

Los Altos
Complete Streets Master Plan
Scope of Work

The City of Los Altos is seeking a qualified Transportation Team to assist in the development of the Los Altos – Complete Streets Master Plan. The plan will include four specific elements plus community engagement:

1. Bike-Pedestrian Master Plan Update

The [Los Altos – Bicycle Transportation](#) Plan was last updated in April 2012. The City seeks to provide a peripheral update of the plan as part of this project. The update will focus on new:

- Existing Bikeways Map
- Proposed Priority Bikeways Map
- Bikeway Priority Projects List
- Cost Estimates for new Bikeway Priority Projects List projects
- Pedestrian Gap Closure Projects Map and Priority List/Funding Estimates

The Bike-Pedestrian Master Plan Update must also include a new Design Tool Kit for use by the City to help educate residents on project alternatives during the planning and design phases of projects. The Tool Kit will include a report and a Microsoft PowerPoint identifying Tool Kit elements, Typical Design Layouts, and both Concept Renderings and Real-Life Images of Deployments.

2. Suggested Routes to School Update

The City has existing [Suggested Routes to School Maps](#) for 10 elementary and middle schools servicing Los Altos residents. The City seeks with this project to:

- Update Walk n Roll Maps

Based on a community engagement process, develop new Walk n Roll Maps for each of the elementary and middle schools serving the City of Los Altos. The selected consultant team will also be required to coordinate with the City of Mountain View, City of Palo Alto, and City of Cupertino to update the maps and create new maps for middle and high schools serving Los Altos residents including Cupertino Middle School on S Bernardo Avenue, Los Altos High School on Almond Drive, Mountain View High School on Bryant Avenue, and Homestead High School on Homestead Road.

The new Walk n Roll Maps must include recommended Drop Off Zones and driving pathways to help promote appropriate driving patterns and behavior by motorists.

- Walking Audits

Conduct Walking Audits with school parents, PTA members, school administrators and City staff. The Walking Audits are intended to identify Hot Spot and Near- and Long-Term improvement projects. It is anticipated that some improvement projects may align with proposed projects in the Bike-Pedestrian Master Plan Update. Cost estimates for each proposed Hot Spot and Near- and Long-Term improvement project recommendation must also be provided.

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3. Transit Plan

The City seeks to create a Transit Map of the City of existing public and private shuttle transit routes in the City. The map must include:

- **Public and Private Transit Routes and Transit Stop locations**
It will be the responsibility of the Consultant Team to work with private operators from firms such as Google, Apple, Facebook, Genentech, etc. to identify their routes and Stops and document them onto the map.

- **Proposed New Community Shuttle Route alternatives**
The City is seeking up to three new community shuttle routes for proposed funding by the City of Los Altos. The routes should focus on School Tripper routes only to service students traveling to schools; Link Routes to Transit and Shopping facilities such as Downtown Los Altos and other local and regional shopping districts.

The supplemental report for the Transit Plan will include recommendations for Preferred Transit Stop facilities within the City including preferred shelters, benches, and sign & striping treatments including use of priority Red pavement markings.

The Consultant Team should document approximate demand of all public and private transit facilities as the City may use the Transit Plan to enter negotiations with Public and Private transit operators to negotiate encroachment permit conditions of approval to bring the facilities to functional and aesthetic standards for the City.

The Transit Plan should include an alternative for City-funded demand-based transit use for use to local shopping districts in the City.

4. Concept Plan Line Drawings

The Consultant Team will be required to prepare Concept Plan Line drawings based on an extensive community engagement process for the locations identified in Table 1.

The Consultant Team will be responsible for preparing the Concept Plan Line drawings over to-scale Google Satellite images procured by the Consultant Team. The City does not have existing aerial images to share for this project.

The type of Concept plan Line drawings details anticipated for each location are included in Table 1.

The City is currently collecting speed and volume data at all locations identified in Table 1 and turning movement count data at existing signalized intersections. The traffic data will be made available to the Consultant Team. Additional traffic data needed to help advise the Concept Plan Line development will be collected directly by the City.

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5. Community Engagement

The Consultant Team will be required to help lead an extensive community engagement process for this project. The City anticipates monthly presentations to the Complete Streets Commission during the duration of the project. Due to the wide audience range of the project, the City anticipated up to four (4) Open House meetings to help solicit input on the various project elements and design concepts. The Open House meetings will take place up to two hours prior to the Complete Streets Commission meetings held on the fourth Wednesday of each month. The Consultant Team will be responsible for developing project mailers and flyers. The City will be responsible for any mailing services, posting notices on City websites and facilities, and for posting notices in the field to help encourage attendance to meetings.

The preferred Consultant Team will also have experience in hosting web-based community engagement tools to help solicit input on design concepts from residents and have the ability to host a project website and solicit input on projects. An interactive map that allows residents to post information on Hot Spot concerns for development of the Bike-Ped Transportation Plan and Suggested Routes to School Plan efforts is preferred.

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Table 1
Los Altos Complete Streets Master Plan – Concept Plan Line Program

No.	Corridor / Segment	Length	Priority Need
Corridors			
1	Almond Avenue (San Antonio Rd to El Monte Ave)	0.9 mi	Active SB1 Project for the City with resurfacing planned in 2020. Bike-Ped Treatments Anticipated. Existing speed tables in place, additional traffic calming treatments anticipated.
2	Casita Way (Jardin Drive to Marich Way)	0.6 mi	Safe Routes to School Linkage to Los Altos High School. Traffic Calming and Bike Route improvements anticipated.
3	Clark Avenue (El Monte Ave to Cuesta Dr)	0.8 mi	Traffic calming from regional traffic growth including possible speed humps and All-Way STOP controls.
4	Covington Road (El Monte Ave to Campbell Ave)	0.6 mi	Safe Routes to School priority for Covington School. Bike Routes improvements anticipated along with crosswalk improvements.
5	Covington Road (Miramonte Ave to Grant Rd)	0.6 mi	Safe Routes to School priority for Blach School. Bike lane and X-walk improvements anticipated.
6	Grant Road (Foothill Exp to Homestead Rd)	0.7 mi	Adjacent to active Safe Routes to School project on Homestead Rd. Combination of Bike Lane, Bike Route, and X-walk improvements.
7	El Camino Real (within Los Altos City Limits)	2.0 mi	Master Plan Document for Active and Future Development.
8	Gordon Avenue (Almond Ave to Hawthorne Ave)	0.6 mi	Safe Route to School for Los Altos High School. Traffic calming anticipated including speed humps and Bike Route improvements.
9	Jordan Avenue (San Antonio Rd to El Camino Real)	0.6 mi	Traffic calming from regional traffic growth and El Camino Real. Bike Route and traffic calming improvements anticipated including speed humps, All-way STOPS and X-Walks.
10	Loyola Corners Triangle	0.2 mi	Circulation alternatives with focus on A-Street & Miramonte Ave intersection.
Intersection Hot Spots			
11	Miramonte Ave & Berry Ave		Enhanced Pedestrian Facility Considerations including Raised Speed Table crossing with Ped-Activated Flashing Beacon System.