



DATE: September 25, 2019

AGENDA ITEM # 3

TO: Complete Streets Commission

FROM: Jaime O. Rodriguez, Interim Staff Liaison

SUBJECT: Complete Streets Master Plan

RECOMMENDATION:

Provide discussion and input on proposed Work Scope for the Complete Streets Mater Plan RFP

INTRODUCTION

The Complete Streets Commission is being asked to review and provide comments on the proposed Complete Streets Master Plan – Scope of Work for the Request for Proposals to be released in October 2019.

BACKGROUND

The upcoming Los Altos – Complete Streets Master Plan is intended to update several of the City’s existing planning documents and introduce new priorities for the Commission and City. The following four sections of the plan are anticipated:

1. Bicycle and Pedestrian Transportation Plan
Update the existing Los Altos Bicycle Transportation Plan 2012 to include a Pedestrian Transportation Plan element, update the existing Los Altos Bikeway Map, develop a new Bikeways Master Plan map with supporting priority projects and cost estimates, and prepare a Bikeway and Pedestrian Tool Kit for use on future projects.
2. Suggested Routes to School – Map Updates
Update the Los Altos Suggested Routes to School Maps with Campus Circulation recommendations for Preferred Passenger Drop Off routes and prepare Hot Spot priority improvements based on Community Walking Audits.
3. Transit Transportation Plan
Identify and prepare a Transit Route Map of all public and private transit routes (including tech-based shuttle routes) that traverse through the City of Los Altos. Prepare an audit of passenger facilities at all transit facilities, both public and private, to develop transit stop priority improvements such as shelters, shade facilities, and benches. For private-sector based transit routes, identify improvements that can be included in future encroachment permit updates. Also, include development of new

community-based shuttle routes to serve residents with linkages to Caltrain and that prioritize “School Trip” routes.

4. Concept Plan Line Work for up to 12 Corridors and Intersection Hot Spots
Develop Concept Plan Line drawings that can be quickly turned into Signage & Striping Plans for implementation as part of future pavement maintenance projects. Corridors included within the concept plan line category should be approximately a half-mile in length.

DISCUSSION

The Draft Scope of Work for the Los Altos – Complete Streets Master Plan is provided in Attachment 1. The Commission is being asked to review and scope of work and provide any final input prior to release of the RFP in October 2019 for selection of a consultant team.