextricable connection between land use and travel behavior. The Consultant will conduct a review of current and future land use patterns and trends to inform planning, analysis and community engagement throughout the TSP process. This analysis will review current zoning and land use regulation, any potential regulatory changes, and evaluate current and future (2040) demographic patterns, such as:

- Population and population density
- Employment and employment density
- Location of low- and working-wage jobs
- Distribution of specific populations such as low-income residents, residents over age 65, people of color, youth, etc.
- Housing types and housing cost
- Location of manufacturing and industrial businesses
- Other socio-economic variables that contribute to our understanding of the transportation system

The Consultant has several typical data indices that it uses, combining data sources to help illustrate transportation needs and gaps.

The Consultant will develop a short memorandum including maps and graphics demonstrating key data and trends.

5.2 Conduct Technical Analysis and Needs and Opportunities Assessment for Modal Systems

Assessing the City of Vancouver's current and future modal investment and policy needs is a foundational element of developing the TSP update. This task will evaluate each modal system in more depth than the

level included in the State of Mobility Report. For each modal element the Consultant will review technical data and integrate themes heard from the community, stakeholders, and the Commission.

The Consultant will develop a technical memo for each modal element that will include the following basic elements, in addition to any mode-specific analysis identified below:

- Summary of relevant policies
- Map of the current modal system
- Performance evaluation using relevant performance measures/indicators
- Summary of community input
- Identification of needs, gaps, and deficiencies
- Highlight of industry trends
- Summary of any demographic/land use trends impacting future needs or requiring policy attention

Each modal assessment will focus on current condition and planned changes.

5.2.1: Conduct Street Network System Assessment

The Consultant will evaluate the motor vehicle system performance for passenger vehicles based on current and future vehicle demands to understand how well the system meets traveler needs. The Consultant will conduct the assessment using travel demand information from existing and readily available sources provided by the City, County, and WSDOT. No new traffic volume counts will be collected by the consultant team. Traffic performance reporting will emphasize conditions on arterials and corridors rather than on at-grade intersection conditions. The horizon planning year travel volumes will be taken from the most recent regional travel model managed by RTC. The Consultant will use the horizon planning year 2040 as the forecast year.

The Consultant will work with the project management team to define appropriate performance measures and methods, data sources, and targets. These measures will build from the methods defined in the City's concurrency ordinances for motor vehicle performance, and may include vehicle-miles traveled, travel time, person trips, and the extent and duration of system congestion. The Consultant will draft a memorandum documenting the methods and assumptions for the motor vehicle system analysis for review and approval by the project management team.

The street network system assessment will focus primarily on corridor level indicators, such as travel speed, travel time index and hours of excessive congestion. No evaluations for major at-grade intersections will be performed.

Outcomes of this performance evaluation process will be an identification of roadway junctions and corridors where the existing and future (which includes committed capital projects) system elements that fall below identified performance targets. Findings will be tabulated and mapped to show the extent and location of key performance issues. In addition, the Consultant will identify the current ITS solutions that improve system efficiency and provide recommendations for additional management strategies.

The street network system assessment will also address curb space use in denser areas such as downtown. The Consultant will assess current curb space use, issues, and emerging conflicts. The assessment will evaluate where Transportation Network Companies (TNC) and delivery vehicles lead to potential conflicts with other modal access points and where potential regulatory and curb changes may be required to accommodate or manage new curb demands. The Consultant will evaluate current on-street parking needs (focused largely in areas with managed parking needs) and assess future access requirements and

how shifting mobility technology and use may affect future demands for long-term and short-term curb parking.

5.2.2: Conduct Freight System Assessment

The Consultant will evaluate motor vehicle system performance for freight vehicles based on current and future vehicle demands to understand how the current system is meeting freight needs. The freight analysis will include current patterns in and through Vancouver, major origins and destinations, and conditions along key freight corridors.

The Consultant will analyze how well the system meets the needs of freight using readily available sources provided by the City, County, and WSDOT. The freight system assessment will use data compiled from readily available sources. No new traffic volume counts will be collected by the consultant team. Traffic performance reporting will emphasize conditions on arterials and corridors rather than on at-grade intersection conditions. The Consultant will use the horizon planning year 2040.

The consultant team will work with the project management team to define appropriate performance measures and methods, data sources, and targets. The motor vehicle system evaluation will focus primarily on corridor level indicators, such as travel speed, travel time index and hours of excessive congestion. The evaluation will use readily accessible data and report archives and will not involve significant new operational analysis. No evaluations for major at-grade intersections will be performed.

5.2.3: Conduct Pedestrian Assessment

This phase of work will begin with a data collection and assessment effort to assess existing data and potential to access additional data as needed. The Consultant will conduct a comprehensive inventory of existing and planned active pedestrian facilities through review of relevant planning documents, programs, policies, and community and stakeholder input. Consultant will work closely with the City to understand the current pedestrian context and climate. An analysis of existing and planned pedestrian transportation routes will be performed to identify deficiencies and gaps in the pedestrian networks. Analyses will include the following, based on available data:

- Pedestrian counts
- Presence/absence and condition of existing pedestrian facilities
- Gaps and opportunities in network connectivity as they relate to other modes such as bicycle circulation, transit and new mobility.

The results of these analyses will culminate in a pedestrian circulation map atlas with special emphasis placed on the identification of pedestrian facility integration, Complete Streets, closing gaps in connectivity, “Level of Stress,” and potential opportunity sites that support a better integrated multi-modal network. Elements of this Pedestrian Map Atlas (which may be combined with a Bicycle Map Atlas) produced in GIS will be easily adapted to web and pdf formats.

5.2.4 Conduct Bicycle System Assessment

The Consultant will conduct a comprehensive inventory of existing and planned active bicycle facilities through the review of relevant planning documents, programs, policies, and community and stakeholder input. The Consultant will work closely with the City to understand the current bicycle transportation context and climate, and in developing a strategic, context sensitive approach to the modal elements and recommendations.

An analysis of existing and planned bicycle transportation routes will be performed to identify deficiencies and gaps in the bicycle network.

Analyses will include the following, based on available data:

- Bicycle counts
- Presence/absence and condition of existing bicycle facilities
- Gaps and opportunities in bicycle network connectivity, and as they relate to other modes such as walking, transit and new mobility.
- Citywide Bicycle Suitability/Demand analysis considering activity centers (e.g., schools, parks, recreational, and/or retail destinations)
- Citywide Bicycle Level of Traffic Stress (B-LTS)

The results of these analyses will culminate in an active transportation map atlas with special emphasis placed on the identification of bicycle facility integration, Complete Streets, closing gaps in connectivity, “Level of Stress”, and potential opportunity sites that support a better integrated multi-modal network. Elements of the Bicycle Map Atlas (which may be combined with a Pedestrian Map Atlas) produced in GIS will be easily adapted to web and pdf formats.

In the event that the results of the bicycle demand and B-LTS analyses are insufficient in generating specific improvement recommendations, comparing alternatives, prioritizing projects, or quantifying and predicting levels of traffic stress and connectivity, the Consultant will perform a more appropriate sensitivity analysis or other qualitative analyses, and/or evaluate broader geographic dataset to address these deficiencies, and better account for specific needs.

5.2.5: Conduct Public Transportation Assessment

The transit landscape in Vancouver is changing quickly, with implementation of BRT through The Vine. Planned expansion of The Vine (with Fourth Plain currently under design) and potential resurfacing of a transit bridge across the Columbia River mean transit will require in-depth analysis. The TSP process provides opportunity to both enhance transit throughout neighborhoods, providing access and mobility options, as well as use transit as a way of alleviating downtown congestion. Enhanced transit networks like The Vine are also an opportunity to create complete streets through better walking networks to access transit investments.

In this first transit task Consultant will summarize current service levels and productivity. This will include an assessment of transit frequencies and span of service overlaid with population and employment density, ridership by stop (Consultant expects C-Tran to provide this data in a clean format), and productivity levels (ridership per revenue hour and mile, on-time performance) compared to similar-sized systems. This analysis will include both C-Tran’s fixed-route and demand-response services. Financial analysis including trends in operating and capital cost as well as cost per hour, cost per mile, and farebox recovery will paint a picture of service efficiency. Planned changes to transit routes compared against areas of the city that are growing or will grow by 2040 will be used to assess service gaps and opportunities.

Vancouver is a major hub in the regional transit network. An inventory of existing intercity providers, levels of service, and ridership (if available) will be created.

5.2.6: Conduct Transportation Demand Management (TDM), Transportation Systems Management (TSM), and Intelligent Transportation Systems (ITS) Assessment

In a growing city and region Transportation Demand Management (TDM), Transportation Systems Management (TSM), and Intelligent Transportation Systems (ITS) technology play an increasingly important role in managing travel demands. TDM connects people to infrastructure with incentives, programming, and policies that make a broader range of travel options viable and attract active. The

Consultant will baseline Vancouver's TDM program and assess the role of the State Commute Trip Reduction (CTR) program in Vancouver. The assessment will include a review of best practices that are viable for Vancouver, including assessing how emerging options and mobility technologies might address and change demands.

This task will also evaluate TSM and ITS programs and technologies that are in place locally and relevant regional programs, identifying opportunities for future TSM improvements. DKS has worked with the City of Vancouver and Clark County traffic signal system management teams and will use this baseline knowledge to support the assessment. Our needs analysis will focus on how the agencies currently work to improve safety, monitor performance, and enhance efficiency and what opportunities exist to improve those roles.

5.2.7: Conduct Smart Mobility / Connected Mobility Assessment

This modal element will develop a policy framework to guide projects and programs, from infrastructure components to technology services to specific micro-mobility or e-mobility service platforms. First, The Consultant will work with the City and its stakeholders to define smart mobility and how they seek to benefit from modern mobility innovations and disruptions. The Consultant will conduct a high-level scan of regional, statewide, national, and global trends and efforts related to smart mobility services, data and information access, tools, and infrastructure. This scan will assess risks related to the local and global trends based on criteria derived from Vancouver's overarching community goals, transportation funding and financing, growth and land use profile, and other risk factors that may need City policy or management intervention. DKS will lead infrastructure elements such as connected signals and autonomous vehicles, and The Consultant will focus on themes such as Mobility as a Service and bike share.

As noted in the State of Mobility scope task, The Consultant will assess the regulatory and funding environment related to smart and emerging mobility. The Consultant will also conduct a new mobility propensity analysis to determine how different neighborhoods and land use environments respond to shared mobility services and how they may facilitate access to transit. The propensity analysis will delineate use propensity for auto-centric shared services (i.e., TNCs and car share), active mobility-oriented shared services (i.e., micromobility services), and shared mobility options for first-/last-mile connectivity (i.e., broad cross section of small and large vehicle sharing options).

5.3: Enhanced Transit Analysis

The Consultant will develop an analytic framework for the City of Vancouver to identify its roles in providing high-quality public transit and investment opportunities that enhance or supplement C-Tran service and capital investments. The RTC High Capacity Transit (HCT) Plan provides a framework for regional investment and C-Tran is working to develop capital projects in key corridors, building on the Fourth Plain BRT (The Vine) Project. Transit analysis conducted in this task will focus on creating a City transit vision for service based on community needs and growth projections, a policy basis for what types of transit treatments can be applied to optimize service safety and efficiency, and ways the City and C-Tran can partner in terms of land use processes, infrastructure responsibilities, or street design. The goal of this task is to chart a path for transit to continue growing its role in the community through partnerships with the City.

Consultant will build on the analysis in Task 5.2.5 to better understand service performance and how well service is matched to demand. This will include:

- Identifying and validating transit corridors based on existing stop-level ridership, INRIX origin-destination data, and projected growth from the RTC model.

- Assessment of transit system delay. This is calculated by comparing bus run times to general traffic travel times. Consultant will also compare travel times on The Vine to understand the efficacy of current transit priority treatments.
- Comparison of auto to transit travel times between major origin and destinations.

The rollout of enhanced transit on The Vine is a key development in Vancouver. Consultant will evaluate BRT/enhanced transit/high capacity systems being planned and deployed in up for four communities to understand how these routes or systems are being planned and designed, performance metrics tied to service deployment and evaluation, and street design tools used to enhance transit speed and safety.

Consultant will met with C-Tran to discuss opportunities based on the analysis of existing service and peer review. This will include where C-Tran envisions the system growing, types of service needed, and how trends in technology or demographics affect service delivery. Since streets belong to the City and land uses are approved by the City, a discussion is also needed around how these two critical topics can support transit. Up to two meetings with C-Tran are expected. Consultant will gather rider perspectives by meeting with C-Tran's Citizens Advisory Committee up to two times.

Next, Consultant will set the stage for future transit investment by creating an initial set of evaluation factors for different types of transit service. These factors might include population density, employment density, regional connectivity, equity, future growth, delay, or existing ridership. The goal is to set up a network in Task 7 of families of transit services that match service to needs, such as a high-frequency or high-capacity set of routes, a set of core routes, local connectors, or demand-response zones. This task will create the policy framework for the creation of the future transit network.

5.4: Staff Work Session #1

The Consultant will work with City staff to schedule, organize, and facilitate staff work sessions including staff beyond those who are intimately involved with the TSP. These work sessions will be opportunities to test ideas, gather input, and ensure the Consultant can operationalize the TSP's projects, programs, and policies.

Staff Work Session #1 will focus on findings from the modal assessments in task 5. The Consultant will identify key challenges and opportunities from the modal assessments and discuss outreach and community communication methods to address those challenges and opportunities.

5.5: Hold Technical Advisory Committee Meeting #4

This meeting of the Technical Advisory Committee (TAC) will be schedule following an initial core staff review of Task 5 technical analysis and modal assessments. This meeting will focus on:

- Findings from modal assessments
- Facilitated discussion of key opportunities for the TSP update

City staff will identify and reserve a venue for TAC meetings. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

Task 5 Deliverables:

- Memorandum on Land Use, Demographic and Socio-Economic Trends as they relate to future transportation system needs
- Area walk audits (contingency)
- Group bike rides (contingency)

- Draft and Final Modal analysis memorandum (7): Street Network, Freight, Pedestrian, Bicycle, Public Transportation, TDM/ITS, Smart Mobility
- Enhanced Transit Analysis Memorandum
- Staff Work Session #1 agenda, facilitation materials, and meeting summary
- TAC Meeting #4 agenda, facilitation materials, and meeting summary

Task 5 Meetings:

- Attend TAC #4 (2 staff)
- Up to two working sessions with C-Tran
- Up to two presentations to C-Trans' Citizens Advisory Committee
- Staff Work Session #1 (2 Staff)

Task 6: Develop Goals Framework

Task Purpose:

- Develop project goals and a framework for evaluating and prioritizing TSP policies and investments
- Update the processes and practices that will be used to deliver the programs, projects, and policies of the TSP
- Set up ways of measuring performance and benchmarking success
- Host staff work sessions to understand existing practices, challenges, and opportunities
- Create tools that can be integrated into city processes or create new processes

6.1: Develop Transportation Vision, Goals, and Evaluation Framework

The TSP Update is a chance to reset a transportation vision and goals for Vancouver that are directly rooted in current community values and direction set by City Council and executive leadership. The team's work in earlier tasks listening to the public, community stakeholders and leaders will inform the selection of the project goals and evaluation framework. The selection of the project goals will communicate the values that the transportation system should be designed to achieve and preserve. The Consultant will use interactive and flexible engagement approaches as identified in Task 3 to reach a broad audience. The Consultant will engage staff and the TAC to develop concrete, measurable goals. Most importantly, development of a project goals framework will build on the early working vision and desired outcomes and community, staff, TAC and leadership feedback to that content.

The Consultant will build on the past planning assessment, the existing conditions analysis, and public feedback to develop an evaluation framework that will help guide content for each modal element of the TSP and overall plan priorities. The evaluation framework will recommend performance measures stemming from and supporting the mobility goals developed in the policy framework. The evaluation framework will employ a rigorous, data driven, outcome-based approach using a Multiple Account Evaluation (MAE) framework to identify and evaluate investment opportunities. The MAE evaluation framework applies performance measures at the scenario and project level. Examples of performance measures include:

- Mobility – mode split (all vs. commute trips), ridership/activity by mode, trip length
- Environment – GHG emissions, vehicle miles traveled (VMT)
- Economy – access to jobs and services, revenue, population/job growth, freight movement

- Safety – collisions by mode, bike/pedestrian facility miles
- Community/equity – geographic access, travel costs, housing affordability
- Efficiency – congestion, travel times, cost-effectiveness, infrastructure condition

This task will also develop draft performance measures that can benchmark progress post plan implementation. The benchmarks the Consultant choose must be telling, limited in number, and rely on readily available data for measurement. Limited funding is available for major street reconstruction or expansion, therefore creating change often means reallocating space from one use to another. This task is critical in establishing thresholds for change, such as creating mode share targets, acceptable levels of congestion standards, or traffic volume levels for road diets. The goals and performance measures will live in the TSP, but can be integrated into the City's Complete Streets policy or future subarea plans as well.

6.2 Staff Work Session #2

During staff work session #2, the Consultant will focus on vision and goal setting for the project. The Consultant will lead and facilitate a conversation to finalize the evaluation framework which will be used to guide the work in Task 7.

6.3: Street Typologies

The Consultant will develop a street typology framework that establishes the types of streets the community envisions. The framework will address which types of facilities are paired with which types of streets with the understanding that every street cannot (and should not) accommodate every need. The Consultant will develop street typologies that extend beyond functional classification, access, and mobility by integrating land use context. For example, a wide, higher speed and higher volume residential street may need more robust walking facilities than a quiet two-lane residential street.

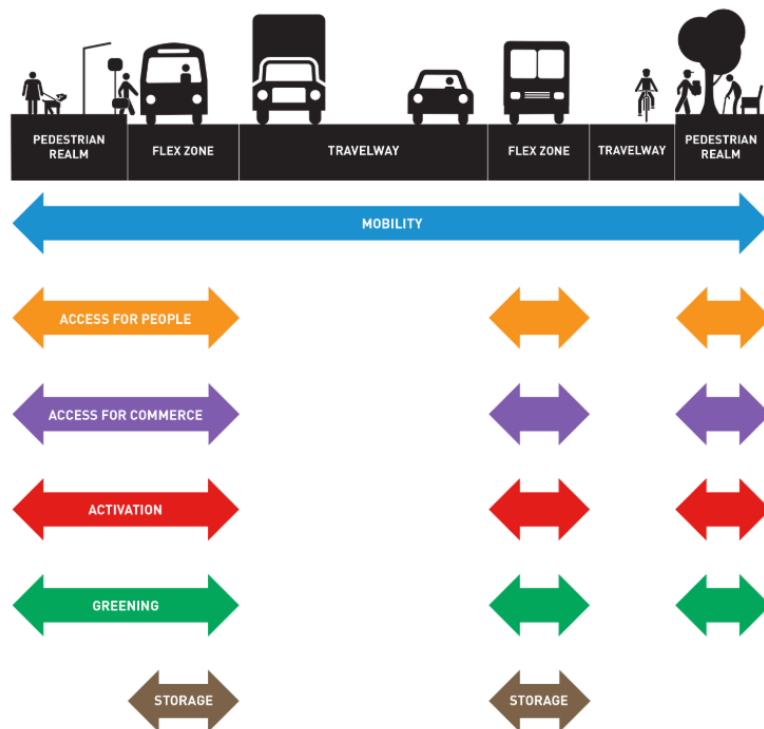
Our approach first creates a naming convention combining a street's transportation function and land use context. The City will provide a GIS database with existing street widths, number of lanes, speed limits, land use and zoning, and traffic volumes. The Consultant will characterize Vancouver's streets into six to ten types. The Consultant will focus efforts on collector and arterial streets and correlate the street types to functional classification for funding purposes. The Consultant will create a map of the types and a matrix with photo examples of each street type. A menu of design options will be listed with each type, flagging any options desired by the City or community that are not in the City's current standards. These designs will be addressed in Task 11.

6.4: Right-of-Way (ROW) Allocation Framework

The Consultant will facilitate honest, fact-driven conversations about fiscal and spatial Right-of-Way (ROW) priorities for the City. The goal of these conversations is to develop a shared understanding of the functions of the ROW and consensus on ROW allocation based on street type and associated land uses.

The Consultant will develop a ROW Allocation Framework for Vancouver that will provide clear guidance to city leaders making ROW allocation decisions for City streets. The Consultant will create a series of graphics to illustrate the framework.

Example framework created for the City of Seattle showing street functions



The Consultant will apply the framework and typologies to one corridor at one cross-section comparison level to be determined by the City. What will the cross-section look like if the Consultant uses the ROW allocation framework? The Consultant will work collaboratively with the City to update the ROW allocation framework and street typologies for application within the City of Vancouver.

Together, Tasks 6.1, 6.3, and 6.4 provide the basis for delivery of multimodal streets. The goals and performance measures create the vision. The street typology framework applies the goals to Vancouver streets and sets up expectations for street character and facilities. The ROW allocation, in the form of a flow chart, helps decision makers apply the street typologies menu to specific streets.

6.5: Staff Work Session #3

During staff work session #3, the Consultant will facilitate a discussion focusing on right-of-way allocation priorities. Addressing conflicting interests related to right-of-way allocation will guide decision making in Task 7.

6.6: Hold Transportation and Mobility Commission Meeting #2

This second meeting with the Commission will be an opportunity for the Consultant and City team to present key findings from the modal assessments, an updated goals framework, and early framework for how decisions are made in the right-of-way.

The Consultant will work with City staff to design an interactive meeting format that will:

- Reveal draft project goals and the framework that will be used to prioritize TSP policies and investments
- Highlight key modal needs and opportunities

- Reveal and discuss key policy and geometric tradeoffs and proposed policy framework that would guide decision making in the future (ROW allocation framework)

Task 6 Deliverables:

- Final goals and performance measures table
- Street typology map and matrix (to be further fleshed out in Task 11)
- ROW allocation flow chart
- Mobility Commission Meeting #2 agenda, facilitation materials, and meeting summary
- Staff Work Sessions #2 agenda, facilitation materials, and meeting summary

Task 6 Meetings:

- Attend Mobility Commission Meeting #2 (2 staff)
- Attend Staff Work Session #2 and #3 (2 staff)

Task 7: Develop Transportation System Projects, Programs, and Policies

Task Purpose:

- Create programs, policies, and projects for each modal element of the transportation system
- Address future transportation needs and challenges in sub-areas of the City

7.1: Develop Modal Elements

This task will develop both (1) a stand-alone memorandum for each element of the modal elements that includes network diagrams, programs, projects, and policies that meet the goals of the TSP and (2) integrated area plans. These modal elements will eventually be integrated into the Draft Transportation System Plan Update. Each modal element will address long-term policy, program, and project needs as well as short- and mid-term priorities.

7.1.1: Develop Street Network and Operations Element

The Consultant will compile the latest capital projects lists from the cities CIP, the Regional Transportation Plan and local subarea planning efforts for City, County and WSDOT roadway facilities. These projects represent the long-range planning solutions that have been identified for the greater Vancouver area. The compiled list will be reviewed against the list of needs and deficiencies to highlight motor vehicle system performance issues that have not been addressed. Recommendations will include solutions to consider, additional studies required, and recommended new policy initiatives to be addressed. During solution development the Consultant will evaluate possible management techniques to explore (ITS and TSM), opportunities to apply complete street policies, and conventional roadway capacity upgrades. The Consultant will review the City's existing street functional classification map and recommend updates to classifications, with consideration for the overlay of street types developed in other work tasks of this plan update.

The Consultant will review the city's policies, plans, and projects to evaluate how to prepare for emerging technology changes in the form of autonomous and connected vehicles, as well as the transition to the increased presence of electric powered vehicles. The Consultant will make recommendations to guide the development of new policies, and programs to help the City navigate this transition.

The Consultant will use the performance metrics developed in task 5.2.1 to score the project list and rank projects into funding groups. The list will include policies and program recommendations for effective

curb space management. Scoring will include a qualitative assessment of the expected progress towards achieving overall transportation planning vision and goals. The Consultant will organize the lists by project type, priority and implementing agency. The Consultant will draft a memorandum describing the scoring criteria approach prior to the ranking process.

The Streets element will recommend policies and programs for effective curb space management. Recommendations will include policy and management considerations, TNC management, and other emerging technologies. Potential regulatory changes that should be anticipated will be documented with recommendations for how Vancouver can ensure future technologies support local goals and values. It is expected that the existing long-range planning document has a comprehensive list of capital projects to address system needs through 2040.

7.1.2: Develop Freight and Goods Movement Element

The Consultant will provide recommendations for improving future freight vehicle movement based on the needs identified in the freight system assessment (task 5.2.2). The Consultant will recommend opportunities to address needs for freight movement along key routes and at major origins and destinations.

The Consultant will develop a freight facility designation map based on existing and future freight activity and connectivity needs. The Consultant will identify design treatments to accommodate freight movements and freight management solutions.

The Consultant will identify roadway junctions and corridors where the existing and future system elements fall below identified performance targets, this will include committed capital projects. The Consultant will identify ways in which the City of Vancouver can support the future movement of freight and goods.

7.1.3: Develop Pedestrian Element

The pedestrian modal element will build on the existing conditions, gap identification, and needs identified in the pedestrian assessment to identify project opportunities and recommendations. This will be guided by the TSP goals, objectives, performance measures, and evaluation criteria, and respond directly to City, State, and Federal guidance and standards, e.g. ADA. The primary infrastructure-oriented outcomes of this phase include the recommended long-term modal element network maps and prioritized project lists. Planning-level cost estimates will be developed for all recommended projects.

The pedestrian modal element will identify potential alternative connective routes, facility enhancements, and crossing treatments that would improve student safety when walking school. Identified Safe Routes to Schools alternatives, enhancements, and treatments will be documented in a format that can be integrated by the City into pedestrian specific plans and shall be crafted to address the needs of future “Safe Routes to Schools” programs.

Recommended pedestrian projects may include route extensions into and beyond city limits to secure a connected, navigable active transportation system considering regional needs and opportunities, and provide the ability to reach desired goods, services, activities and destinations. The pedestrian modal element will propose support facilities, wayfinding and signage improvements that support these pedestrian connectivity improvements.

The pedestrian transportation modal element will recommend specific non-infrastructure programs and policies to support walking, and transportation demand management. Key policy and code updates to improve access, connectivity, and safety for people walking will also be developed for the City to implement TSP projects and programs. A comprehensive list of infrastructure and non-infrastructure

funding options for the City will be provided with reference to historic and existing transportation funding sources.

In the pedestrian modal element the Consultant will also include relevant updates to the City's inventory of standard drawings and details. The standards will be updated in accordance with all departmental design guidance, functional classification system updates, and proposed Municipal Code amendments.

7.1.4: Develop Bicycle Element

The bicycle modal element will build on the existing conditions, gap identification, and needs identified in the bicycle system assessment to identify project opportunities and recommendations. This will be guided by the TSP goals, objectives, performance measures, and evaluation criteria, and respond directly to City, State, and Federal guidance and standards, e.g. ADA. The infrastructure-oriented outcomes of this phase include the recommended long-term modal element network maps and prioritized project lists. Planning-level cost estimates will be developed for all recommended projects.

The bicycle modal element will identify potential alternative connective routes, facility enhancements, and crossing treatments that would improve student safety when biking to school. Identified Safe Routes to Schools alternatives, enhancements, and treatments will be documented in a format that can be integrated by the City into bicycle specific plans and shall be crafted to address the needs of future "Safe Routes to Schools" programs.

Recommended bicycle projects may include route extensions into and beyond city limits to secure a connected, navigable active transportation system considering regional needs and opportunities, and provide the ability to reach desired goods, services, activities and destinations. The bicycle transportation modal element will propose support facilities, wayfinding and signage improvements that support these bicycle connectivity improvements.

The bicycle transportation modal element will recommend specific non-infrastructure programs and policies to support bicycling, and transportation demand management. Key policy and code updates to improve access, connectivity, and safety for people biking will also be developed for the City to implement TSP projects and programs. A comprehensive list of infrastructure and non-infrastructure funding options for the City will be provided with reference to historic and existing transportation funding sources.

In the bicycling modal element the Consultant will also include relevant updates to the City's inventory of standard drawings and details. The standards will be updated in accordance with all departmental design guidance, functional classification system updates, and proposed Municipal Code amendments.

7.1.5: Develop Transit Element

The transit element will create recommendations related to the transit network, a street design toolbox, policies addressing land use and development, and programs enhancing transit accessibility and attractiveness.

Building on the evaluation framework in Task 5.3, Consultant will lay out a future network for transit identifying priority corridors for investment based on demand today and growth patterns heading to 2040. Consultant will use the framework to stratify the corridors, segments or bottleneck intersections into tiers for phased implementation.

Consultant will create a transit speed and reliability toolbox for ways the design of streets can support transit. Any designs not currently part of City standards will be addressed in Task 11. Consultant will apply the toolbox to the top tier of the transit priority network and will produce a map of the corridor with callouts for location and type of tool that should be applied. Selection of tools will be based on delay

analysis conducted in Task 3. No new traffic analysis will be conducted. Consultant will evaluate future travel time savings with the proposed design.

Policies supporting transit may include integrating transit representation into development review, reducing parking requirements in areas with high-frequency transit, allowing midblock crosswalks at bus stops, or entering agreements with property owners to create park and ride spaces (e.g. at churches, grocery stores). These types of policies create a positive, self-reinforcing cycle between the transit service being provided and the underlying processes and practices that the City can control.

Programs supporting transit may touch on infrastructure (Adopt-a-Shelter, secure bike parking at major bus stops) as well as initiatives supporting ridership growth (universal transit passes supported by City, promoting transit for special events). These programs will be coordinated with recommendations from the TDM element.

Consultant will create a set of policies and programs based on community needs and feedback from the TAC and Commission. Consultant will supplement this list with ideas from peer communities, and present this full set of policies and programs at TAC #5 and Commission #3.

7.1.6: Develop Transportation and Systems Demand Management (TDM), Transportation Systems Management (TSM), and Intelligent Transportation Systems (ITS) Element

The TDM, TSM, and ITS modal element will build on the existing conditions, gap identification, and needs identified in the program, technology and system assessment to identify project, policy, and programmatic opportunities and recommendations. The Consultant will identify opportunities for the City of Vancouver and major employers to enhance TDM and travel options programming including making more effective use of the State Commute Trip Reduction (CTR) program to enhance employer-initiated programs and incentives. Recommendations will build on best practices that are viable for Vancouver, including policy and programmatic recommendations for adoption of mobility technologies to reduce travel demand and meet other local goals.

The Consultant will also identify and prioritize TSM and ITS programs and technologies that improve operational efficiency for vehicles and freight haulers. DKS will use its knowledge of the City of Vancouver and Clark County traffic signal systems to identify potential improvements and investment programs. Recommendations will focus on programs and policies to improve safety, monitor performance, and enhance efficiency. This element will support streets, transit, and other elements of the TSP.

The TDM/TSM/ITS element will include recommendations for the following, among other identified needs:

- Programs, partners, education, and outreach opportunities to leverage capital and service investments identified in the TSP
- Programs and approached to better leverage State Commute Trip Reduction Programs
- TSM strategies and technology such as Dynamic Message Signs, freeway ramp metering, regional travel time signs on major highways/freeways
- Policies to enable data sharing and ongoing performance monitoring within and between local agencies
- ITS technology to support vehicle movement/circulation, freeway access, event or facility access, transit speed and reliability, and other needs identified in the TSP.

7.1.7 Develop Smart Mobility and Autonomous/Connected Mobility Element

The Consultant will develop a smart mobility element focused on near-term and long-term policy actions, infrastructure investments, regulatory changes, regional coordination, and internal city resourcing and

capacity building opportunities, among others. Due to the rapidly changing nature of smart mobility, the Consultant will focus long-term actions, policies, and recommendations toward achieving desired outcomes and allowing flexibility for unforeseen changes. To do so, the Consultant will recommend thresholds for policy change and investment, reflecting the tendency of mobility innovation to disrupt tradition planning horizon frameworks.

The smart mobility element will include the following themes (not an exhaustive list):

- Connected and Autonomous Vehicle (CAV) considerations
- Advancements in transportation electrification and other alternative fuel sources
- Guidance on managing and leveraging emerging service types, business models, and form factor modalities, including hybrid mobility and urban delivery models
- Guidance on evaluating shared mobility services, smart mobility investments, and pilots
- Data sharing principles (tied to the evaluation framework, performance measurement, and monitoring plan efforts of the TSP), privacy, and governance
- Opportunities for street design and facilities to welcome new technologies
- Transportation financing considerations
- Policies supporting shared mobility services
- Transit-orientation opportunities, including mobility hubs, mobility app integration, fare integration, and more
- Opportunities for “problem-solving” pilot partnerships, narrowly tied to current and likely future mobility, affordability, housing, and climate challenges.

7.2: Resolve Network Conflicts

The updated TSP will deliver an integrated set of planned networks, projects, policies, and programs. The layered network approach allows us to identify and resolve overlapping priorities (e.g., where transit priority and business district parking conflict) and set clear policies to rectify those tensions or make adjustments to one network as resolution.

The Consultant project management team will track work across all modal elements, identifying streets and areas within the City where there are overlapping priorities and, in particular, where right-of-way or curb-space demand may be greater than available space allows. Here the team will log these tensions in a spreadsheet and develop spatial map layers to illustrate tensions and overlaps.

The Consultant will apply the draft Right-of-Way Allocation Framework developed in task 6.4 to each of the streets and segments identified above. This assessment will provide a starting point for a policy discussion held in Task 7.3 (Staff Work Session #4). The staff work session will provide guidance to the team in the development of specific policies and projects to be included in the TSP Update and specific modal elements.

7.3: Staff Work Session #4

During staff work session #4, the Consultant will facilitate staff conversation regarding the key recommendations and the overlap and competing interests for users of the transportation system. During this session the Consultant and staff will discuss the system and the network proposals and develop a framework for addressing network conflicts.

7.4: Hold Technical Advisory Committee Meeting #5

This meeting of the TAC will focus on proposed transportation solutions to community challenges. City staff will identify and reserve a venue for TAC meetings. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

7.5: Management Leadership Team Meeting #2

At the second meeting of the Management Leadership Team, the Consultant will run through TAC meeting #5 materials to ensure leadership feels comfortable with the solutions being proposed to the Mobility Commission and the public.

7.6: Hold Transportation and Mobility Commission Meeting #3

The Consultant will present the draft modal elements during the third Transportation and Mobility Commission Meeting.

7.7: City Council Meeting #2, 3, Planning Commission Meeting #2

Task 7 will produce the bulk of the recommendations that will inform the City's future transportation system. The Consultant will present recommendations to Council at two of its regularly scheduled meetings. Recommendations will also be presented to the Planning Commission at one of its regularly scheduled meetings. TAC #5 materials will be used as a basis for the two Council briefings and Planning Commission meeting.

Task 7 Deliverables:

- Modal elements chapters and areas of the city summaries for public outreach
- Draft and final Project Scoring Evaluation Criteria Memorandum
- Updated transportation functional classification map for streets
- Prioritized list of motor vehicle roadway projects
- Recommended new policies to address severe lack of performance, and to prepare for emerging technologies
- Draft and final pedestrian element of the TSP
- Draft and final pedestrian design standard updates (optional)
- Updated freight network map with recommended projects and policies
- Draft and final bicycle element of the TSP
- Draft and final Bicycle design standard updates (optional)
- TAC Meeting #6 agenda, meeting materials, and meeting summary
- Management Leadership Team, City Council, and Planning Commission presentation materials
- Mobility Commission Meeting #3 agenda, facilitation materials, and meeting summary
- Staff Work Sessions #4 assistance scheduling and facilitating

Task 7 Meetings:

- Attend TAC #6 (2 staff)
- Attend Management Leadership Team #2 (1 staff)
- Attend City Council #2, 3 (1 staff)
- Attend Planning Commission #2 (1 staff)

- Attend Mobility Commission Meeting #3 (2 staff)
- Attend Staff Work Sessions #4 (2 staff)

Task 8: Community Outreach Phase 2: Draft Solutions

Task Purpose:

- Gather community input on draft solutions
- Distill community input and use to update modal elements from Task 7

8.1: Online Survey

The Consultant will develop content for a second online survey that the City will place into the Be Heard project page. The intent of the second survey is to provide a user-friendly interface for people to comment on the modal networks and prioritize projects within a limited budget.

The online survey will be published in English, Spanish, and Russian. The Consultant will promote the survey through our social media platform, website, e-mail blast, and outreach events.

8.2: Stakeholder Meetings

Like the first round of stakeholder meetings, Consultant will set up at a centralized location (for one day) and re-invite all those who participated in the first round of outreach. Consultant will organize materials by geographic area of the city, similar to how they will be presented at the community events in Task 8.3. This allows Consultant to create a mini open house for each stakeholder group and walk them around the room to comment on the draft solutions for each part of the city or those of interest. Modal summaries will also be available for those with interest in specific modal elements.

8.3: Community Events

The Consultant will support City staff in planning and hosting the second of two public outreach pushes. Similar to Task 4.3 Consultant will set up tables at two already-planned major community events to get citywide and visitor input, and use pop-up events at eight to 10 locations to get local input at the neighborhood level. The Consultant will prepare boards and exhibits depicting the big ideas for the major transportation elements of the TSP. The Consultant will provide 2 staff for outreach events and 1 staff person (the area lead) for each neighborhood pop-up.

8.4: Community Presentations

Consultant will create presentation materials showcasing the key elements of the TSP modal elements and will schedule time on community event calendars (groups who meet regularly) for presentations. City staff will lead the presentations.

8.5: Hold Leadership/Policy Maker Presentation/Workshop #2

The Consultant will prepare for and help facilitate the second set of presentations with City leadership, which could include department managers, executive staff, City Council and/or Planning Commission members. This presentation will explain the ways in which an updated TSP benefits Vancouver, the benefits of multimodal street design, and how the TSP fits into city processes.

This second Leadership workshop would come at a time when the Consultant has proposed solutions to key issues, challenges and opportunities. The team will also have a working draft TSP Update summary

for city leadership and policy makers to review in advance, allowing people to come to the workshop well informed and prepared. The meeting will be structured as a two-way conversation — sharing the proposed updates and facilitating a discussion to provide critical feedback from participants.

Task 8 Deliverables:

- Community web survey draft, beta version and final
- Stock presentations and boards used for community events
- Leadership Workshop Meeting agenda, facilitation materials, and meeting summary

Task 8 Meetings:

- Attend stakeholder meetings to take place within City Hall (up to 2 staff)
- Attend 2 community events (2 staff) and 8-10 pop-ups (1 staff per event)

Task 9: Develop Implementation and Monitoring Plan and Tools

Task Purpose:

- Determine funding mechanism for implementation
- Set up tools for monitoring progress

9.1: Funding Strategies

The Consultant will document historical transportation funding and expenditure levels based on City records and from the various federal, state, and local agencies during the past five years. Based on this information and other relevant projections, a forecast for transportation funding will be developed for the 2040 horizon year of the plan and up to three interim years.

The Consultant will evaluate current transportation capital and operations funding sources including the Traffic Impact Fee (TIF). This program does not provide for the full range of multimodal solutions, which precludes the application of the TIF to many of the projects in the TSP. The Consultant will identify possible options to amend the TIF program methodology to expand to other investments will be identified, consistent with lessons learned in other Washington jurisdictions.

The project priorities developed in Tasks 7 and finalized in Task 9 will be used to develop an updated and financially constrained project list. Project cost estimates will be updated, as needed, to a common base year, such as 2020, and projected for one or more future years (depending on implementation timeframes developed in the plan). Capital projects and programs will be grouped into funding tiers, consistent with identified project priorities and expected 2040 funding levels. Project groups will follow the current Transportation Improvement Program (TIP) process to include fully funded, partially funded, and unfunded projects.

As part of this task the Consultant will also make recommendations to the City's concurrency program to modify methods and metrics to better align long-range planning with implementation.

9.2: Complete Streets Policy Update

Now that the Complete Streets policy has been operational, it may need some updates based on real world experience and policies adopted in the TSP. The Consultant will evaluate Vancouver's policy using the National Complete Streets Coalition metrics and recommend any modifications.

9.3: Collision Tracking Tool

The City of Vancouver recently completed a System Safety Analysis, which will inform policy discussions in the TSP related to street design, operations, and the prioritization of vulnerable roadway users. This task will provide a tracking system for collisions that Vancouver can use to prioritize investments and use in capital project design. The tracking system will be tied to design protocol that proactively addresses common crash types and crash factors, including roadway attributes. The tool will be online-based and easy to update as WSDOT releases new data. Consultant expects City to provide all crash data in a clean format for transposing into a tracking tool.

9.4: Staff Work Session #5

During staff work session #5, the Consultant will facilitate a staff conversation to finalize TSP recommendations including receiving feedback on the implementation approach. This work session will also serve as an opportunity to have focused conversations regarding remaining decisions and action items related to the plan.

9.5: Hold Technical Advisory Committee Meeting #6

This meeting of the TAC will focus on the draft implementation plan. City staff will identify and reserve a venue for TAC meetings. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

9.6: Management Leadership Team Meeting #3

This third meeting of the Management Leadership Team will focus on the materials presented in TAC #6 – the draft final plan. Leadership will help ensure the final products align with citywide processes and can help support multiple departments.

9.7: Hold Transportation and Mobility Commission Meeting #4

The Consultant will present the draft implementation plan during the fourth Transportation and Mobility Commission Meeting. City staff will identify and reserve a venue for Transportation and Mobility Commission meeting. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

9.8: City Council Meeting #4, 5, Planning Commission Meeting #3

Toward the end of Task 9, the draft plan will have been vetted by the public, city directors, and the Mobility Commission. The Consultant will meet with City Council two times at its regularly scheduled meetings to discuss the final plan and impacts. Consultant will brief Planning Commission at one of its regularly scheduled meetings.

9.9: Public Notification

People providing input want to know how their comments were integrated into the final product. The Consultant will circle back with the public through the website, social media, and e-blast to communicate the draft TSP. The Consultant will summarize comments made and the relevant changes made to the TSP document. Consultant will update the project website to communicate how feedback was incorporated into the TSP. Consultant will also update social media and use an e-blast to communicate the availability of the draft TSP.

9.10: Final Programs, Policies, and Projects

The Consultant will develop a modally-integrated 20-year project list along with priorities policy changes, and supportive programs. A key outcome of this task will be a small set of priority projects and policies, aimed at communicating to the public, stakeholders, and policy makers the “key moves” for Vancouver to attain its transportation vision and goals. This will be produced in a matrix format as well as mapped, serving as a user-friendly way for City staff and key decision makers to vet draft content of the TSP Update.

As part of this update, the Consultant will recommend user-friendly ways of communicating the TIP to the public to be used in Task 8 and Task 9.7 outreach and incorporated in the Task 10 document. The Consultant will also include list of street standards that need to be updated guiding Task 11.

Task 9 Deliverables:

- Funding Strategies Memorandum
- Complete Streets Update Recommendations Memorandum
- Collision tracking tool
- Mobility Commission Meeting #4 agenda, invitation, meeting materials and meeting summary
- TAC Meeting #6 agenda, invitation, meeting materials and meeting summary
- Management Leadership Team, City Council, and Planning Commission presentation materials
- Public Notification of draft TSP through website, social media and e-blast
- Staff Work Session #5 assistance scheduling and facilitating

Task 9 Meetings:

- Attend TAC #6 (2 staff)
- Attend Management Leadership Team #3 (1 staff)
- Attend City Council #4, 5 (1 staff)
- Attend Planning Commission #3 (1 staff)
- Attend Mobility Commission #4 (2 Staff)
- Attend Staff Work Session #5 (2 Staff)

Task 10: Produce Final TSP Update Documents

Task Purpose:

- Finalize Transportation System Plan Update
- Develop graphic-rich web and print documents to share the TSP with the Community

10.1: Produce Draft Print and Online Transportation System Plan Update

The Consultant will collate the highlights from all our previous work into a 50-70 page TSP document, with technical work included as appendices. The document will be graphic-rich and will include a compelling Executive Summary that can be used to promote and educate people about the project.

The Consultant will post the Transportation System Plan Update content onto the website in a user-friendly format allowing readers to easily navigate content. The Consultant will develop a Parallax website to host the on-line TSP document. The online TSP will include an online map with user-friendly scrolling and site navigation.

10.2: Presentation Materials

The Consultant will create a PowerPoint presentation for the City's use in presenting TSP highlights.

10.3: Management Leadership Team Meeting #4

The Consultant will present the final plan to the leadership team.

10.4: City Council Meeting #6

The final plan will be presented to City Council at one of its regularly scheduled meetings.

10.5: Final TSP

Based on input from the PMT, TAC, and Commission, the Consultant will revise the TSP.

Task 10 Deliverables:

- Draft and Final TSP, including a graphic-rich executive summary, 50-70-page document, and technical appendices
- Stock presentation
- Management Leadership Team and City Council presentation materials
- Online TSP document

Task 10 Meetings:

- Page turn meeting with City staff to be held after City completes comments on Draft Final TSP Update
- Attend Management Leadership Team #4 (1 staff)
- Attend City Council #6 (1 staff)

Task 11: Street Standards Update

Task Purpose:

- Identify standard drawings to be updated in light of TSP
- Ensure that city code aligns with TSP outcomes

11.1: Internal Stakeholder Outreach

The Consultant will conduct up to two meetings with City staff (and key stakeholders if desired) to review existing standards and compare to the best practices and policies created in the TSP. Obtaining the input of planning, design, and maintenance staff regarding past and future application of standards- their practicality, their affordability, and their legibility- will help ensure that the City's standards development aligns with the goals set forth by the TSP.

Consultant staff will synthesize feedback received during these meetings to identify standards that need updating or clarification in order to meet the City's goals.

11.2: Cross-Section Development

The Consultant will apply the street typology and ROW allocation framework developed under Task 6 to produce cross-sections for Vancouver's Street Sections portion of its standards. Utilizing the stakeholder input collected in Task 11.1 above, the Consultant will seek to balance community vision, policy, maintainability, and design best practices. The goal is to create realistic typical sections and standards that are easily understood and applied to the existing context in the City.

Cross-sections will identify a range of typical conditions for each street typology identified in Task 6. They will reference appropriate City design standards and specifications in order to create a document that is easily cross-referenced and legible to designers.

11.3: Street Reclassification

Utilizing the GIS street inventory created in Task 6, the Consultant will suggest streets for reclassification to align with the goals of the TSP and the cross-sections developed in 11.2. The Consultant will focus efforts on collector and arterial streets and correlate the street types to functional classification for funding purposes.

The Consultant will provide an overlay of streets recommended for reclassification. This will allow for easy comparison of existing conditions identified in 6.2 versus the proposed sections developed in 11.2 and the tradeoffs needed to move from the existing condition to the proposed.

11.4: Municipal Code and Standards Review

The Consultant will review Municipal Code 11, Streets and Sidewalks, and recommend modifications based on peers, best practices, and NACTO and MUTCD guidance. The stated purpose of Code 11 is to regulate activities within the public ROW of Vancouver in the interests of public health, safety, and welfare. Bringing this code into alignment with the TSP's goal of efficient, safe travel for all modes in the City may require modification.

The Consultant will review all aspects of Code 11 and compare to similarly-sized municipalities that have enacted Complete Streets policies. Modifications will be suggested to ensure a streamlined code that appropriately addresses all modes. The code should be clear to designers and permitting department staff and enforceable by the City. City staff will review and carry out the suggested modifications as deemed appropriate.

City design standards may also need update or addition in order to meet the needs of the TSP. Consultant staff will use the cross sections developed in 11.2 and TSP to identify these standards and provide a list to City staff for review. Suggested updates may include but would not be limited to:

- Modification of width standards for streets and sidewalks
- Updated pavement marking standards
- Median design
- Landscaping
- Lighting
- Addition of standards for any new facility types recommended by the TSP

Bringing standards, code, and the TSP into alignment will create a single, legible, and easily-referenced system of documents that City staff and developers can use to ensure the goals of the TSP are met in the built environment.

11.5: Hold Technical Advisory Committee #7

This meeting of the TAC will focus on standards for City streets. City staff will identify and reserve a venue for TAC meetings. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

Task 11 Deliverables:

- Cross-sections and design menu for each street typology
- Street reclassification map and supporting documentation
- List of updates needed to standards and municipal code to match projects, programs, and policies adopted in TSP
- TAC Meeting #7 agenda, invitation, meeting materials and meeting summary

Task 11 Meetings:

- Up to two meetings with City staff to discuss standards updates
- Attend TAC #7 (2 staff)

Task A: Contingency

In a project of this scale and length, additional work beyond this scope may be needed. Approximately \$40,600 has been set aside to cover unforeseen project tasks, meetings or services. Contingency budget will be approved by a written notification from the City of Vancouver Project Manager that includes a specific task, deliverable(s), meeting(s), and other requirements along with a not-to-exceed budget.

Task B: Update Pedestrian Crossing Policy

A city's pedestrian crossing policy determines where crosswalks are located and designed in maintenance, capital, and development projects. As part of the TSP, Consultant will identify strategies that make walking convenient and attractive; these strategies will likely include guidance on topics such as block spacing, crosswalk location, and crosswalk design. An update to the City's crossing policy will implement TSP recommendations. This task will focus on creating a user-friendly policy that can be consistently applied by staff. Elements of this task will include:

1. Client coordination (phone calls and one in-person meeting devoted to crossings) (4 hours)
2. Staff outreach to understand strengths and weaknesses of the existing policy and functionality needed from the updated policy. Recap recommended crossing spacing from TSP with staff. (10 hours)
3. Best practices review of two or three peer city policies and applicability to Vancouver's update. Focus on understanding how other cities locate new crosswalks, how they create enhanced crossing facility guidance based on vehicle speed, ADT, and number of lanes, and methods of communicating the policy (e.g. through flow charts, graphics). (24 hours)
4. Create draft criteria for crosswalk location. Criteria for placement might include presence of a destination or transit stop, safety, long gap between crossings, etc. Create toolbox of treatments, including refuge islands, signage, signalization, and materials based upon best practices. It is assumed that analysis such as causes of pedestrian crashes and spacing of existing crosswalks will be available through the TSP. (60 hours)

5. Conduct staff workshop where Consultant will gather feedback on location and treatment options. When is a marked crosswalk justified? When is a pedestrian signal needed? A full signal? At this workshop, Consultant will also discuss with staff policy assumptions that could be changed to support walkability – e.g. automatic recall rather than push buttons, slower assumed walking speeds, public awareness campaigns, etc. (12 hours)
6. Revise location and treatment guidance based on staff input. Create decision trees and graphics to easily guide staff through the crossings process. (80 hours)

CITY OF VANCOUVER
PROFESSIONAL SERVICES AGREEMENT No. 100142
TRANSPORTATION SYSTEM PLAN UPDATE

This Agreement by and between the City of Vancouver, a municipal corporation, under the laws of the State of Washington, hereinafter referred to as "City" and Nelson\Nygaard Consulting Associates, Inc., a California corporation, hereinafter referred to as "Contractor", whose address is 2 Bryant Street, Suite 300, San Francisco, California 94114.

WHEREAS, the City desires to engage the Contractor to complete an update of the City's Transportation System Plan and other related services on an as needed basis. Contractor has agreed to offer its professional services to perform said work per City issued Request for Proposal (RFP) No. 7-19, Contractor's proposal to said RFP; and and City Council's approval on October 7, 2019 of Staff Report No.; and

WHEREAS, the Contractor has represented by entering into this Agreement that it is fully qualified to perform the work to which it will be assigned in a competent and professional manner, and to the standards required by City.

NOW, THEREFORE, IT IS MUTUALLY AGREED BETWEEN THE PARTIES:

The City hereby agrees to engage the Contractor and the Contractor hereby agrees to perform, in a satisfactory and proper manner, as determined by the City, the services hereafter set forth in connection with this Agreement:

1. Statement of Work.

Contractor agrees to complete an update of the City's Transportation System Plan per RFP No. 7-19, Contractor's response to said RFP on file in City of Vancouver Procurement Services, and by herein attached ATTACHMENT A- Vancouver, Washington Transportation System Plan Update Scope of Work dated September 8, 2019 and ATTACHMENT B – TSP BUDGET all by reference hereto made a part of this Agreement.

All work must be authorized and approved by the City's Project Manager in writing before any work begins. Contractor shall approach this project in a manner consistent with its customary practice. Contractor shall actively seek collaborative input from City staff.

Compensation is limited to the amount specified for each specific task and/or sub-task as listed in herein attached and by reference made part of this contract BUDGET, Vancouver Washington, Transportation System Plan Update dated September 8, 2019, unless amended per

Section 15 of this Agreement. The City expects Contractor to complete the work stated within the number of hours stated for each task and/or sub-task. If the work requires fewer hours than those estimated, the Contractor will be paid for the actual worked hours necessary to complete that task and/or sub-task. If the Contractor underestimated the number of hours required to perform the work, Contractor shall be paid up to the maximum number of hours stated for the task and/or sub-task. Compensation may be amended, at the City's sole discretion, for documentable circumstances not reasonably foreseeable to either party at the time the task and/or subtask is initiated, or for changes to the scope of work or deliverables requested by the City. All deliverables must be acceptable to the City, at the sole discretion of the City.

Travel expenses are limited to airfare, or mileage at the current IRS rate, and lodging at the U.S. General Services Administration rates. Contractor is solely responsible for its staff's travel time, including travel to and from the City of Vancouver. The City will reimburse all pre-approved miscellaneous expenses at-cost and receipts are required.

This agreement is a purchase of professional services at the rates attached. Payment for these services shall not exceed \$1,091,523.00 USD unless authorized in writing by the City, according to Section 7 of this Agreement. If additional time is needed, please refer to Section 6 of this agreement. A written amendment must be attached.

2. Order of Precedence.

Where there is a conflict among or between any of these documents, the controlling documents shall be the first listed in the following sequence: Amendments to this Agreement; this Agreement; Purchase Orders; Contractor's submitted proposal to RFP No. 7-19 and RFP No. 7-19.

3. Relation of Parties.

The Contractor, its sub consultants, agents and employees are independent contractors performing professional services for City and are not employees of City. The Contractor, its subcontractors, agents and employees, shall not, as a result of this Agreement, accrue leave, retirement, insurance, bonding or any other benefits afforded to City employees. The Contractor, sub consultants, agents and employees shall not have the authority to bind City in any way except as may be specifically provided herein.

4. E-Verify.

Contractor shall register and enter into a Memorandum of Understanding (MOU) with the Department of Homeland Security E-Verify program within sixty (60) days after execution of this Agreement. Contractor shall ensure all Contractor employees and any sub-contractor(s)

assigned to perform work under this Agreement are eligible to work in the United States. Contractor shall provide verification of compliance upon City request. Failure by Contractor to comply with this subsection shall be considered a material breach.

5. Time of Performance.

The service of the Contractor is to commence as of OCTOBER 14, 2019. It is agreed services hereunder shall be completed by DECEMBER 31, 2022.

6. Delays and Extensions of Time.

If the Contractor is delayed at any time in the progress of providing services covered by the Agreement, by any causes beyond Contractor's control, the time for performance may be extended by such time as shall be mutually agreed upon by Contractor and City and shall be incorporated in a written amendment to this Agreement. Any request for an extension of time shall be made in writing to City.

7. Compensation and Schedule of Payments.

City shall pay the Contractor at the rates indicated in Section 1 for work performed under the terms of this Agreement. This is the maximum amount to be paid under this Agreement and it shall not be exceeded without City's prior written authorization in the form of a negotiated and executed amendment. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the project as set forth herein. The Contractor shall submit monthly invoices to City covering both professional fees and project expenses, if any, for fees and expenses from the previous month. Payments to Contractor shall be net 30 days.

The City reserves the right to correct any invoices paid in error according to the rates set forth in this Agreement. City and Contractor agree that any amount paid in error by City does not constitute a rate change in the amount of the contract. The City's contract/purchase order (PO) number given on the notice to proceed must be referenced on any invoice submitted for payment.

8. Ownership of Records and Documents.

Any and all work product prepared by the Contractor in the course of performing this Contract shall immediately become the property of the City. In consideration of the compensation provided for by this Agreement, the Contractor hereby further assigns all

copyright interests in such work product to the City. A copy may be retained by the Contractor. Previously owned intellectual property of Contractor, and any know-how, methodologies or processes used by Contractor to provide the services or project deliverables under this Contract shall remain property of Contractor.

9. Termination.

The City, at its sole discretion, may terminate this contract for convenience at any time for any reason deemed appropriate. Termination is effective immediately upon notice of termination given by the City.

In the event this Agreement is terminated prior to the completion of work, Contractor will only be paid for the portion of the work completed at the time of termination of the Agreement.

10. Evaluation and Compliance with the Law.

The Contractor shall have the authority to control and direct the performance and details of the work described herein. The Contractor agrees to comply with all relevant, federal, state and municipal laws, rules and regulations.

11. City Business and Occupation License.

Contractors will be required to obtain a business license when contracting with the City of Vancouver, unless allowable exemptions apply. Businesses/Contractors shall contact the State of Washington Business License Service (BLS) at: <http://bls.dor.wa.gov/file.aspx>, telephone 800-451-7985, or go to www.bls.dor.wa.gov/cities/vancouver.aspx or www.cityofvancouver.us/businesslicense, to determine whether a business license is required pursuant to VMC Ch. 5.04.

12. Liability and Hold Harmless.

Contractor agrees to indemnify, defend, save and hold harmless the City, its officials, employees and agents from any and all liability, demands, claims, causes of action, suits or judgments, including costs, attorney fees and expenses incurred in connection therewith, of whatsoever kind or nature (including patent infringement or copyright claims) to the extent arising out of, or in connection with, or incident to, the negligent performance or willful misconduct pursuant to this Agreement. This indemnity and hold harmless shall include any claim made against the City by an employee of Contractor or subcontractor or agent even if Contractor is thus otherwise immune from liability pursuant to the workers' compensation statute, Title 51 RCW, except to the extent that such liability arises from the concurrent negligence of both the City and the Contractor, such cost, fees and expenses shall be shared

between the City and the Contractor in proportion to their relative degrees of negligence. Contractor specifically acknowledges the provisions contained herein have been mutually negotiated by the parties and it is the intent of the parties that Contractor provide the broadest scope of indemnity permitted by RCW 4.24.115. Contractor is an independent contractor and responsible for the safety of its employees.

13. Insurance.

Contractor shall obtain and keep in force during the entire term of this agreement, insurance described in this section from insurers approved by the State Insurance Commissioner pursuant to RCW Title 48 against any and all claims for damages to person or property which may arise out of the performance of this Contract whether such work shall be by the Contractor, subcontractor or anyone directly or indirectly employed by either the Contractor or a subcontractor.

Limits may be achieved through the use of primary and umbrella and/or excess limits.

a. **Liability Insurance.** Contractor shall maintain commercial General Liability insurance with a limit of not less than one million dollars (\$1,000,000) for each occurrence, \$2,000,000 General Aggregate and two million dollars (\$2,000,000) products and completed operations; and not less than one million dollars (\$1,000,000) combined single limit Automobile Liability coverage. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products and completed operation and blanket contractual coverage including, but not limited to, the liability assumed under the indemnification provisions of this Agreement. All liability insurance required herein shall be under a comprehensive or commercial General Liability policy.

b. **City Listed as an Additional Insured:** The City of Vancouver, its agents, representatives, officers, directors, officials, and employees must be named as an additional insured on the Commercial General Liability policy and shown on the certificate as an additional insured. A copy of the additional insured endorsement ISO Form CG 2010 and CG 2037 or its equivalent in favor of the City must be included with the certificate of insurance.

c. **Worker's Compensation.** Contractor shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of the work or services. The Workers' Compensation policy shall be endorsed to include "Washington Stop Gap" insurance.

d. **Umbrella Liability.** The Contractor shall provide Umbrella Liability coverage at

limits of not less than five million dollars (\$5,000,000) per occurrence and annual aggregate. This umbrella liability coverage shall apply, at a minimum, to both the Commercial General and Auto insurance policy coverage. This requirement may be satisfied instead through the Contractor's primary Commercial General and Automobile Liability coverage, or any combination thereof.

e. Professional Liability. The Contractor shall obtain and keep in force during the entire term of this Agreement, Professional Liability insurance (Errors and Omissions) against any and all claims for damages to person or property which may arise out of the performance of this Contract whether such work shall be by the Contractor, subcontractor or anyone directly or indirectly employed by either the Contractor or a subcontractor. The amount of coverage provided by such insurance shall be not less than one million dollars (\$1,000,000) combined single limit per claim and aggregate.

f. Employment Security. The Contractor shall comply with all employment security laws of the state in which services are provided, and shall timely make all required payments in connection therewith.

g. The City of Vancouver shall be listed on the Certificate as the Certificate Holder.

h. Coverage Trigger: The insurance must be written on an "occurrence" basis. This must be indicated on the certificate. Claims made policies will be accepted for professional liability coverage only. If the Professional Liability policy is claims made, it must have a retro date prior to the start of the Agreement, and coverage must remain in force for six (6) years after completion of the service. If not, a six (6) year tail must be purchased.

Contractor shall provide evidence of all insurance required , and this shall be provided upon renewal of all insurance policies. Failure of the City to obtain the Certificate of Insurance shall not relieve the Contractor from the obligation to purchase such coverage. Evidence shall be provided to the City on a standard "ACORD" or comparable form.

14. Notices.

All notices which are given or required to be given pursuant to this Agreement shall be hand delivered or mailed postage paid as follows:

City:

Anna Vogel
City of Vancouver

Contractor:

Managing Director
Nelson/Nygaard Consulting Associates

415 W 6th Street
PO Box 1995
Vancouver WA 98668-1995

Inc
2 Bryant St Ste 300
San Francisco, CA 94105

15. Amendments.

All changes to this Agreement, including changes to the statement of work and compensation, must be made by written amendment and signed by all parties to this Agreement.

16. Scope of Agreement.

This Agreement incorporates all the agreements, covenants and understanding between the parties hereto and are merged into this written Agreement. No prior agreement or prior understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless set forth in this Agreement.

17. Ratification.

Acts taken pursuant to this Agreement but prior to its effective date are hereby ratified and confirmed.

18. Governing Law/Venue.

This Agreement shall be deemed to have been executed and delivered within the State of Washington, and the rights and obligations of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of Washington without regard to the principles of conflict of laws. The contractor shall have legal authority to enter into this agreement and be at least 18 years of age. Any action or suit brought in connection with this Agreement shall be brought in the Superior Court of Clark County, Washington.

19. Cooperative Purchasing:

The Washington State Inter-local Cooperation Act, Ch. 39.34 RCW, authorizes public agencies to cooperatively purchase goods and services if all parties agree. By having executed this Agreement, the Contractor agrees that other public agencies may purchase goods and services under this solicitation or contract at their own cost and without the City of Vancouver incurring any financial or legal liability for such purchases. The City of Vancouver agrees to allow other public agencies to purchase goods and services under this solicitation or contract, provided that the City of Vancouver is not held financially or legally liable for purchases and that any public agency purchasing under such solicitation or contract file a copy of this invitation and such contract in accordance with RCW 39.34.040.

20. Public Disclosure Compliance.

The parties acknowledge that the City is an "agency" within the meaning of the Washington Public Records Act, Ch 42.56 RCW, and that materials submitted by the Contractor to the City become public record. Such records may be subject to public disclosure, in whole or part and may be required to be released by the City in the event of a request for disclosure. In the event the City receives a public record request for any data or deliverable that is provided to the City and that is licensed from the Contractor, the City shall notify the Contractor of such request and withhold disclosure of such information for not less than five (5) business days, to permit the Contractor to seek judicial protection of such information, provided that the Contractor shall be responsible for attorney fees and costs in such action and shall save and hold harmless the City from any costs, attorney fees or penalty assessment under Ch.42.17 RCW for withholding or delaying public disclosure of such information.

22. Debarment.

The Contractor certifies that that it is not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from covered transactions by any Federal, State or local department or agency.

23. Nondiscrimination.

The City of Vancouver, WA is an equal opportunity employer. In the performance of this Agreement, the Contractor will not discriminate against any employee or applicant for employment on the grounds of race, creed, color, national origin, sex, sexual orientation, marital status, age or the presence of any sensory, mental or physical handicap.

DATED this 9th day of OCTOBER, 2019

ALL SIGNATURES ON NEXT PAGE

CITY OF VANCOUVER,
A municipal corporation


Eric Holmes, City Manager

CONTRACTOR:
Nelson/Nygaard Consulting Assoc, Inc.


Signature:

Attest:


Natasha Ramras, City Clerk

Cathy Guillermo Finance Manager
By: Printed Name / Title

Approved as to form:


Jonathan Young, Acting City Attorney
for by Michael Siger, Asst. City Attorney

Vancouver, Washington

Transportation System Plan Update

September 8, 2019

Scope of Work

The following scope of work covers technical work and community engagement required to develop a Transportation System Plan (TSP) Update for the City of Vancouver, WA (herein referred to as “the City”). The consultant team led by Nelson\Nygaard Consulting Associates, in association with Alta Planning + Design, DKS Associates, Parametrix, and Brightside Engagement (**Consultant**), will execute the scope of work.

The Consultant will provide all interim and final work products in Word, PDF, GIS, and Excel formats, as appropriate. The Consultant will produce a draft of all major deliverables and will incorporate feedback into a final version based on two rounds (unless otherwise noted) of non-conflicting comments. All electronic files and GIS databases/shapefiles will be provided to the City.

Task 1: Project Management and Oversight

Task Purpose:

- Establish a Project Management Plan to guide Consultant and City staff efforts throughout the TSP Update
- Establish working roles and protocols between the Consultant and City staff

1.1: Hold Project Kickoff Meeting(s)

The Consultant will work with City staff to schedule and convene a kickoff meeting that includes the City project manager and key City staff along with primary members of the consulting team. The kickoff could also be scheduled as two adjacent meetings with one being oriented to higher-level management and a second for just core City project staff.

The purpose of this meeting(s) will be to:

- Discuss project goals, schedule, and outcomes
- Determine Project Management Team (PMT) composition (e.g., 1-4 people who will be the most closely involved from the City’s side)
- Determine Technical Advisory Committee (TAC) composition and roles
- Identify data needs for existing conditions assessment
- Discuss community outreach goals and methods
- Discuss role of geographic area leads and potential sub-areas—consultant team members will specialize in both a modal element as well as one area of the city. The Consultant suggests dividing the city into five sub-areas.

1.2: Develop Project Management Plan

The Consultant will create a Project Management Plan (PMP) detailing Consultant and City roles and responsibilities, assumptions regarding scope execution, schedule, and milestones. The PMP will also act as a project charter, including a brief statement about project goals and objectives and project decision making that can be used as reference throughout the project.

The PMP will address the following topics in addition to others identified by City staff:

- Project communications
- Project schedule
- Project staffing
- Data management and ownership
- Change management
- Quality Assurance and Quality Control
- Project decision making

The Consultant will develop a draft PMP for review by City staff. Once a consolidated set of comments are received, the Consultant will provide a working draft of the PMP. This will be a living document and can be updated if needed throughout the project.

1.3: Hold Bi-Weekly Calls

The Consultant will set up bi-weekly 45-minute calls with the core PMT and consultant team. These calls will be used to track project tasks and schedule, discuss upcoming meetings and events, and review work products. The Consultant will send agendas at least one business day in advance and provide notes and action items after each meeting.

Task 1 Deliverables:

- Kickoff meeting notes and action items
- Project Management Plan
- Bi-weekly call agendas and action items

Task 1 Meetings:

- Attend Kickoff Meeting (6 staff)
- Kickoff Meeting #2 (Contingency)
- Up to 48, 45-minute project management calls (2 to 3 staff)

Task 2: Create Public Involvement and Project Communications Strategy and Content

Task Purpose:

- Determine public outreach goals and create a detailed plan for how to achieve them
- Establish project visual language
- Set up ongoing public communication tools to be used throughout the project

2.1: Develop Public Involvement Plan (PIP)

A successful Vancouver TSP depends on a robust, inclusive, and equitable public outreach process that will elicit input from key stakeholders and a broad cross-section of the community. The Public

Involvement Plan (PIP) will be created at the start of the project to document the Consultant's outreach strategy and methods, as well as provide specific quantities and tactics for events, staffing, and timing of outreach. The PIP will be a working document that the Consultant updates as needed throughout the project.

Typical elements of a PIP include:

- Public Outreach Goals –the City may desire outcomes from the outreach process beyond the goals of the project itself, such as building a relationship with a particular neighborhood or agency, engaging a certain percentage of the population, etc.
- Project Messages – Bullet list of talking points that can be used by the City and Consultant when talking about the project to ensure a unified message.
- Target Audiences – List of stakeholders, particular agencies, or community enclaves to engage.
- Outreach Schedule – Build upon the project schedule to add detail about when specific outreach activities are envisioned to occur. Create a robust list of outreach opportunities, including good locations for pop-ups (community centers, grocery stores, churches, etc.), a list of major community events and dates (festivals, farmer's markets), and times and locations of regularly scheduled community group meetings (e.g. neighborhood associations, C-Tran Citizens Advisory Committee, Business Improvement Districts).
- Outreach Tools includes timeline, staffing, and notification methods
 - Tools to share information (e.g. website, social media)
 - Tools to collect and compile input (e.g. surveys, pop-ups)
- Contacts Database – Working database of agencies and individual contact names for e-blasts, stakeholder interviews, or targeted messaging.

The PIP will set project roles and expectations of three advisory bodies who will provide project oversight and deliverable review throughout:

1. Technical Advisory Committee (TAC) – The project TAC will meet seven times throughout the TSP planning process. The Consultant will provide recommendations to City staff regarding the list of participants for the TAC. City staff and/or City leadership will extend invitations to join the TAC. The Consultant will coordinate meeting times, locations with assistance from City staff. The Consultant will facilitate TAC meetings with input from City staff. (TAC meetings are scoped and budgeted sequentially in this SOW.)
2. Transportation and Mobility Commission (Commission) – This newly formed group has regularly scheduled meetings. The scope assumes that the Consultant team will present to the Commission on the TSP Update three times during the process. (Commission meetings are scoped and budgeted sequentially in this SOW.)
3. Sounding Board – A small group of City staff who will lend fresh eyes to materials before a major event (i.e., to include staff not involved in day-to-day project management). This group will identify risks, helping the project team anticipate questions or concerns from the community. Consultant expects the City to engage this group as part of its deliverable review.

The PIP will also solidify the approach for creating geographic and modal leads to avoid falling into a modal "silo" mindset. Below is an initial breakdown of the city by staff person, which will be finalized during the PIP process.

Figure 1-1 Area Leads and Topic Leads

Team Member	Area Lead	Topic Lead
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Team Member	Area Lead	Topic Lead
Stephanie Wright (N\N)	Central South	Street Network Co-Lead
Brie Becker (N\N)	Central North	TDM/ITS Co-Lead
Ryan Farncomb (Parametrix)	Southeast	Transit Co-Lead
Derek Abe (Alta)	Westside	Active Transportation
Carl Springer (DKS)	Northeast	Freight TDM/ITS Co-Lead Smart Mobility Co-Lead (infrastructure) Street Network Co-Lead

2.2: Develop Project Branding and Visual Identity

The Consultant will host a brainstorming session with the PMT to develop a logo, project name, and overall look and feel for project materials. The Consultant will provide the PMT with multiple brand, logo and project naming options. The PMT will provide input on options, which will be used to create a final project logo, name, and design conventions.

This task will also develop **graphic design guidelines for use throughout the project** so that print, web, and outreach materials maintain a consistent look and feel.

2.3: Develop Online Engagement Tools and Project Videos

The Consultant will create materials for a Be Heard project page that includes information about events, project updates, deliverables, and opportunities for feedback and engagement. Consultant will provide materials the City can use to update the page throughout the project to include project deliverables, event publicity, and outreach tools (e.g. survey, videos).

Social media is a powerful tool that can reach many Vancouverites; however, it is most effective when shared among multiple platforms and users. The Consultant will create a social media calendar and update it throughout the project. This calendar will include messages for posting and directions for which platforms to post on (Instagram, Facebook, Twitter, Next Door), groups to tag, and hashtags to use, so our project is promoted throughout the community. By having a standard set of messages in the calendar, the City will be positioned to ask project partners to post messages on their own social media and tag the project.

The project website will include short and engaging videos designed to convey project information, potential tradeoffs, and the importance the project plays in the city's future. Consultant will create up to three 60-second videos at points throughout the project. These will be managed by Parametrix but created through a video developer (included in the budget as a direct cost).

Consultant will create a database of contacts that will be used for periodic e-mail blasts.

2.4: Hold Technical Advisory Committee Meeting #1

As the team starts begins work on technical analysis, a first meeting with the TAC will be needed to introduce the project, discuss the PIP, and gain insights into the group's desired outcomes from the TSP. The Consultant will prepare an agenda and meeting materials to introduce the project and facilitate a discussion exercise to gain an understanding of desired outcomes for the project and for Vancouver's transportation system.

Task 2 Deliverables:

- Public Involvement Plan
- Branding materials
- Graphic design guidelines and project templates (document, PowerPoint, etc.)
- Videos (up to 3)
- Project website content
- Social media calendar (to be updated throughout project)
- TAC Meeting #1 agenda, facilitation materials, and meeting summary

Task 2 Meetings:

- Attend TAC #1 (2 staff)

Task 3: Develop Project Background, Baseline, and Goals**Task Purpose:**

- Set a baseline for the TSP including studying the city's goals and policy framework, regional context, and trends since the last TSP
- Develop high-level existing conditions materials that are meaningful and accessible for public outreach and the project committees
- Develop updated transportation vision and goals (working version to be updated again after public outreach)

3.1: Conduct Policy and Background Review

The City has adopted various transportation and land use goals and policies in the current TSP, the Comprehensive Plan, subarea and actions plans, and in the City Strategic Plan. This task will include a detailed review of existing policies and plans to identify where there is support or tension between policies and recent city visioning work, where policy directions conflict, and to understand planned projects across the transportation system. The Consultant will identify key owners of each policy to help facilitate conversations about how to resolve these tensions during the course of the plan process.

This task will also include a review of model policies from peer cities around the Northwest and North America. The Consultant will work with City staff to identify 8-10 key policy areas for exploration and identification of best practices. These will be integrated in the Policy and Background Review Memorandum.

The City has numerous subarea and neighborhood plans, as well as a citywide safety study and other efforts that the TSP must build upon. The Consultant will review background studies for projects, programs, and any detail on modal networks that can be used in the TSP. Regional plans and studies, including those produced by the Regional Transportation Council (RTC), will also be included.

A technical memorandum will be produced by Consultant to document the current transportation and land use policy context, including key challenges and opportunities for consideration during the TSP update.

3.2: Develop Draft Transportation System Vision and Desired Outcomes

A vision, goals, and objectives for the Vancouver transportation system will be developed in Task 6 following extensive outreach with the community and key stakeholders. This early task is proposed simply

to document some language from the plan and policy review and provide content for people to react to. The intent is not to feed the public content, but to test key themes that arise from previous surveys, community engagement, transportation planning efforts, and the Council Visioning survey and report. These will be presented as “vision elements” with opportunities for people to add or disagree with key themes. Similarly, rather than asking about goals, the Consultant will test “desired outcomes,” or the futures that people want for their community, travel, and related outcomes such as safety and affordability. The Consultant has a number of fun and engaging outreach processes and games that allow community members to provide feedback in a constructive and engaging fashion. These “themes” will be used throughout Task 4 (engagement).

3.3: Develop State of Mobility Brochure

The State of Mobility Brochure will provide informative statistics and trends told in a graphic-rich format. The brochure will be the basis upon which public outreach materials will be built in Task 4, therefore it will focus on simple yet telling data and statements. The input received from the public will inform the much more in-depth analysis by mode of transportation the Consultant will conduct in Task 5.

Information in the State of Mobility Brochure will include among other potential elements:

- Highlights from policy and plan review including crash analysis.
- Community profile and market analysis to tell the story of growth and change in Vancouver, including development patterns, population change, and neighborhood change.
- Key performance data for transit, bicycle, pedestrian, and freight existing networks.
- Traffic volumes, major travel routes, and areas of congestion.

3.4: Hold Technical Advisory Committee Meeting #2

The Consultant will present the State of Mobility Report to the TAC to gather feedback in advance of public outreach in Task 4.

City staff will identify and reserve a venue for TAC meetings. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

3.5: Hold Transportation and Mobility Commission Meeting #1

The Consultant will prepare for and deliver a presentation to the City of Vancouver Transportation and Mobility Commission (Mobility Commission). The presentation will cover similar materials as the first TAC meeting. In particular, this will be an opportunity to share and receive feedback on the draft State of Mobility Report materials before they are revealed to the public.

Task 3 Deliverables:

- Policy and Background Review Memorandum
- Draft vision and outcomes statements
- State of Mobility Report
- TAC Meeting #2 agenda, facilitation materials, and meeting summary
- Mobility Commission Meeting #1 agenda, facilitation materials, and meeting summary

Task 3 Meetings:

- Attend TAC #2 (2 staff)
- Attend Mobility Commission #1 (2 staff)

Task 4: Conduct Community Outreach Phase 1: Issues and Opportunities

Task Purpose:

- Present neighborhood-based State of Mobility Report materials to get people thinking about transportation needs in their community
- Test and refine transportation system draft transportation vision and desired outcomes developed in Task 3
- Gather new themes or community desired outcomes to inform Task 5 analysis
- Develop draft transportation vision and goals

4.1: Develop and Publish Online Survey

The Consultant will develop online survey materials for the City to post on the Be Heard Vancouver project page. The intent of this survey will be to gauge community values, issues, and opportunities regarding the transportation system and local and regional travel. The online survey will be published in English, Spanish, and Russian. The Consultant will promote the survey through our social media platform, website, e-mail blast, and outreach events.

4.2: Stakeholder Meetings

An effective method for engaging a large number of stakeholders is to block off a large chunk of time, set up at a centralized location like City Hall, and create time slots and invite stakeholders far enough in advance to secure a high rate of attendance. The Consultant team will be on site for two consecutive days to understand issues and priorities for Vancouver's transportation systems. The Consultant will create a discussion guide and invitation e-mail. City staff will provide input on how to best group stakeholders by neighborhood or by topic area. Consultant will work with City to hire a CBO representative to drive participation from the Russian and Hispanic communities in Vancouver. Community conversations might include the following groups:

- Russian-focused group with interpretation, stipend, childcare, and food, including:
 - Slavic Christian Academy
 - Slavic Grace Baptist Church
- Spanish-focused group with interpretation, stipend, childcare, and food, including:
 - Professional Latino Services
 - Latino Community Resource Group
 - Clark County Latino Youth Conference
 - Hispanic Metropolitan Chamber
- El Hispanic News Agency staff (WSDOT, C-Tran, City, Clark County)
- Local businesses (focus on minority-owned businesses)
- Education (schools, universities)
- Major employers (Hewlett Packard, BPA, etc.)
- Local real estate developers with investments or interest in regional land use
- Healthcare providers (PeaceHealth, Vancouver Clinic, etc.)
- Community and neighborhood groups
- Nonprofits
 - YWCA Clark County

- Vancouver Housing Authority
- Clark County Veteran’s Assistance Center
- Freight representatives
 - Vanport Trucking
 - Joel Olson Trucking, Inc.

The Spanish and Russian stakeholder meetings will be recruited for using community leaders, who will receive a stipend. Participants will also be offered food, childcare, and an incentive.

City staff can choose to attend stakeholder meetings or decline in order to allow for more open input from stakeholders.

4.3: Plan and Support Community Events

Community events will include piggybacking off already planned events happening in the community plus a series of neighborhood pop-ups engaging people in places where they already gather.

The two community events would include tabling at a farmer’s market or festival – events that have a large draw across the city and the region. This provides input from visitors as well as residents.

Pop-up events intercept people at places people visit in the course of daily life, such as sports events, grocery stores, community centers, etc. Pop-ups will be held in each area of the city. Staffing will include Consultant area lead plus a city representative. The Consultant will prepare outreach materials and will set up eight to ten pop-up events.

4.4: Community Presentations

Consultant will use the PIP to identify community groups who have regularly scheduled meetings that are opportunities for the TSP team to provide brief project updates and gather comments. The Consultant will develop a stock presentation and work with the community group to secure time on the agenda. It is expected that City staff will make the presentations and provide any necessary print materials. The Consultant will also provide a brief questionnaire that can be used at community presentations. This will align with the community survey question themes and provide an opportunity to broaden community input.

4.5: Develop Draft Transportation System Vision and Desired Outcomes (Stage 2)

The TSP will need to be grounded in a clear vision for where the City of Vancouver is headed. Recent work to support the City Council’s community vision provides an excellent background. The Consultant will review this work with City staff that supported its development and interfaced with the community.

Since mobility is not an end in itself, but rather a means to addressing community goals of economic resilience, sustainability, livability, and social equity, the Consultant will need to start with clear working community vision and goals. The Consultant team will use community and stakeholder input and results of the policy review (particularly from recent City Council visioning work) to develop a working draft Transportation Vision and set of Desired Outcomes. At this point in the process it is helpful to frame goals as community desired outcomes, tangible futures that people can respond to without getting hung up on planning terms. Desired Outcomes will be translated into project goals later in the process.

The Consultant will provide a brief document that includes a working draft Transportation Vision and set of 8 to 12 Desired Community Outcomes.

4.6: Hold Technical Advisory Committee Meeting #3

Completion of the working draft Transportation Vision and Desired Outcomes will be an opportune time for the third Technical Advisory Committee (TAC) meeting. This meeting of the TAC will focus on:

- Input themes gathered during community outreach
- Working draft Transportation Vision
- Working Draft Desired Outcomes
- Presentation to the leadership/policy maker group

City staff will identify and reserve a venue for TAC meetings. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

4.7: Management Leadership Team Meeting #1

The Management Leadership Team will include representation from multiple City department directors. This group will be briefed four times throughout the project. At this first meeting, the Consultant will highlight materials from the first three TAC presentations to ensure City leadership can provide insights and comments into existing conditions work.

4.8: City Council Meeting #1, Planning Commission Meeting #1

Now that a substantial amount of work has been complete, the Consultant will brief City Council and the Planning Commission at their regularly scheduled meetings on existing transportation conditions and community outreach findings. Information from previous TAC meetings or Management Leadership Team meetings will be highlighted.

4.9: Hold Leadership/Policy Maker Presentation/Workshop #1

The Consultant will prepare for and help facilitate up to two presentations with City leadership, which could include representatives from the Management Leadership Team, senior staff, City Council and/or Planning Commission members. These presentations would be aimed at explaining how an updated TSP benefits Vancouver, the benefits of multimodal street design, and how the TSP will slot into city processes. The Consultant will also come with key questions the Consultant want input on from these groups to inform our next stage of analysis.

This initial Leadership workshop would come at a time when the Consultant has collected significant data community desired outcomes and have the State of Mobility Report drafted, identifying key issues, challenges and opportunities. The team will also have a working draft vision and desired outcome for executive leadership and policy makers to respond to. The meeting will be structured as a two-way conversation—sharing what the team has learned and facilitating a discussion to provide critical feedback from participants.

Task 4 Deliverables:

- Community web survey draft, beta version, and final
- Community Needs Assessment Results Memorandum that will become or contribute to a Community Needs chapter of the TSP
- Stock presentations and boards used for community events
- TAC Meeting #3 agenda, facilitation materials, and meeting summary
- Management Leadership Team, City Council, and Planning Commission presentation materials
- Leadership/Policy Maker Workshop #1 agenda, facilitation materials, and meeting summary

Task 4 Meetings:

- Attend Stakeholder Meetings (2 staff)
- Attend TAC #3 (2 staff)
- Attend Management Leadership Team #1 (1 staff)
- Attend City Council #1 (1 staff)
- Attend Planning Commission #1 (1 staff)
- Attend Leadership/Policy Maker Workshop #1 (2 - 3 staff)
- Attend 2 community events (2 staff) and 8-10 pop-ups (1 staff per event)

Task 5: Conduct Transportation Systems Analysis and Needs Assessment**Task Purpose:**

- Conduct technical and trend analysis for each mode/system (current and future – 2040)
- Assess issues and opportunities voiced by the community, stakeholders, TAC, and Commission
- Identify transportation gaps and needs for each modal system and for local neighborhoods
- Set the stage for creation of projects, programs, and policies by using analysis to identify initial solutions
- Conduct a focused assessment of the City's role in transit and set a baseline for identifying opportunities to improve transit performance and quality

5.1: Identify Key Land Use, Demographic, and Socio-Economic Trends (Current and 2040)

There is an inextricable connection between land use and travel behavior. The Consultant will conduct a review of current and future land use patterns and trends to inform planning, analysis and community engagement throughout the TSP process. This analysis will review current zoning and land use regulation, any potential regulatory changes, and evaluate current and future (2040) demographic patterns, such as:

- Population and population density
- Employment and employment density
- Location of low- and working-wage jobs
- Distribution of specific populations such as low-income residents, residents over age 65, people of color, youth, etc.
- Housing types and housing cost
- Location of manufacturing and industrial businesses
- Other socio-economic variables that contribute to our understanding of the transportation system

The Consultant has several typical data indices that it uses, combining data sources to help illustrate transportation needs and gaps.

The Consultant will develop a short memorandum including maps and graphics demonstrating key data and trends.

5.2 Conduct Technical Analysis and Needs and Opportunities Assessment for Modal Systems

Assessing the City of Vancouver's current and future modal investment and policy needs is a foundational element of developing the TSP update. This task will evaluate each modal system in more depth than the

level included in the State of Mobility Report. For each modal element the Consultant will review technical data and integrate themes heard from the community, stakeholders, and the Commission.

The Consultant will develop a technical memo for each modal element that will include the following basic elements, in addition to any mode-specific analysis identified below:

- Summary of relevant policies
- Map of the current modal system
- Performance evaluation using relevant performance measures/indicators
- Summary of community input
- Identification of needs, gaps, and deficiencies
- Highlight of industry trends
- Summary of any demographic/land use trends impacting future needs or requiring policy attention

Each modal assessment will focus on current condition and planned changes.

5.2.1: Conduct Street Network System Assessment

The Consultant will evaluate the motor vehicle system performance for passenger vehicles based on current and future vehicle demands to understand how well the system meets traveler needs. The Consultant will conduct the assessment using travel demand information from existing and readily available sources provided by the City, County, and WSDOT. No new traffic volume counts will be collected by the consultant team. Traffic performance reporting will emphasize conditions on arterials and corridors rather than on at-grade intersection conditions. The horizon planning year travel volumes will be taken from the most recent regional travel model managed by RTC. The Consultant will use the horizon planning year 2040 as the forecast year.

The Consultant will work with the project management team to define appropriate performance measures and methods, data sources, and targets. These measures will build from the methods defined in the City's concurrency ordinances for motor vehicle performance, and may include vehicle-miles traveled, travel time, person trips, and the extent and duration of system congestion. The Consultant will draft a memorandum documenting the methods and assumptions for the motor vehicle system analysis for review and approval by the project management team.

The street network system assessment will focus primarily on corridor level indicators, such as travel speed, travel time index and hours of excessive congestion. No evaluations for major at-grade intersections will be performed.

Outcomes of this performance evaluation process will be an identification of roadway junctions and corridors where the existing and future (which includes committed capital projects) system elements that fall below identified performance targets. Findings will be tabulated and mapped to show the extent and location of key performance issues. In addition, the Consultant will identify the current ITS solutions that improve system efficiency and provide recommendations for additional management strategies.

The street network system assessment will also address curb space use in denser areas such as downtown. The Consultant will assess current curb space use, issues, and emerging conflicts. The assessment will evaluate where Transportation Network Companies (TNC) and delivery vehicles lead to potential conflicts with other modal access points and where potential regulatory and curb changes may be required to accommodate or manage new curb demands. The Consultant will evaluate current on-street parking needs (focused largely in areas with managed parking needs) and assess future access requirements and

how shifting mobility technology and use may affect future demands for long-term and short-term curb parking.

5.2.2: Conduct Freight System Assessment

The Consultant will evaluate motor vehicle system performance for freight vehicles based on current and future vehicle demands to understand how the current system is meeting freight needs. The freight analysis will include current patterns in and through Vancouver, major origins and destinations, and conditions along key freight corridors.

The Consultant will analyze how well the system meets the needs of freight using readily available sources provided by the City, County, and WSDOT. The freight system assessment will use data compiled from readily available sources. No new traffic volume counts will be collected by the consultant team. Traffic performance reporting will emphasize conditions on arterials and corridors rather than on at-grade intersection conditions. The Consultant will use the horizon planning year 2040.

The consultant team will work with the project management team to define appropriate performance measures and methods, data sources, and targets. The motor vehicle system evaluation will focus primarily on corridor level indicators, such as travel speed, travel time index and hours of excessive congestion. The evaluation will use readily accessible data and report archives and will not involve significant new operational analysis. No evaluations for major at-grade intersections will be performed.

5.2.3: Conduct Pedestrian Assessment

This phase of work will begin with a data collection and assessment effort to assess existing data and potential to access additional data as needed. The Consultant will conduct a comprehensive inventory of existing and planned active pedestrian facilities through review of relevant planning documents, programs, policies, and community and stakeholder input. Consultant will work closely with the City to understand the current pedestrian context and climate. An analysis of existing and planned pedestrian transportation routes will be performed to identify deficiencies and gaps in the pedestrian networks. Analyses will include the following, based on available data:

- Pedestrian counts
- Presence/absence and condition of existing pedestrian facilities
- Gaps and opportunities in network connectivity as they relate to other modes such as bicycle circulation, transit and new mobility.

The results of these analyses will culminate in a pedestrian circulation map atlas with special emphasis placed on the identification of pedestrian facility integration, Complete Streets, closing gaps in connectivity, “Level of Stress,” and potential opportunity sites that support a better integrated multi-modal network. Elements of this Pedestrian Map Atlas (which may be combined with a Bicycle Map Atlas) produced in GIS will be easily adapted to web and pdf formats.

5.2.4 Conduct Bicycle System Assessment

The Consultant will conduct a comprehensive inventory of existing and planned active bicycle facilities through the review of relevant planning documents, programs, policies, and community and stakeholder input. The Consultant will work closely with the City to understand the current bicycle transportation context and climate, and in developing a strategic, context sensitive approach to the modal elements and recommendations.

An analysis of existing and planned bicycle transportation routes will be performed to identify deficiencies and gaps in the bicycle network.

Analyses will include the following, based on available data:

- Bicycle counts
- Presence/absence and condition of existing bicycle facilities
- Gaps and opportunities in bicycle network connectivity, and as they relate to other modes such as walking, transit and new mobility.
- Citywide Bicycle Suitability/Demand analysis considering activity centers (e.g., schools, parks, recreational, and/or retail destinations)
- Citywide Bicycle Level of Traffic Stress (B-LTS)

The results of these analyses will culminate in an active transportation map atlas with special emphasis placed on the identification of bicycle facility integration, Complete Streets, closing gaps in connectivity, “Level of Stress”, and potential opportunity sites that support a better integrated multi-modal network. Elements of the Bicycle Map Atlas (which may be combined with a Pedestrian Map Atlas) produced in GIS will be easily adapted to web and pdf formats.

In the event that the results of the bicycle demand and B-LTS analyses are insufficient in generating specific improvement recommendations, comparing alternatives, prioritizing projects, or quantifying and predicting levels of traffic stress and connectivity, the Consultant will perform a more appropriate sensitivity analysis or other qualitative analyses, and/or evaluate broader geographic dataset to address these deficiencies, and better account for specific needs.

5.2.5: Conduct Public Transportation Assessment

The transit landscape in Vancouver is changing quickly, with implementation of BRT through The Vine. Planned expansion of The Vine (with Fourth Plain currently under design) and potential resurfacing of a transit bridge across the Columbia River mean transit will require in-depth analysis. The TSP process provides opportunity to both enhance transit throughout neighborhoods, providing access and mobility options, as well as use transit as a way of alleviating downtown congestion. Enhanced transit networks like The Vine are also an opportunity to create complete streets through better walking networks to access transit investments.

In this first transit task Consultant will summarize current service levels and productivity. This will include an assessment of transit frequencies and span of service overlaid with population and employment density, ridership by stop (Consultant expects C-Tran to provide this data in a clean format), and productivity levels (ridership per revenue hour and mile, on-time performance) compared to similar-sized systems. This analysis will include both C-Tran’s fixed-route and demand-response services. Financial analysis including trends in operating and capital cost as well as cost per hour, cost per mile, and farebox recovery will paint a picture of service efficiency. Planned changes to transit routes compared against areas of the city that are growing or will grow by 2040 will be used to assess service gaps and opportunities.

Vancouver is a major hub in the regional transit network. An inventory of existing intercity providers, levels of service, and ridership (if available) will be created.

5.2.6: Conduct Transportation Demand Management (TDM), Transportation Systems Management (TSM), and Intelligent Transportation Systems (ITS) Assessment

In a growing city and region Transportation Demand Management (TDM), Transportation Systems Management (TSM), and Intelligent Transportation Systems (ITS) technology play an increasingly important role in managing travel demands. TDM connects people to infrastructure with incentives, programming, and policies that make a broader range of travel options viable and attract active. The

Consultant will baseline Vancouver's TDM program and assess the role of the State Commute Trip Reduction (CTR) program in Vancouver. The assessment will include a review of best practices that are viable for Vancouver, including assessing how emerging options and mobility technologies might address and change demands.

This task will also evaluate TSM and ITS programs and technologies that are in place locally and relevant regional programs, identifying opportunities for future TSM improvements. DKS has worked with the City of Vancouver and Clark County traffic signal system management teams and will use this baseline knowledge to support the assessment. Our needs analysis will focus on how the agencies currently work to improve safety, monitor performance, and enhance efficiency and what opportunities exist to improve those roles.

5.2.7: Conduct Smart Mobility / Connected Mobility Assessment

This modal element will develop a policy framework to guide projects and programs, from infrastructure components to technology services to specific micro-mobility or e-mobility service platforms. First, The Consultant will work with the City and its stakeholders to define smart mobility and how they seek to benefit from modern mobility innovations and disruptions. The Consultant will conduct a high-level scan of regional, statewide, national, and global trends and efforts related to smart mobility services, data and information access, tools, and infrastructure. This scan will assess risks related to the local and global trends based on criteria derived from Vancouver's overarching community goals, transportation funding and financing, growth and land use profile, and other risk factors that may need City policy or management intervention. DKS will lead infrastructure elements such as connected signals and autonomous vehicles, and The Consultant will focus on themes such as Mobility as a Service and bike share.

As noted in the State of Mobility scope task, The Consultant will assess the regulatory and funding environment related to smart and emerging mobility. The Consultant will also conduct a new mobility propensity analysis to determine how different neighborhoods and land use environments respond to shared mobility services and how they may facilitate access to transit. The propensity analysis will delineate use propensity for auto-centric shared services (i.e., TNCs and car share), active mobility-oriented shared services (i.e., micromobility services), and shared mobility options for first-/last-mile connectivity (i.e., broad cross section of small and large vehicle sharing options).

5.3: Enhanced Transit Analysis

The Consultant will develop an analytic framework for the City of Vancouver to identify its roles in providing high-quality public transit and investment opportunities that enhance or supplement C-Tran service and capital investments. The RTC High Capacity Transit (HCT) Plan provides a framework for regional investment and C-Tran is working to develop capital projects in key corridors, building on the Fourth Plain BRT (The Vine) Project. Transit analysis conducted in this task will focus on creating a City transit vision for service based on community needs and growth projections, a policy basis for what types of transit treatments can be applied to optimize service safety and efficiency, and ways the City and C-Tran can partner in terms of land use processes, infrastructure responsibilities, or street design. The goal of this task is to chart a path for transit to continue growing its role in the community through partnerships with the City.

Consultant will build on the analysis in Task 5.2.5 to better understand service performance and how well service is matched to demand. This will include:

- Identifying and validating transit corridors based on existing stop-level ridership, INRIX origin-destination data, and projected growth from the RTC model.

- Assessment of transit system delay. This is calculated by comparing bus run times to general traffic travel times. Consultant will also compare travel times on The Vine to understand the efficacy of current transit priority treatments.
- Comparison of auto to transit travel times between major origin and destinations.

The rollout of enhanced transit on The Vine is a key development in Vancouver. Consultant will evaluate BRT/enhanced transit/high capacity systems being planned and deployed in up for four communities to understand how these routes or systems are being planned and designed, performance metrics tied to service deployment and evaluation, and street design tools used to enhance transit speed and safety.

Consultant will met with C-Tran to discuss opportunities based on the analysis of existing service and peer review. This will include where C-Tran envisions the system growing, types of service needed, and how trends in technology or demographics affect service delivery. Since streets belong to the City and land uses are approved by the City, a discussion is also needed around how these two critical topics can support transit. Up to two meetings with C-Tran are expected. Consultant will gather rider perspectives by meeting with C-Tran's Citizens Advisory Committee up to two times.

Next, Consultant will set the stage for future transit investment by creating an initial set of evaluation factors for different types of transit service. These factors might include population density, employment density, regional connectivity, equity, future growth, delay, or existing ridership. The goal is to set up a network in Task 7 of families of transit services that match service to needs, such as a high-frequency or high-capacity set of routes, a set of core routes, local connectors, or demand-response zones. This task will create the policy framework for the creation of the future transit network.

5.4: Staff Work Session #1

The Consultant will work with City staff to schedule, organize, and facilitate staff work sessions including staff beyond those who are intimately involved with the TSP. These work sessions will be opportunities to test ideas, gather input, and ensure the Consultant can operationalize the TSP's projects, programs, and policies.

Staff Work Session #1 will focus on findings from the modal assessments in task 5. The Consultant will identify key challenges and opportunities from the modal assessments and discuss outreach and community communication methods to address those challenges and opportunities.

5.5: Hold Technical Advisory Committee Meeting #4

This meeting of the Technical Advisory Committee (TAC) will be schedule following an initial core staff review of Task 5 technical analysis and modal assessments. This meeting will focus on:

- Findings from modal assessments
- Facilitated discussion of key opportunities for the TSP update

City staff will identify and reserve a venue for TAC meetings. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

Task 5 Deliverables:

- Memorandum on Land Use, Demographic and Socio-Economic Trends as they relate to future transportation system needs
- Area walk audits (contingency)
- Group bike rides (contingency)

- Draft and Final Modal analysis memorandum (7): Street Network, Freight, Pedestrian, Bicycle, Public Transportation, TDM/ITS, Smart Mobility
- Enhanced Transit Analysis Memorandum
- Staff Work Session #1 agenda, facilitation materials, and meeting summary
- TAC Meeting #4 agenda, facilitation materials, and meeting summary

Task 5 Meetings:

- Attend TAC #4 (2 staff)
- Up to two working sessions with C-Tran
- Up to two presentations to C-Trans' Citizens Advisory Committee
- Staff Work Session #1 (2 Staff)

Task 6: Develop Goals Framework

Task Purpose:

- Develop project goals and a framework for evaluating and prioritizing TSP policies and investments
- Update the processes and practices that will be used to deliver the programs, projects, and policies of the TSP
- Set up ways of measuring performance and benchmarking success
- Host staff work sessions to understand existing practices, challenges, and opportunities
- Create tools that can be integrated into city processes or create new processes

6.1: Develop Transportation Vision, Goals, and Evaluation Framework

The TSP Update is a chance to reset a transportation vision and goals for Vancouver that are directly rooted in current community values and direction set by City Council and executive leadership. The team's work in earlier tasks listening to the public, community stakeholders and leaders will inform the selection of the project goals and evaluation framework. The selection of the project goals will communicate the values that the transportation system should be designed to achieve and preserve. The Consultant will use interactive and flexible engagement approaches as identified in Task 3 to reach a broad audience. The Consultant will engage staff and the TAC to develop concrete, measurable goals. Most importantly, development of a project goals framework will build on the early working vision and desired outcomes and community, staff, TAC and leadership feedback to that content.

The Consultant will build on the past planning assessment, the existing conditions analysis, and public feedback to develop an evaluation framework that will help guide content for each modal element of the TSP and overall plan priorities. The evaluation framework will recommend performance measures stemming from and supporting the mobility goals developed in the policy framework. The evaluation framework will employ a rigorous, data driven, outcome-based approach using a Multiple Account Evaluation (MAE) framework to identify and evaluate investment opportunities. The MAE evaluation framework applies performance measures at the scenario and project level. Examples of performance measures include:

- Mobility – mode split (all vs. commute trips), ridership/activity by mode, trip length
- Environment – GHG emissions, vehicle miles traveled (VMT)
- Economy – access to jobs and services, revenue, population/job growth, freight movement

- Safety – collisions by mode, bike/pedestrian facility miles
- Community/equity – geographic access, travel costs, housing affordability
- Efficiency – congestion, travel times, cost-effectiveness, infrastructure condition

This task will also develop draft performance measures that can benchmark progress post plan implementation. The benchmarks the Consultant choose must be telling, limited in number, and rely on readily available data for measurement. Limited funding is available for major street reconstruction or expansion, therefore creating change often means reallocating space from one use to another. This task is critical in establishing thresholds for change, such as creating mode share targets, acceptable levels of congestion standards, or traffic volume levels for road diets. The goals and performance measures will live in the TSP, but can be integrated into the City's Complete Streets policy or future subarea plans as well.

6.2 Staff Work Session #2

During staff work session #2, the Consultant will focus on vision and goal setting for the project. The Consultant will lead and facilitate a conversation to finalize the evaluation framework which will be used to guide the work in Task 7.

6.3: Street Typologies

The Consultant will develop a street typology framework that establishes the types of streets the community envisions. The framework will address which types of facilities are paired with which types of streets with the understanding that every street cannot (and should not) accommodate every need. The Consultant will develop street typologies that extend beyond functional classification, access, and mobility by integrating land use context. For example, a wide, higher speed and higher volume residential street may need more robust walking facilities than a quiet two-lane residential street.

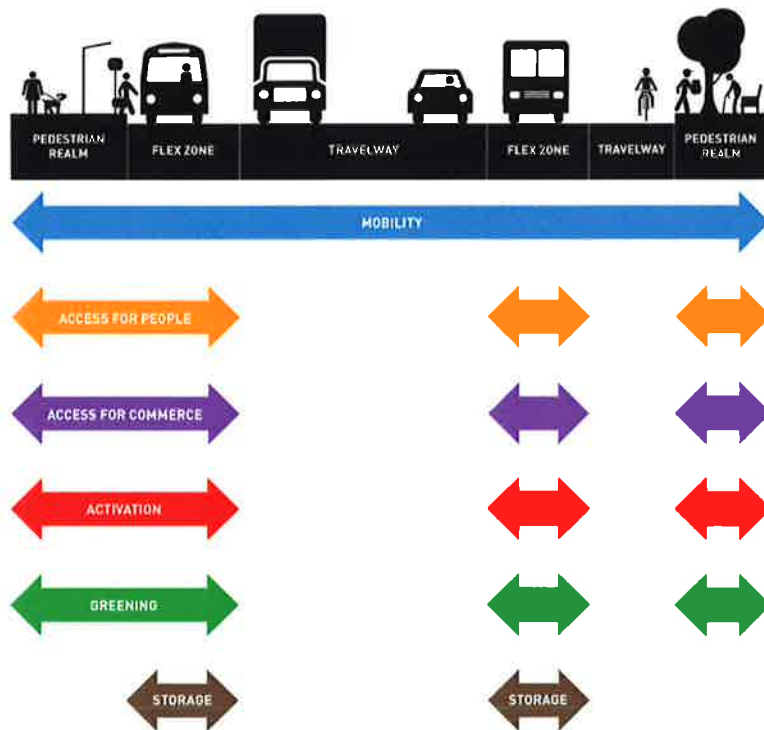
Our approach first creates a naming convention combining a street's transportation function and land use context. The City will provide a GIS database with existing street widths, number of lanes, speed limits, land use and zoning, and traffic volumes. The Consultant will characterize Vancouver's streets into six to ten types. The Consultant will focus efforts on collector and arterial streets and correlate the street types to functional classification for funding purposes. The Consultant will create a map of the types and a matrix with photo examples of each street type. A menu of design options will be listed with each type, flagging any options desired by the City or community that are not in the City's current standards. These designs will be addressed in Task 11.

6.4: Right-of-Way (ROW) Allocation Framework

The Consultant will facilitate honest, fact-driven conversations about fiscal and spatial Right-of-Way (ROW) priorities for the City. The goal of these conversations is to develop a shared understanding of the functions of the ROW and consensus on ROW allocation based on street type and associated land uses.

The Consultant will develop a ROW Allocation Framework for Vancouver that will provide clear guidance to city leaders making ROW allocation decisions for City streets. The Consultant will create a series of graphics to illustrate the framework.

Example framework created for the City of Seattle showing street functions



The Consultant will apply the framework and typologies to one corridor at one cross-section comparison level to be determined by the City. What will the cross-section look like if the Consultant uses the ROW allocation framework? The Consultant will work collaboratively with the City to update the ROW allocation framework and street typologies for application within the City of Vancouver.

Together, Tasks 6.1, 6.3, and 6.4 provide the basis for delivery of multimodal streets. The goals and performance measures create the vision. The street typology framework applies the goals to Vancouver streets and sets up expectations for street character and facilities. The ROW allocation, in the form of a flow chart, helps decision makers apply the street typologies menu to specific streets.

6.5: Staff Work Session #3

During staff work session #3, the Consultant will facilitate a discussion focusing on right-of-way allocation priorities. Addressing conflicting interests related to right-of-way allocation will guide decision making in Task 7.

6.6: Hold Transportation and Mobility Commission Meeting #2

This second meeting with the Commission will be an opportunity for the Consultant and City team to present key findings from the modal assessments, an updated goals framework, and early framework for how decisions are made in the right-of-way.

The Consultant will work with City staff to design an interactive meeting format that will:

- Reveal draft project goals and the framework that will be used to prioritize TSP policies and investments
- Highlight key modal needs and opportunities

- Reveal and discuss key policy and geometric tradeoffs and proposed policy framework that would guide decision making in the future (ROW allocation framework)

Task 6 Deliverables:

- Final goals and performance measures table
- Street typology map and matrix (to be further fleshed out in Task 11)
- ROW allocation flow chart
- Mobility Commission Meeting #2 agenda, facilitation materials, and meeting summary
- Staff Work Sessions #2 agenda, facilitation materials, and meeting summary

Task 6 Meetings:

- Attend Mobility Commission Meeting #2 (2 staff)
- Attend Staff Work Session #2 and #3 (2 staff)

Task 7: Develop Transportation System Projects, Programs, and Policies

Task Purpose:

- Create programs, policies, and projects for each modal element of the transportation system
- Address future transportation needs and challenges in sub-areas of the City

7.1: Develop Modal Elements

This task will develop both (1) a stand-alone memorandum for each element of the modal elements that includes network diagrams, programs, projects, and policies that meet the goals of the TSP and (2) integrated area plans. These modal elements will eventually be integrated into the Draft Transportation System Plan Update. Each modal element will address long-term policy, program, and project needs as well as short- and mid-term priorities.

7.1.1: Develop Street Network and Operations Element

The Consultant will compile the latest capital projects lists from the cities CIP, the Regional Transportation Plan and local subarea planning efforts for City, County and WSDOT roadway facilities. These projects represent the long-range planning solutions that have been identified for the greater Vancouver area. The compiled list will be reviewed against the list of needs and deficiencies to highlight motor vehicle system performance issues that have not been addressed. Recommendations will include solutions to consider, additional studies required, and recommended new policy initiatives to be addressed. During solution development the Consultant will evaluate possible management techniques to explore (ITS and TSM), opportunities to apply complete street policies, and conventional roadway capacity upgrades. The Consultant will review the City's existing street functional classification map and recommend updates to classifications, with consideration for the overlay of street types developed in other work tasks of this plan update.

The Consultant will review the city's policies, plans, and projects to evaluate how to prepare for emerging technology changes in the form of autonomous and connected vehicles, as well as the transition to the increased presence of electric powered vehicles. The Consultant will make recommendations to guide the development of new policies, and programs to help the City navigate this transition.

The Consultant will use the performance metrics developed in task 5.2.1 to score the project list and rank projects into funding groups. The list will include policies and program recommendations for effective

curb space management. Scoring will include a qualitative assessment of the expected progress towards achieving overall transportation planning vision and goals. The Consultant will organize the lists by project type, priority and implementing agency. The Consultant will draft a memorandum describing the scoring criteria approach prior to the ranking process.

The Streets element will recommend policies and programs for effective curb space management. Recommendations will include policy and management considerations, TNC management, and other emerging technologies. Potential regulatory changes that should be anticipated will be documented with recommendations for how Vancouver can ensure future technologies support local goals and values. It is expected that the existing long-range planning document has a comprehensive list of capital projects to address system needs through 2040.

7.1.2: Develop Freight and Goods Movement Element

The Consultant will provide recommendations for improving future freight vehicle movement based on the needs identified in the freight system assessment (task 5.2.2). The Consultant will recommend opportunities to address needs for freight movement along key routes and at major origins and destinations.

The Consultant will develop a freight facility designation map based on existing and future freight activity and connectivity needs. The Consultant will identify design treatments to accommodate freight movements and freight management solutions.

The Consultant will identify roadway junctions and corridors where the existing and future system elements fall below identified performance targets, this will include committed capital projects. The Consultant will identify ways in which the City of Vancouver can support the future movement of freight and goods.

7.1.3: Develop Pedestrian Element

The pedestrian modal element will build on the existing conditions, gap identification, and needs identified in the pedestrian assessment to identify project opportunities and recommendations. This will be guided by the TSP goals, objectives, performance measures, and evaluation criteria, and respond directly to City, State, and Federal guidance and standards, e.g. ADA. The primary infrastructure-oriented outcomes of this phase include the recommended long-term modal element network maps and prioritized project lists. Planning-level cost estimates will be developed for all recommended projects.

The pedestrian modal element will identify potential alternative connective routes, facility enhancements, and crossing treatments that would improve student safety when walking school. Identified Safe Routes to Schools alternatives, enhancements, and treatments will be documented in a format that can be integrated by the City into pedestrian specific plans and shall be crafted to address the needs of future “Safe Routes to Schools” programs.

Recommended pedestrian projects may include route extensions into and beyond city limits to secure a connected, navigable active transportation system considering regional needs and opportunities, and provide the ability to reach desired goods, services, activities and destinations. The pedestrian modal element will propose support facilities, wayfinding and signage improvements that support these pedestrian connectivity improvements.

The pedestrian transportation modal element will recommend specific non-infrastructure programs and policies to support walking, and transportation demand management. Key policy and code updates to improve access, connectivity, and safety for people walking will also be developed for the City to implement TSP projects and programs. A comprehensive list of infrastructure and non-infrastructure

funding options for the City will be provided with reference to historic and existing transportation funding sources.

In the pedestrian modal element the Consultant will also include relevant updates to the City's inventory of standard drawings and details. The standards will be updated in accordance with all departmental design guidance, functional classification system updates, and proposed Municipal Code amendments.

7.1.4: Develop Bicycle Element

The bicycle modal element will build on the existing conditions, gap identification, and needs identified in the bicycle system assessment to identify project opportunities and recommendations. This will be guided by the TSP goals, objectives, performance measures, and evaluation criteria, and respond directly to City, State, and Federal guidance and standards, e.g. ADA. The infrastructure-oriented outcomes of this phase include the recommended long-term modal element network maps and prioritized project lists. Planning-level cost estimates will be developed for all recommended projects.

The bicycle modal element will identify potential alternative connective routes, facility enhancements, and crossing treatments that would improve student safety when biking to school. Identified Safe Routes to Schools alternatives, enhancements, and treatments will be documented in a format that can be integrated by the City into bicycle specific plans and shall be crafted to address the needs of future "Safe Routes to Schools" programs.

Recommended bicycle projects may include route extensions into and beyond city limits to secure a connected, navigable active transportation system considering regional needs and opportunities, and provide the ability to reach desired goods, services, activities and destinations. The bicycle transportation modal element will propose support facilities, wayfinding and signage improvements that support these bicycle connectivity improvements.

The bicycle transportation modal element will recommend specific non-infrastructure programs and policies to support bicycling, and transportation demand management. Key policy and code updates to improve access, connectivity, and safety for people biking will also be developed for the City to implement TSP projects and programs. A comprehensive list of infrastructure and non-infrastructure funding options for the City will be provided with reference to historic and existing transportation funding sources.

In the bicycling modal element the Consultant will also include relevant updates to the City's inventory of standard drawings and details. The standards will be updated in accordance with all departmental design guidance, functional classification system updates, and proposed Municipal Code amendments.

7.1.5: Develop Transit Element

The transit element will create recommendations related to the transit network, a street design toolbox, policies addressing land use and development, and programs enhancing transit accessibility and attractiveness.

Building on the evaluation framework in Task 5.3, Consultant will lay out a future network for transit identifying priority corridors for investment based on demand today and growth patterns heading to 2040. Consultant will use the framework to stratify the corridors, segments or bottleneck intersections into tiers for phased implementation.

Consultant will create a transit speed and reliability toolbox for ways the design of streets can support transit. Any designs not currently part of City standards will be addressed in Task 11. Consultant will apply the toolbox to the top tier of the transit priority network and will produce a map of the corridor with callouts for location and type of tool that should be applied. Selection of tools will be based on delay

analysis conducted in Task 3. No new traffic analysis will be conducted. Consultant will evaluate future travel time savings with the proposed design.

Policies supporting transit may include integrating transit representation into development review, reducing parking requirements in areas with high-frequency transit, allowing midblock crosswalks at bus stops, or entering agreements with property owners to create park and ride spaces (e.g. at churches, grocery stores). These types of policies create a positive, self-reinforcing cycle between the transit service being provided and the underlying processes and practices that the City can control.

Programs supporting transit may touch on infrastructure (Adopt-a-Shelter, secure bike parking at major bus stops) as well as initiatives supporting ridership growth (universal transit passes supported by City, promoting transit for special events). These programs will be coordinated with recommendations from the TDM element.

Consultant will create a set of policies and programs based on community needs and feedback from the TAC and Commission. Consultant will supplement this list with ideas from peer communities, and present this full set of policies and programs at TAC #5 and Commission #3.

7.1.6: Develop Transportation and Systems Demand Management (TDM), Transportation Systems Management (TSM), and Intelligent Transportation Systems (ITS) Element

The TDM, TSM, and ITS modal element will build on the existing conditions, gap identification, and needs identified in the program, technology and system assessment to identify project, policy, and programmatic opportunities and recommendations. The Consultant will identify opportunities for the City of Vancouver and major employers to enhance TDM and travel options programming including making more effective use of the State Commute Trip Reduction (CTR) program to enhance employer-initiated programs and incentives. Recommendations will build on best practices that are viable for Vancouver, including policy and programmatic recommendations for adoption of mobility technologies to reduce travel demand and meet other local goals.

The Consultant will also identify and prioritize TSM and ITS programs and technologies that improve operational efficiency for vehicles and freight haulers. DKS will use its knowledge of the City of Vancouver and Clark County traffic signal systems to identify potential improvements and investment programs. Recommendations will focus on programs and policies to improve safety, monitor performance, and enhance efficiency. This element will support streets, transit, and other elements of the TSP.

The TDM/TSM/ITS element will include recommendations for the following, among other identified needs:

- Programs, partners, education, and outreach opportunities to leverage capital and service investments identified in the TSP
- Programs and approached to better leverage State Commute Trip Reduction Programs
- TSM strategies and technology such as Dynamic Message Signs, freeway ramp metering, regional travel time signs on major highways/freeways
- Policies to enable data sharing and ongoing performance monitoring within and between local agencies
- ITS technology to support vehicle movement/circulation, freeway access, event or facility access, transit speed and reliability, and other needs identified in the TSP.

7.1.7 Develop Smart Mobility and Autonomous/Connected Mobility Element

The Consultant will develop a smart mobility element focused on near-term and long-term policy actions, infrastructure investments, regulatory changes, regional coordination, and internal city resourcing and

capacity building opportunities, among others. Due to the rapidly changing nature of smart mobility, the Consultant will focus long-term actions, policies, and recommendations toward achieving desired outcomes and allowing flexibility for unforeseen changes. To do so, the Consultant will recommend thresholds for policy change and investment, reflecting the tendency of mobility innovation to disrupt tradition planning horizon frameworks.

The smart mobility element will include the following themes (not an exhaustive list):

- Connected and Autonomous Vehicle (CAV) considerations
- Advancements in transportation electrification and other alternative fuel sources
- Guidance on managing and leveraging emerging service types, business models, and form factor modalities, including hybrid mobility and urban delivery models
- Guidance on evaluating shared mobility services, smart mobility investments, and pilots
- Data sharing principles (tied to the evaluation framework, performance measurement, and monitoring plan efforts of the TSP), privacy, and governance
- Opportunities for street design and facilities to welcome new technologies
- Transportation financing considerations
- Policies supporting shared mobility services
- Transit-orientation opportunities, including mobility hubs, mobility app integration, fare integration, and more
- Opportunities for “problem-solving” pilot partnerships, narrowly tied to current and likely future mobility, affordability, housing, and climate challenges.

7.2: Resolve Network Conflicts

The updated TSP will deliver an integrated set of planned networks, projects, policies, and programs. The layered network approach allows us to identify and resolve overlapping priorities (e.g., where transit priority and business district parking conflict) and set clear policies to rectify those tensions or make adjustments to one network as resolution.

The Consultant project management team will track work across all modal elements, identifying streets and areas within the City where there are overlapping priorities and, in particular, where right-of-way or curb-space demand may be greater than available space allows. Here the team will log these tensions in a spreadsheet and develop spatial map layers to illustrate tensions and overlaps.

The Consultant will apply the draft Right-of-Way Allocation Framework developed in task 6.4 to each of the streets and segments identified above. This assessment will provide a starting point for a policy discussion held in Task 7.3 (Staff Work Session #4). The staff work session will provide guidance to the team in the development of specific policies and projects to be included in the TSP Update and specific modal elements.

7.3: Staff Work Session #4

During staff work session #4, the Consultant will facilitate staff conversation regarding the key recommendations and the overlap and competing interests for users of the transportation system. During this session the Consultant and staff will discuss the system and the network proposals and develop a framework for addressing network conflicts.

7.4: Hold Technical Advisory Committee Meeting #5

This meeting of the TAC will focus on proposed transportation solutions to community challenges. City staff will identify and reserve a venue for TAC meetings. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

7.5: Management Leadership Team Meeting #2

At the second meeting of the Management Leadership Team, the Consultant will run through TAC meeting #5 materials to ensure leadership feels comfortable with the solutions being proposed to the Mobility Commission and the public.

7.6: Hold Transportation and Mobility Commission Meeting #3

The Consultant will present the draft modal elements during the third Transportation and Mobility Commission Meeting.

7.7: City Council Meeting #2, 3, Planning Commission Meeting #2

Task 7 will produce the bulk of the recommendations that will inform the City's future transportation system. The Consultant will present recommendations to Council at two of its regularly scheduled meetings. Recommendations will also be presented to the Planning Commission at one of its regularly scheduled meetings. TAC #5 materials will be used as a basis for the two Council briefings and Planning Commission meeting.

Task 7 Deliverables:

- Modal elements chapters and areas of the city summaries for public outreach
- Draft and final Project Scoring Evaluation Criteria Memorandum
- Updated transportation functional classification map for streets
- Prioritized list of motor vehicle roadway projects
- Recommended new policies to address severe lack of performance, and to prepare for emerging technologies
- Draft and final pedestrian element of the TSP
- Draft and final pedestrian design standard updates (optional)
- Updated freight network map with recommended projects and policies
- Draft and final bicycle element of the TSP
- Draft and final Bicycle design standard updates (optional)
- TAC Meeting #6 agenda, meeting materials, and meeting summary
- Management Leadership Team, City Council, and Planning Commission presentation materials
- Mobility Commission Meeting #3 agenda, facilitation materials, and meeting summary
- Staff Work Sessions #4 assistance scheduling and facilitating

Task 7 Meetings:

- Attend TAC #6 (2 staff)
- Attend Management Leadership Team #2 (1 staff)
- Attend City Council #2, 3 (1 staff)
- Attend Planning Commission #2 (1 staff)

- Attend Mobility Commission Meeting #3 (2 staff)
- Attend Staff Work Sessions #4 (2 staff)

Task 8: Community Outreach Phase 2: Draft Solutions

Task Purpose:

- Gather community input on draft solutions
- Distill community input and use to update modal elements from Task 7

8.1: Online Survey

The Consultant will develop content for a second online survey that the City will place into the Be Heard project page. The intent of the second survey is to provide a user-friendly interface for people to comment on the modal networks and prioritize projects within a limited budget.

The online survey will be published in English, Spanish, and Russian. The Consultant will promote the survey through our social media platform, website, e-mail blast, and outreach events.

8.2: Stakeholder Meetings

Like the first round of stakeholder meetings, Consultant will set up at a centralized location (for one day) and re-invite all those who participated in the first round of outreach. Consultant will organize materials by geographic area of the city, similar to how they will be presented at the community events in Task 8.3. This allows Consultant to create a mini open house for each stakeholder group and walk them around the room to comment on the draft solutions for each part of the city or those of interest. Modal summaries will also be available for those with interest in specific modal elements.

8.3: Community Events

The Consultant will support City staff in planning and hosting the second of two public outreach pushes. Similar to Task 4.3 Consultant will set up tables at two already-planned major community events to get citywide and visitor input, and use pop-up events at eight to 10 locations to get local input at the neighborhood level. The Consultant will prepare boards and exhibits depicting the big ideas for the major transportation elements of the TSP. The Consultant will provide 2 staff for outreach events and 1 staff person (the area lead) for each neighborhood pop-up.

8.4: Community Presentations

Consultant will create presentation materials showcasing the key elements of the TSP modal elements and will schedule time on community event calendars (groups who meet regularly) for presentations. City staff will lead the presentations.

8.5: Hold Leadership/Policy Maker Presentation/Workshop #2

The Consultant will prepare for and help facilitate the second set of presentations with City leadership, which could include department managers, executive staff, City Council and/or Planning Commission members. This presentation will explain the ways in which an updated TSP benefits Vancouver, the benefits of multimodal street design, and how the TSP fits into city processes.

This second Leadership workshop would come at a time when the Consultant has proposed solutions to key issues, challenges and opportunities. The team will also have a working draft TSP Update summary

for city leadership and policy makers to review in advance, allowing people to come to the workshop well informed and prepared. The meeting will be structured as a two-way conversation — sharing the proposed updates and facilitating a discussion to provide critical feedback from participants.

Task 8 Deliverables:

- Community web survey draft, beta version and final
- Stock presentations and boards used for community events
- Leadership Workshop Meeting agenda, facilitation materials, and meeting summary

Task 8 Meetings:

- Attend stakeholder meetings to take place within City Hall (up to 2 staff)
- Attend 2 community events (2 staff) and 8-10 pop-ups (1 staff per event)

Task 9: Develop Implementation and Monitoring Plan and Tools

Task Purpose:

- Determine funding mechanism for implementation
- Set up tools for monitoring progress

9.1: Funding Strategies

The Consultant will document historical transportation funding and expenditure levels based on City records and from the various federal, state, and local agencies during the past five years. Based on this information and other relevant projections, a forecast for transportation funding will be developed for the 2040 horizon year of the plan and up to three interim years.

The Consultant will evaluate current transportation capital and operations funding sources including the Traffic Impact Fee (TIF). This program does not provide for the full range of multimodal solutions, which precludes the application of the TIF to many of the projects in the TSP. The Consultant will identify possible options to amend the TIF program methodology to expand to other investments will be identified, consistent with lessons learned in other Washington jurisdictions.

The project priorities developed in Tasks 7 and finalized in Task 9 will be used to develop an updated and financially constrained project list. Project cost estimates will be updated, as needed, to a common base year, such as 2020, and projected for one or more future years (depending on implementation timeframes developed in the plan). Capital projects and programs will be grouped into funding tiers, consistent with identified project priorities and expected 2040 funding levels. Project groups will follow the current Transportation Improvement Program (TIP) process to include fully funded, partially funded, and unfunded projects.

As part of this task the Consultant will also make recommendations to the City's concurrency program to modify methods and metrics to better align long-range planning with implementation.

9.2: Complete Streets Policy Update

Now that the Complete Streets policy has been operational, it may need some updates based on real world experience and policies adopted in the TSP. The Consultant will evaluate Vancouver's policy using the National Complete Streets Coalition metrics and recommend any modifications.

9.3: Collision Tracking Tool

The City of Vancouver recently completed a System Safety Analysis, which will inform policy discussions in the TSP related to street design, operations, and the prioritization of vulnerable roadway users. This task will provide a tracking system for collisions that Vancouver can use to prioritize investments and use in capital project design. The tracking system will be tied to design protocol that proactively addresses common crash types and crash factors, including roadway attributes. The tool will be online-based and easy to update as WSDOT releases new data. Consultant expects City to provide all crash data in a clean format for transposing into a tracking tool.

9.4: Staff Work Session #5

During staff work session #5, the Consultant will facilitate a staff conversation to finalize TSP recommendations including receiving feedback on the implementation approach. This work session will also serve as an opportunity to have focused conversations regarding remaining decisions and action items related to the plan.

9.5: Hold Technical Advisory Committee Meeting #6

This meeting of the TAC will focus on the draft implementation plan. City staff will identify and reserve a venue for TAC meetings. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

9.6: Management Leadership Team Meeting #3

This third meeting of the Management Leadership Team will focus on the materials presented in TAC #6 – the draft final plan. Leadership will help ensure the final products align with citywide processes and can help support multiple departments.

9.7: Hold Transportation and Mobility Commission Meeting #4

The Consultant will present the draft implementation plan during the fourth Transportation and Mobility Commission Meeting. City staff will identify and reserve a venue for Transportation and Mobility Commission meeting. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

9.8: City Council Meeting #4, 5, Planning Commission Meeting #3

Toward the end of Task 9, the draft plan will have been vetted by the public, city directors, and the Mobility Commission. The Consultant will meet with City Council two times at its regularly scheduled meetings to discuss the final plan and impacts. Consultant will brief Planning Commission at one of its regularly scheduled meetings.

9.9: Public Notification

People providing input want to know how their comments were integrated into the final product. The Consultant will circle back with the public through the website, social media, and e-blast to communicate the draft TSP. The Consultant will summarize comments made and the relevant changes made to the TSP document. Consultant will update the project website to communicate how feedback was incorporated into the TSP. Consultant will also update social media and use an e-blast to communicate the availability of the draft TSP.

9.10: Final Programs, Policies, and Projects

The Consultant will develop a modally-integrated 20-year project list along with priorities policy changes, and supportive programs. A key outcome of this task will be a small set of priority projects and policies, aimed at communicating to the public, stakeholders, and policy makers the “key moves” for Vancouver to attain its transportation vision and goals. This will be produced in a matrix format as well as mapped, serving as a user-friendly way for City staff and key decision makers to vet draft content of the TSP Update.

As part of this update, the Consultant will recommend user-friendly ways of communicating the TIP to the public to be used in Task 8 and Task 9.7 outreach and incorporated in the Task 10 document The Consultant will also include list of street standards that need to be updated guiding Task 11.

Task 9 Deliverables:

- Funding Strategies Memorandum
- Complete Streets Update Recommendations Memorandum
- Collision tracking tool
- Mobility Commission Meeting #4 agenda, invitation, meeting materials and meeting summary
- TAC Meeting #6 agenda, invitation, meeting materials and meeting summary
- Management Leadership Team, City Council, and Planning Commission presentation materials
- Public Notification of draft TSP through website, social media and e-blast
- Staff Work Session #5 assistance scheduling and facilitating

Task 9 Meetings:

- Attend TAC #6 (2 staff)
- Attend Management Leadership Team #3 (1 staff)
- Attend City Council #4, 5 (1 staff)
- Attend Planning Commission #3 (1 staff)
- Attend Mobility Commission #4 (2 Staff)
- Attend Staff Work Session #5 (2 Staff)

Task 10: Produce Final TSP Update Documents

Task Purpose:

- Finalize Transportation System Plan Update
- Develop graphic-rich web and print documents to share the TSP with the Community

10.1: Produce Draft Print and Online Transportation System Plan Update

The Consultant will collate the highlights from all our previous work into a 50-70 page TSP document, with technical work included as appendices. The document will be graphic-rich and will include a compelling Executive Summary that can be used to promote and educate people about the project.

The Consultant will post the Transportation System Plan Update content onto the website in a user-friendly format allowing readers to easily navigate content. The Consultant will develop a Parallax website to host the on-line TSP document. The online TSP will include an online map with user-friendly scrolling and site navigation.

10.2: Presentation Materials

The Consultant will create a PowerPoint presentation for the City's use in presenting TSP highlights.

10.3: Management Leadership Team Meeting #4

The Consultant will present the final plan to the leadership team.

10.4: City Council Meeting #6

The final plan will be presented to City Council at one of its regularly scheduled meetings.

10.5: Final TSP

Based on input from the PMT, TAC, and Commission, the Consultant will revise the TSP.

Task 10 Deliverables:

- Draft and Final TSP, including a graphic-rich executive summary, 50-70-page document, and technical appendices
- Stock presentation
- Management Leadership Team and City Council presentation materials
- Online TSP document

Task 10 Meetings:

- Page turn meeting with City staff to be held after City completes comments on Draft Final TSP Update
- Attend Management Leadership Team #4 (1 staff)
- Attend City Council #6 (1 staff)

Task 11: Street Standards Update

Task Purpose:

- Identify standard drawings to be updated in light of TSP
- Ensure that city code aligns with TSP outcomes

11.1: Internal Stakeholder Outreach

The Consultant will conduct up to two meetings with City staff (and key stakeholders if desired) to review existing standards and compare to the best practices and policies created in the TSP. Obtaining the input of planning, design, and maintenance staff regarding past and future application of standards- their practicality, their affordability, and their legibility- will help ensure that the City's standards development aligns with the goals set forth by the TSP.

Consultant staff will synthesize feedback received during these meetings to identify standards that need updating or clarification in order to meet the City's goals.

11.2: Cross-Section Development

The Consultant will apply the street typology and ROW allocation framework developed under Task 6 to produce cross-sections for Vancouver's Street Sections portion of its standards. Utilizing the stakeholder input collected in Task 11.1 above, the Consultant will seek to balance community vision, policy, maintainability, and design best practices. The goal is to create realistic typical sections and standards that are easily understood and applied to the existing context in the City.

Cross-sections will identify a range of typical conditions for each street typology identified in Task 6. They will reference appropriate City design standards and specifications in order to create a document that is easily cross-referenced and legible to designers.

11.3: Street Reclassification

Utilizing the GIS street inventory created in Task 6, the Consultant will suggest streets for reclassification to align with the goals of the TSP and the cross-sections developed in 11.2. The Consultant will focus efforts on collector and arterial streets and correlate the street types to functional classification for funding purposes.

The Consultant will provide an overlay of streets recommended for reclassification. This will allow for easy comparison of existing conditions identified in 6.2 versus the proposed sections developed in 11.2 and the tradeoffs needed to move from the existing condition to the proposed.

11.4: Municipal Code and Standards Review

The Consultant will review Municipal Code 11, Streets and Sidewalks, and recommend modifications based on peers, best practices, and NACTO and MUTCD guidance. The stated purpose of Code 11 is to regulate activities within the public ROW of Vancouver in the interests of public health, safety, and welfare. Bringing this code into alignment with the TSP's goal of efficient, safe travel for all modes in the City may require modification.

The Consultant will review all aspects of Code 11 and compare to similarly-sized municipalities that have enacted Complete Streets policies. Modifications will be suggested to ensure a streamlined code that appropriately addresses all modes. The code should be clear to designers and permitting department staff and enforceable by the City. City staff will review and carry out the suggested modifications as deemed appropriate.

City design standards may also need update or addition in order to meet the needs of the TSP. Consultant staff will use the cross sections developed in 11.2 and TSP to identify these standards and provide a list to City staff for review. Suggested updates may include but would not be limited to:

- Modification of width standards for streets and sidewalks
- Updated pavement marking standards
- Median design
- Landscaping
- Lighting
- Addition of standards for any new facility types recommended by the TSP

Bringing standards, code, and the TSP into alignment will create a single, legible, and easily-referenced system of documents that City staff and developers can use to ensure the goals of the TSP are met in the built environment.

11.5: Hold Technical Advisory Committee #7

This meeting of the TAC will focus on standards for City streets. City staff will identify and reserve a venue for TAC meetings. The Consultant will draft the invitation, agenda, meeting materials, and prepare a meeting summary with action items.

Task 11 Deliverables:

- Cross-sections and design menu for each street typology
- Street reclassification map and supporting documentation
- List of updates needed to standards and municipal code to match projects, programs, and policies adopted in TSP
- TAC Meeting #7 agenda, invitation, meeting materials and meeting summary

Task 11 Meetings:

- Up to two meetings with City staff to discuss standards updates
- Attend TAC #7 (2 staff)

Task A: Contingency

In a project of this scale and length, additional work beyond this scope may be needed. Approximately \$40,600 has been set aside to cover unforeseen project tasks, meetings or services. Contingency budget will be approved by a written notification from the City of Vancouver Project Manager that includes a specific task, deliverable(s), meeting(s), and other requirements along with a not-to-exceed budget.

Task B: Update Pedestrian Crossing Policy

A city's pedestrian crossing policy determines where crosswalks are located and designed in maintenance, capital, and development projects. As part of the TSP, Consultant will identify strategies that make walking convenient and attractive; these strategies will likely include guidance on topics such as block spacing, crosswalk location, and crosswalk design. An update to the City's crossing policy will implement TSP recommendations. This task will focus on creating a user-friendly policy that can be consistently applied by staff. Elements of this task will include:

1. Client coordination (phone calls and one in-person meeting devoted to crossings) (4 hours)
2. Staff outreach to understand strengths and weaknesses of the existing policy and functionality needed from the updated policy. Recap recommended crossing spacing from TSP with staff. (10 hours)
3. Best practices review of two or three peer city policies and applicability to Vancouver's update. Focus on understanding how other cities locate new crosswalks, how they create enhanced crossing facility guidance based on vehicle speed, ADT, and number of lanes, and methods of communicating the policy (e.g. through flow charts, graphics). (24 hours)
4. Create draft criteria for crosswalk location. Criteria for placement might include presence of a destination or transit stop, safety, long gap between crossings, etc. Create toolbox of treatments, including refuge islands, signage, signalization, and materials based upon best practices. It is assumed that analysis such as causes of pedestrian crashes and spacing of existing crosswalks will be available through the TSP. (60 hours)

5. Conduct staff workshop where Consultant will gather feedback on location and treatment options. When is a marked crosswalk justified? When is a pedestrian signal needed? A full signal? At this workshop, Consultant will also discuss with staff policy assumptions that could be changed to support walkability – e.g. automatic recall rather than push buttons, slower assumed walking speeds, public awareness campaigns, etc. (12 hours)
6. Revise location and treatment guidance based on staff input. Create decision trees and graphics to easily guide staff through the crossings process. (80 hours)

[illegible]

[illegible]

SERVICE AGREEMENT C-100142
AMENDMENT No. 1
TRANSPORTATION SYSTEM PLAN UPDATE

This Agreement amends the Professional Services Agreement number C-100142 by and between the City of Vancouver, hereinafter referred to as "City", and Nelson\Nygaard Consulting Associates, Inc, hereinafter referred to as "Contractor", whose address is 2 Bryant St, Ste 300, San Francisco, CA 94114, for services offered.

This amendment amends the original agreement as follows:

1. Increase the authorized amount of the Agreement by \$220,000 to a revised authorized amount of \$1,311,523.
2. **Amend** the language contained in Section 5, Time of Performance, with language in herein
 - It is agreed services hereunder shall be completed by October 9, 2024.
3. Ratification: Acts taken pursuant to this Amendment but prior to its effective date are hereby ratified and confirmed.

This amendment in no way alters any other provisions of the original agreement.

CITY OF VANCOUVER
A municipal corporation

CONTRACTOR:
Nelson\Nygaard Consulting Associates, Inc

Eric Holmes, City Manager

Signature

Date

Printed Name /Title

Attest:

Date

Natasha Ramras, City Clerk

Approved as to form:

Jonathan Young, City Attorney

VOUCHER APPROVAL

We, the undersigned council members of the City of Vancouver, Clark County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of:

\$ 9,030,709.76 this 25th day of April 2022.

DocuSigned by:



008003009EC3424...
MAYOR

DocuSigned by:



008003009EC3424...
COUNCILMEMBER

DocuSigned by:



008003009EC3424...
COUNCILMEMBER



AUDITING OFFICER

DATE	INCLUSIVE CHECK NUMBERS	CHECK TOTAL
April 11, 2022 - April 17, 2022	Accounts Payable Checks (see attached)	\$ 9,007,766.60
April 11, 2022 - April 17, 2022	Hansen City Payments (see attached)	\$ 17,514.95
April 11, 2022 - April 17, 2022	Visa Refunds (see attached)	\$ 5,428.21
April 11, 2022 - April 17, 2022	Payroll Checks (see attached)	\$ -
TOTAL		\$ 9,030,709.76

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Supplier Payment	Manual Wire	No Reference	4/11/2022	179,700.35	Clark County - Remit-To: Clark County - Treasurer Vancouver	
Supplier Payment	Manual Wire	No Reference	4/11/2022	973,094.01	Internal Revenue Service	
Supplier Payment	Manual Wire	No Reference	4/11/2022	636.00	State of Washington Department of Licensing - Remit-To: DOL - Seattle Remit	
Supplier Payment	Manual Wire	No Reference	4/12/2022	9,020.93	Bank Of America N.A. - Remit-To: Charlotte NC	
Supplier Payment	Manual Wire	No Reference	4/12/2022	268,118.14	Blue Cross Blue Shield of Oregon	
Supplier Payment	Manual Wire	No Reference	4/12/2022	31,777.67	State of Oregon Department of Revenue	
Supplier Payment	Manual Wire	No Reference	4/12/2022	743,640.13	State of Washington Department of Retirement System (PERS)	
Supplier Payment	Manual Wire	No Reference	4/12/2022	77,501.86	Sun Life Assurance Company of Canada	
Supplier Payment	Manual Wire	No Reference	4/12/2022	980.40	VSP Vision Care Inc	
Supplier Payment	Manual Wire	No Reference	4/12/2022	22,857.27	Washington Dental Service	
Supplier Payment	Manual Wire	No Reference	4/13/2022	324,958.85	Kaiser Permanente - Remit-To: Kaiser Permanente	
Supplier Payment	Manual Wire	No Reference	4/14/2022	64,475.51	City of Vancouver - Remit-To: COV Main	
Supplier Payment	Manual Wire	No Reference	4/15/2022	252.00	Allegiance Benefit Plan Management Inc	
Supplier Payment	Manual Wire	No Reference	4/15/2022	1,119.00	State of Washington Department of Licensing - Remit-To: DOL - Seattle Remit	
			Manual Wire Total	2,698,132.12		
Expense Payment	Direct Deposit	EFT-00142883	4/14/2022	253.00	Brandon Garlington	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00142884	4/14/2022	27.54	Robert Givens	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00142885	4/14/2022	85.00	Ashley Brown	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00142886	4/14/2022	152.00	Emily Snodgrass	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00142887	4/14/2022	51.13	Eric Holmes	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00142888	4/14/2022	64.90	Liz Erickson	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00142889	4/14/2022	111.16	Suzanne Hebert	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00142890	4/14/2022	189.86	Brad Davidson	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00142891	4/14/2022	32.41	Lisa Brandl	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00142892	4/14/2022	51.00	Brandon Altig	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00142893	4/14/2022	331.34	Rainy Rau	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00142894	4/14/2022	152.00	Mitch Fox	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00142895	4/14/2022	471.14	Lyle Mann	Employee Reimbursement
Cash Advance Payment	Direct Deposit	EFT-00142896	4/14/2022	88.50	Patrick Kennedy	Travel Advance
Expense Payment	Direct Deposit	EFT-00142897	4/14/2022	201.25	Byron Inman	Employee Reimbursement
Cash Advance Payment	Direct Deposit	EFT-00142898	4/14/2022	221.50	Brent Waddle	Travel Advance
Expense Payment	Direct Deposit	EFT-00142899	4/14/2022	318.86	Shane Orem	Employee Reimbursement

INVOICE PAYMENTS REPORT

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Cash Advance Payment	Direct Deposit	EFT-00142900	4/14/2022	254.00	James Dewey	Travel Advance
Expense Payment	Direct Deposit	EFT-00142901	4/14/2022	116.78	Charlie Ahn	Employee Reimbursement
Cash Advance Payment	Direct Deposit	EFT-00142902	4/14/2022	88.50	Jason Nicholson	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00142903	4/14/2022	379.50	Robert Block	Travel Advance
Expense Payment	Direct Deposit	EFT-00142904	4/14/2022	333.33	Eddie Alba	Employee Reimbursement
			Direct Deposit Total	3,974.70		
Supplier Payment	EFT	EFT-00142905	4/14/2022	6,874.08	Mead and Hunt Inc	
Supplier Payment	EFT	EFT-00142906	4/14/2022	4,396.72	Pitney Bowes Inc	
Supplier Payment	EFT	EFT-00142907	4/14/2022	6,010.54	Vancouvercenter Condominium Association	
Supplier Payment	EFT	EFT-00142908	4/14/2022	507.50	Sharon Rice	
Supplier Payment	EFT	EFT-00142909	4/14/2022	5,306.85	Metro Overhead Door Inc	
Supplier Payment	EFT	EFT-00142910	4/14/2022	775.18	Emerald Services Inc	
Supplier Payment	EFT	EFT-00142911	4/14/2022	342,672.06	Tapani Inc	
Supplier Payment	EFT	EFT-00142912	4/14/2022	519.72	Harrys Key Service Inc	
Supplier Payment	EFT	EFT-00142913	4/14/2022	470.51	Allegiance Benefit Plan Management Inc	
Supplier Payment	EFT	EFT-00142914	4/14/2022	1,361,409.68	Lee Contractors LLC	
Supplier Payment	EFT	EFT-00142915	4/14/2022	5,177.16	George Elevator Service LLC	
Supplier Payment	EFT	EFT-00142916	4/14/2022	8,538.35	Linguava Interpreters Inc	
Supplier Payment	EFT	EFT-00142917	4/14/2022	9,555.00	Economic Consultants Oregon Ltd	
Supplier Payment	EFT	EFT-00142918	4/14/2022	3,336.20	Restored and Revived	
Supplier Payment	EFT	EFT-00142919	4/14/2022	277.50	ROP Consulting Inc	
Supplier Payment	EFT	EFT-00142920	4/14/2022	2,802.42	Universal Field Services Inc	
Supplier Payment	EFT	EFT-00142921	4/14/2022	2,983.75	IQGeo America Inc	
Supplier Payment	EFT	EFT-00142922	4/14/2022	840,260.24	Vancouver Housing Authority	
Supplier Payment	EFT	EFT-00142923	4/14/2022	4,749.63	Consolidated Supply Co	
Supplier Payment	EFT	EFT-00142924	4/14/2022	1,822.80	Fire Systems West	
Supplier Payment	EFT	EFT-00142925	4/14/2022	368.07	Miller Mendel Inc	
Supplier Payment	EFT	EFT-00142926	4/14/2022	2,056.72	Canopy Wellbeing	
Supplier Payment	EFT	EFT-00142927	4/14/2022	253,961.21	Operations Management International Inc	
Supplier Payment	EFT	EFT-00142928	4/14/2022	379.50	Net Transcripts Inc	
Supplier Payment	EFT	EFT-00142929	4/14/2022	360.00	Michael's Messenger Service Inc	
Supplier Payment	EFT	EFT-00142930	4/14/2022	3,975.00	Salazar Architect Inc	
Supplier Payment	EFT	EFT-00142931	4/14/2022	21,756.04	HDR Engineering Inc - Remit-To: HDR Engineering - Chicago	
			EFT Total	2,891,302.43		
Customer Refund	Check	2254	4/13/2022	500.00	VANCOUVER POLICE OFFICERS GUILD	Refund for cancelled order
Ad Hoc Payment	Check	2255	4/13/2022	153.79	Adams,Bennett L	Utility Refunds: 0063045320-05
Ad Hoc Payment	Check	2256	4/13/2022	1,287.95	Amy Hilario	Claim Payment - DOL: 12/07/21 - Risk
Ad Hoc Payment	Check	2257	4/13/2022	105.00	Anderson,Eric or Jacqui	Utility Refunds: 0000005996-02 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	2258	4/13/2022	191.19	Andrew Gilbert or Brittany Wouden	Utility Refunds: 0016045700-04
Ad Hoc Payment	Check	2259	4/13/2022	21.96	Av,Larry or Michelle	Utility Refunds: 0161012190-01
Ad Hoc Payment	Check	2260	4/13/2022	40.00	Brian/Dixie Heath	ovpymt acct 18949 inv 99472623 & 99467675
Ad Hoc Payment	Check	2261	4/13/2022	86.26	Carlson,Carter	Utility Refunds: 0000002312-02
Ad Hoc Payment	Check	2262	4/13/2022	45.03	Cedars Construction LLC	Utility Refunds: 0500005464-01

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Ad Hoc Payment	Check	2263	4/13/2022	143.00	Chilstrom,Lynn or Leanne	Utility Refunds: 0016007600-06 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	2264	4/13/2022	3,619.58	Clark County, WA	Claim Payment - DOL: 02/16/22 - Risk
Ad Hoc Payment	Check	2265	4/13/2022	179.51	Clarke,Janet or Stephen	Utility Refunds: 0062032700-21
Ad Hoc Payment	Check	2266	4/13/2022	8,159.20	Clog Pro	SCIP prog Ken Holly 2505 NE 83rd Ave
Ad Hoc Payment	Check	2267	4/13/2022	215.59	Crouse,Emilee A	Utility Refunds: 0000009109-01
Ad Hoc Payment	Check	2268	4/13/2022	1,260.00	Crust Collective LLC	Bus Lic Fees Ref COVID-19 surch ref prog
Ad Hoc Payment	Check	2269	4/13/2022	39.27	Danley,Jason	Utility Refunds: 0000003857-02
Ad Hoc Payment	Check	2270	4/13/2022	209.22	David Green or Nancy Lindsley	Utility Refunds: 0035075200-00
Ad Hoc Payment	Check	2271	4/13/2022	194.00	Dostal,Jon or Elizabeth	Utility Refunds: 0068033600-08 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	2272	4/13/2022	89.00	Emmanuel Baptist Church	Utility Refunds: 0089000300-01 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	2273	4/13/2022	60.93	Estate of Cynthia Howell	Utility Refunds: 0006049400-20
Ad Hoc Payment	Check	2274	4/13/2022	432.97	Estate of John Whispell	Utility Refunds: 0006003600-13
Ad Hoc Payment	Check	2275	4/13/2022	825.00	Fairmount Pizza, INC	Bus lic fees ref COVID-19 surch ref prog - fee prorated
Ad Hoc Payment	Check	2276	4/13/2022	89.44	Grimm Enterprises	Utility Refunds: 0063018700-17
Ad Hoc Payment	Check	2277	4/13/2022	102.08	Hadziselimovic,Haris or Cristina	Utility Refunds: 0005035300-06
Ad Hoc Payment	Check	2278	4/13/2022	83.23	Hall,Gregory	Utility Refunds: 0107003112-09
Ad Hoc Payment	Check	2279	4/13/2022	17.79	Harner,Wayne	Utility Refunds: 0015070895-02
Ad Hoc Payment	Check	2280	4/13/2022	136.00	Jacobs,Bradley or Dorothy	Utility Refunds: 0008020900-04 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	2281	4/13/2022	255.72	Jenkin,Michelle	Utility Refunds: 0500001276-01
Ad Hoc Payment	Check	2282	4/13/2022	75.00	Jessica Bennett	Damage Deposit Refund
Ad Hoc Payment	Check	2283	4/13/2022	40.00	Joe/Cindy Scott	Alarm billing ovpymt acct 11953 inv 99463985 & 99469706
Ad Hoc Payment	Check	2284	4/13/2022	107.06	Jones,Sandra	Utility Refunds: 0022082503-07
Ad Hoc Payment	Check	2285	4/13/2022	56.39	Jumalon,Robin	Utility Refunds: 0005035300-05
Ad Hoc Payment	Check	2286	4/13/2022	72.38	Katie Carnahan or Terry Keele	Utility Refunds: 0016040300-04
Ad Hoc Payment	Check	2287	4/13/2022	30.08	Lennar NW Inc, a Delaware Corp	Utility Refunds: 0000009142-01
Ad Hoc Payment	Check	2288	4/13/2022	182.00	Loyd,Michael B	Utility Refunds: 0000005020-02 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	2289	4/13/2022	720.00	Main Street Dairy Queen, LLC	Bus Lic Fees Ref COVID-19 surch ref prog
Ad Hoc Payment	Check	2290	4/13/2022	100.00	Moore,Jaclyn	Utility Refunds: 0000002975-03
Ad Hoc Payment	Check	2291	4/13/2022	1,210.00	Mountain Village LLC	Bus lic fees ref outside of city limits
Ad Hoc Payment	Check	2292	4/13/2022	360.00	Mountain Village LLC	Bus Lic Fees Ref COVID-19 surch ref prog
Ad Hoc Payment	Check	2293	4/13/2022	810.00	Mountain Village LLC	Bus lic fees ref COVID-19 surch ref prog
Ad Hoc Payment	Check	2294	4/13/2022	116.33	Murphy,Anita	Utility Refunds: 0015005618-07
Ad Hoc Payment	Check	2295	4/13/2022	84.46	Omer Simeon Family Trust	Utility Refunds: 0000005461-02
Ad Hoc Payment	Check	2296	4/13/2022	110.99	Oubre,Suzy L	Utility Refunds: 0007041100-01
Ad Hoc Payment	Check	2297	4/13/2022	40.00	PCS	alarms billing Eric/Audrey Doering acct 18042 inv 99456807 & 99462492
Ad Hoc Payment	Check	2298	4/13/2022	183.26	Phillips,Brad or Amber	Utility Refunds: 0040038400-03
Ad Hoc Payment	Check	2299	4/13/2022	55.65	PLS Engineering	COV10234 cust canceled
Ad Hoc Payment	Check	2300	4/13/2022	312.67	Quinn,Irvine S	Utility Refunds: 0002000111-02 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	2301	4/13/2022	316.88	RDC Associates LLC	Utility Refunds: 0011014200-05
Ad Hoc Payment	Check	2302	4/13/2022	142.77	Roe,Ramona	Utility Refunds: 0004034400-13
Ad Hoc Payment	Check	2303	4/13/2022	500.00	Rosalva Reyes Piedra	Damage Deposit Refund
Ad Hoc Payment	Check	2304	4/13/2022	48.62	Santander,Kyle	Utility Refunds: 0117050092-09
Ad Hoc Payment	Check	2305	4/13/2022	92.84	Scott,Lynn	Utility Refunds: 0500003484-02 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	2306	4/13/2022	70.54	Simeon,Dolores B	Utility Refunds: 0000005461-02

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Ad Hoc Payment	Check	2307	4/13/2022	95.21	Sinclair,Peggy	Utility Refunds: 0007042700-00
Ad Hoc Payment	Check	2308	4/13/2022	114.50	Stopka,Adam R	Utility Refunds: 0020001200-06
Ad Hoc Payment	Check	2309	4/13/2022	630.00	Subgecko Enterprises, INC.	Bus Lic fees ref COVID-19 surch ref prog
Ad Hoc Payment	Check	2310	4/13/2022	450.00	Subgecko Enterprises Inc	Bus Lic fees ref COVID-19 surch ref prog
Ad Hoc Payment	Check	2311	4/13/2022	86.40	Tawnia Brown	FRI-318406
Ad Hoc Payment	Check	2312	4/13/2022	90.00	Trio Equipment INC	Bus Lic fees ref COVID-19 surch ref prog
Ad Hoc Payment	Check	2313	4/13/2022	6,480.00	Van Pizza, INC	Bus Lic Fees Ref COVID-19 Surch ref prog
Ad Hoc Payment	Check	2314	4/13/2022	115.54	Wells,Troy	Utility Refunds: 0023032922-16 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	2315	4/13/2022	156.33	Wirkkala,Sarah or Jordan	Utility Refunds: 0000004796-02
Ad Hoc Payment	Check	2316	4/13/2022	212.12	Zenith Properties	Utility Refunds: 0045540800-05
Ad Hoc Payment	Check	2317	4/13/2022	59.14	Zillow Homes Property Trust	Utility Refunds: 0021065000-02
Expense Payment	Check	2318	4/13/2022	23.47	Charles Masi	Employee Reimbursement
Supplier Payment	Check	2319	4/13/2022	421,585.81	3 Kings Environmental Inc	
Supplier Payment	Check	2320	4/13/2022	260.29	Aero Maintenance Inc	
Supplier Payment	Check	2321	4/13/2022	108.10	Airgas, Inc	
Supplier Payment	Check	2322	4/13/2022	1,005.46	A-Line Asphalt Maintenance Inc	
Supplier Payment	Check	2323	4/13/2022	49,079.70	Allcon LLC	
Supplier Payment	Check	2324	4/13/2022	798.00	Allegheny Answering Services	
Supplier Payment	Check	2325	4/13/2022	68.00	American Sani-Can	
Supplier Payment	Check	2326	4/13/2022	847.50	Amex Products Inc	
Supplier Payment	Check	2327	4/13/2022	141.39	Aramark Uniform & Career Apparel LLC - Remit-To: Aramark - Pasadena	
Supplier Payment	Check	2328	4/13/2022	3,185.57	Arborscape Ltd Inc	
Supplier Payment	Check	2329	4/13/2022	1,707.50	Bode Cellmark Forensics, Inc.	
Supplier Payment	Check	2330	4/13/2022	2,170.17	Bound Tree Medical LLC	
Supplier Payment	Check	2331	4/13/2022	3,003.00	Bret M Young	
Supplier Payment	Check	2332	4/13/2022	34,411.16	CECO Inc	
Supplier Payment	Check	2333	4/13/2022	400.12	Cellco Partnership - Remit-To: Cellco - Dallas	
Supplier Payment	Check	2334	4/13/2022	5,000.00	CFM Strategic Communications, Inc.	
Supplier Payment	Check	2335	4/13/2022	20.00	City of Vancouver - Remit-To: COV Main	
Supplier Payment	Check	2336	4/13/2022	910,124.99	Clark County - Remit-To: Clark County - Treasurer Vancouver	
Supplier Payment	Check	2337	4/13/2022	7,814.92	Clark Public Utility District No. 1	
Supplier Payment	Check	2338	4/13/2022	252,310.34	Colf Construcion LLC	
Supplier Payment	Check	2339	4/13/2022	5,597.35	Columbia Resource Company	
Supplier Payment	Check	2340	4/13/2022	24.84	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	2341	4/13/2022	151.11	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	2342	4/13/2022	7,377.71	Copiers Northwest	
Supplier Payment	Check	2343	4/13/2022	3,500.00	Courtney Grimmer	
Supplier Payment	Check	2344	4/13/2022	839,812.27	CPP Rehab LLLP	
Supplier Payment	Check	2345	4/13/2022	5,163.52	Cubic ITS, Inc	
Supplier Payment	Check	2346	4/13/2022	5,403.30	CUES Inc - Remit-To: CUES Inc - Cincinnati	
Supplier Payment	Check	2347	4/13/2022	1,770.00	David Corey PHD PC	
Supplier Payment	Check	2348	4/13/2022	1,665.63	DKS Associates Inc	
Supplier Payment	Check	2349	4/13/2022	10,588.77	Epic Land Solutions, Inc.	
Supplier Payment	Check	2350	4/13/2022	12,529.87	Eric Thomas Lanciault	
Supplier Payment	Check	2351	4/13/2022	382.00	Evergreen Orchards LLC	

INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Check Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Payment Memo if applicable</u>
Supplier Payment	Check	2352	4/13/2022	935.00	Examworks Inc	
Supplier Payment	Check	2353	4/13/2022	22,326.05	Ferguson Enterprises - Remit-To: Ferguson - Dallas	
Supplier Payment	Check	2354	4/13/2022	1,085.00	Fidelity National Title Co of Washington	
Supplier Payment	Check	2355	4/13/2022	459.16	Genuine Parts Company - Remit-To: NAPA - Los Angeles	
Supplier Payment	Check	2356	4/13/2022	8,400.00	Genuine Senior Living	
Supplier Payment	Check	2357	4/13/2022	4,998.29	Gray & Osborne Inc	
Supplier Payment	Check	2358	4/13/2022	46,509.28	Halbert Construction Services LLC	
Supplier Payment	Check	2359	4/13/2022	2,127.66	Harper Houf Peterson Righellis Inc	
Supplier Payment	Check	2360	4/13/2022	914.55	Herren Printing Co	
Supplier Payment	Check	2361	4/13/2022	32,619.92	Herrera Environmental Consultants Inc	
Supplier Payment	Check	2362	4/13/2022	808.97	Iron Mountain Inc - Remit-To: Iron Mountain - New York	
Supplier Payment	Check	2363	4/13/2022	15,790.77	Kar-Gor Inc	
Supplier Payment	Check	2364	4/13/2022	13,922.28	KBT Distributing LLC	
Supplier Payment	Check	2365	4/13/2022	6,615.00	Kramer Gehlen & Associates	
Supplier Payment	Check	2366	4/13/2022	12,289.35	Lakeside Industries Inc - Remit-To: Lakeside - LB Seattle	
Supplier Payment	Check	2367	4/13/2022	9,276.73	Lasko Printing Specialties Inc	
Supplier Payment	Check	2368	4/13/2022	465.00	LSW Architects PC	
Supplier Payment	Check	2369	4/13/2022	303.81	Mark IV Enterprises Inc	
Supplier Payment	Check	2370	4/13/2022	225.00	Marquam Group LTD	
Supplier Payment	Check	2371	4/13/2022	2,000.00	Marvin A Schram Jr	
Supplier Payment	Check	2372	4/13/2022	1,000.00	Message Gears LLC	
Supplier Payment	Check	2373	4/13/2022	5,231.88	Municipal Emergency Services Inc - Remit-To: Municipal Emergency Services - Chicago	
Supplier Payment	Check	2374	4/13/2022	1,654.19	National Safety Inc	
Supplier Payment	Check	2375	4/13/2022	37,249.00	Newco Inc.	
Supplier Payment	Check	2376	4/13/2022	10,470.25	North Pacific Construction and Remodeling Inc	
Supplier Payment	Check	2377	4/13/2022	10,876.62	Northwest Natural Gas Company - Remit-To: NW Natural - Portland	
Supplier Payment	Check	2378	4/13/2022	7,356.36	Northwest Staffing Resources Inc - Remit-To: NW Staffing - Portland	
Supplier Payment	Check	2379	4/13/2022	1,790.11	One Call Concepts Inc	
Supplier Payment	Check	2380	4/13/2022	2,875.25	Oregon Aerial Construction LLC	
Supplier Payment	Check	2381	4/13/2022	27,774.04	Parametrix, Inc	
Supplier Payment	Check	2382	4/13/2022	17,025.65	PBS Engineering and Environmental Inc	
Supplier Payment	Check	2383	4/13/2022	76.54	PC Specialists Inc - Remit-To: TIG - San Diego	
Supplier Payment	Check	2384	4/13/2022	706.99	Physio-Control Inc - Remit-To: Stryker Medical	
Supplier Payment	Check	2385	4/13/2022	140.00	Porter W Yett Company	
Supplier Payment	Check	2386	4/13/2022	1,850.17	Portland Adventist Medical Center	
Supplier Payment	Check	2387	4/13/2022	34,741.87	PPC Solutions Inc	
Supplier Payment	Check	2388	4/13/2022	8,835.00	Prestige Care & Rehabilitation - Camas	
Supplier Payment	Check	2389	4/13/2022	5,632.29	Professional Service Industries	
Supplier Payment	Check	2390	4/13/2022	319.00	Public Safety Testing Inc	
Supplier Payment	Check	2391	4/13/2022	818.80	Quadient, Inc - Remit-To: Neopost USA Inc	
Supplier Payment	Check	2392	4/13/2022	738.93	Qwest Corporation - Remit-To: Qwest CABS - Monroe	
Supplier Payment	Check	2393	4/13/2022	6,752.10	Retail Lockbox Inc	
Supplier Payment	Check	2394	4/13/2022	1,360.61	River City Environmental	
Supplier Payment	Check	2395	4/13/2022	45,792.43	San Diego Police Equipment Co Inc	

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INVOICE PAYMENTS REPORT

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Supplier Payment	Check	2396	4/13/2022	2,000.00	Shelby Van Der Berg	
Supplier Payment	Check	2397	4/13/2022	29,703.30	Skillssoft Corp	
Supplier Payment	Check	2398	4/13/2022	3,340.03	Software House International SHI - Remit-To: SHI - Dallas	
Supplier Payment	Check	2399	4/13/2022	6.90	State of Oregon Department of Transportation - Remit-To: OR DMV - Salem	
Supplier Payment	Check	2400	4/13/2022	34,347.50	State of Washington Department of Ecology - Remit-To: State of Washington Department of Ecology	
Supplier Payment	Check	2401	4/13/2022	176,324.89	State of Washington Department of Employment Security - Remit-To: State of Washington Department of Employment Security / Seattle	
Supplier Payment	Check	2402	4/13/2022	2,040.00	State of Washington Department of Health - Remit-To: WA Dept of Health	
Supplier Payment	Check	2403	4/13/2022	36.90	State of Washington Department of Labor & Industries - Remit-To: State of WA LNI - Boiler Pressure Vessel	
Supplier Payment	Check	2404	4/13/2022	1,551.57	State of Washington Department of Transportation	
Supplier Payment	Check	2405	4/13/2022	2,206.25	State of Washington State Patrol	
Supplier Payment	Check	2406	4/13/2022	197.79	Stericycle Inc	
Supplier Payment	Check	2407	4/13/2022	1,020.99	Towing & Recovering Services Inc	
Supplier Payment	Check	2408	4/13/2022	1,257.08	Transunion Risk & Alternative Data Solutions Inc	
Supplier Payment	Check	2409	4/13/2022	300.00	Triangle Resources Inc	
Supplier Payment	Check	2410	4/13/2022	3,071.94	Triple J Enterprises	
Supplier Payment	Check	2411	4/13/2022	1,906.40	Tyree Oil Inc	
Supplier Payment	Check	2412	4/13/2022	23,346.04	Utility Service Associates LLC	
Supplier Payment	Check	2413	4/13/2022	482.00	Vancouver Aire LLC	
Supplier Payment	Check	2414	4/13/2022	325.52	W.B. Sprague Co. Inc.	
Supplier Payment	Check	2415	4/13/2022	1,562.83	Walter E Nelson Company	
Supplier Payment	Check	2416	4/13/2022	47,030.61	Waste Connections of Washington - Remit-To: Waste Connections - Vancouver	
Supplier Payment	Check	2417	4/13/2022	513.62	Western Equipment Distributors - Remit-To: Western Equipment - Los Angeles	
Supplier Payment	Check	2418	4/13/2022	1,288.82	Wex Bank	
Supplier Payment	Check	2419	4/13/2022	45,000.00	Willis Towers Watson Insurance Services West inc	
Supplier Payment	Check	2420	4/13/2022	1,384.48	WSP USA Inc. - Remit-To: WSP USA Inc. Dallas	
Supplier Payment	Check	2421	4/13/2022	70.26	XPO Logistics Enterprise Services, Inc - Remit-To: XPO - Portland	
			Check Total	3,414,357.35		
			Manual Wire Total	2,698,132.12		
			Direct Deposit Total	3,974.70		
			EFT Total	2,891,302.43		
			4/18/2022	17,514.95	City Payments	Posted 04-11-22 to 04-17-22
			Hansen Total	17,514.95		
			4/18/2022	1,610.25	Miscellaneous	Parks Class Refunds FCC 04-11-22 to 04-17-22
			4/18/2022	3,817.96	Miscellaneous	Parks Class Refunds MCC 04-11-22 to 04-17-22
			VISA Total	5,428.21		

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			Payroll Total	0.00		
			GRAND TOTAL	9,030,709.76		

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City of Vancouver
Payroll Council Report
April 11, 2022 - April 17, 2022

Check No.	Date	Explanation	Amount
		No payroll this period	

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