



DATE: November 20, 2019

AGENDA ITEM # 4

**TO:** Complete Streets Commission

**FROM:** Tom Madalena, Transportation Services Manager

**SUBJECT:** Complete Streets Master Plan

**RECOMMENDATION:**

Review and recommend approval of an agreement with Alta Planning + Design in an amount not to exceed \$166,000 for the development of a Complete Streets Mater Plan.

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**INTRODUCTION**

The Complete Streets Commission approved a recommendation to the City Council during its April 24, 2019 meeting to approve a resolution to the Metropolitan Transportation Commission and the Valley Transportation Authority to use Transportation Development Act – Article 3 funds for development of a new Complete Streets Master Plan. The City Council approved of the resolution at their June 24, 2019 meeting.

A request for proposals was issued on October 3, 2019 with proposals being due on October 22, 2019. Staff received one proposal from Alta Planning + Design.

The Complete Streets Master Plan will include four focused study areas.

**BACKGROUND**

The 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 include:

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 and develop a new Bikeways Master Plan map with supporting priority projects and cost estimates.

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  
Development of shuttle routes that include a community-based shuttle route to serve residents with linkages to Caltrain that also prioritizes “School Trip” routes. Evaluation of emerging models of on-demand transit service will also be included.
4. Concept Plan Line Work for up to 3 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 in the concept plan line category will be within approximately a half-mile in length.

## **DISCUSSION**

An outline of the study elements for each of the four project tasks of the Complete Streets Mater Plan is provided below.

### Task 1 – Bicycle and Pedestrian Transportation Plan

- Focused Update of 2012 Los Altos Bicycle Plan
- Update of Existing Bikeway Map
- Update of Bikeway Master Plan Map
- Update of Priority Projects and Cost Estimates with a Priority Implementation Schedule

### Task 2 – Suggested Routes to School Maps

- Update of Existing Suggested Route to School Maps and include Passenger Loading Routes and Areas on maps.
- Conduct Walking Audits with school administrators, PTA members, parents, and staff to ensure appropriate Suggested Walk and Roll Routes are being recommended.
- Develop Hot Spot Improvements along final suggested routes to school maps with cost recommendations and priority implementation plan.

### Task 3 – Transit Transportation Plan

- Develop a community shuttle route alternative that the City can pursue grant or local funding for. The community shuttle route should include a linkage to the San Antonio Caltrain Station in Mountain View and prioritize “School Trip”

connection opportunities for residents serviced by Cupertino Middle School and Homestead High School.

#### Task 4 – Concept Plan Line Work for up to 3 Corridors and Hot Spots

Staff is recommending that the 3 corridors and hot spot locations shown in Table 1 be included in the refined scope of work.

Staff released a Request for Proposals for the Complete Streets Master Plan on October 2, 2019. Proposals were due on October 22, 2019 and staff received one proposal from Alta Planning + Design. Staff has been working with Alta Planning + Design to refine the scope of work and budget. The scope of work and budget are expected to be finalized by November 20, 2019.

Should the project be recommended for approval the CSC and approved by City Council it is anticipated that the development of the Complete Streets Master Plan will begin in early 2020.

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

No.	Corridor / Segment	Length	Priority Need
Corridors			
1	Grant Road (Foothill Exp to Homestead Rd)	0.7 mi	Adjacent to active Safe Routes to School project on Homestead Rd.
2	El Camino Real (within Los Altos City Limits)	2.0 mi	Master Plan Document for Active and Future Development.
3	Loyola Corners Triangle	0.2 mi	Circulation alternatives