



Interstate 10 - Pinal Regional Transportation Profile

PROJECT WORK PLAN

Contract T0449P0001
Purchase Order PG KG2999
Task Assignment TPD05-07

Prepared by:



Kimley-Horn
and Associates, Inc.

Prepared for:

Arizona Department of Transportation

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091374017



A. Kimley-Horn Team

The Kimley-Horn team consists of the following firms. The responsibilities for each team member are listed.

- § Kimley-Horn and Associates, Inc.
 - Project management and agency coordination
 - Public involvement
 - Existing and future conditions
 - New corridor needs and feasibility
 - Needs and deficiencies
 - Project development, assessment, and priorities
 - Documentation
- § Lima & Associates
 - Travel demand modeling for 2015, 2030 and build-out
- § Cambridge Systematics
 - HERS-ST 4.0 analysis
- § Gordley Design Group (ADOT CCP Consortium)
 - Public involvement plan
 - Public involvement plan implementation

B. Work Plan Overview

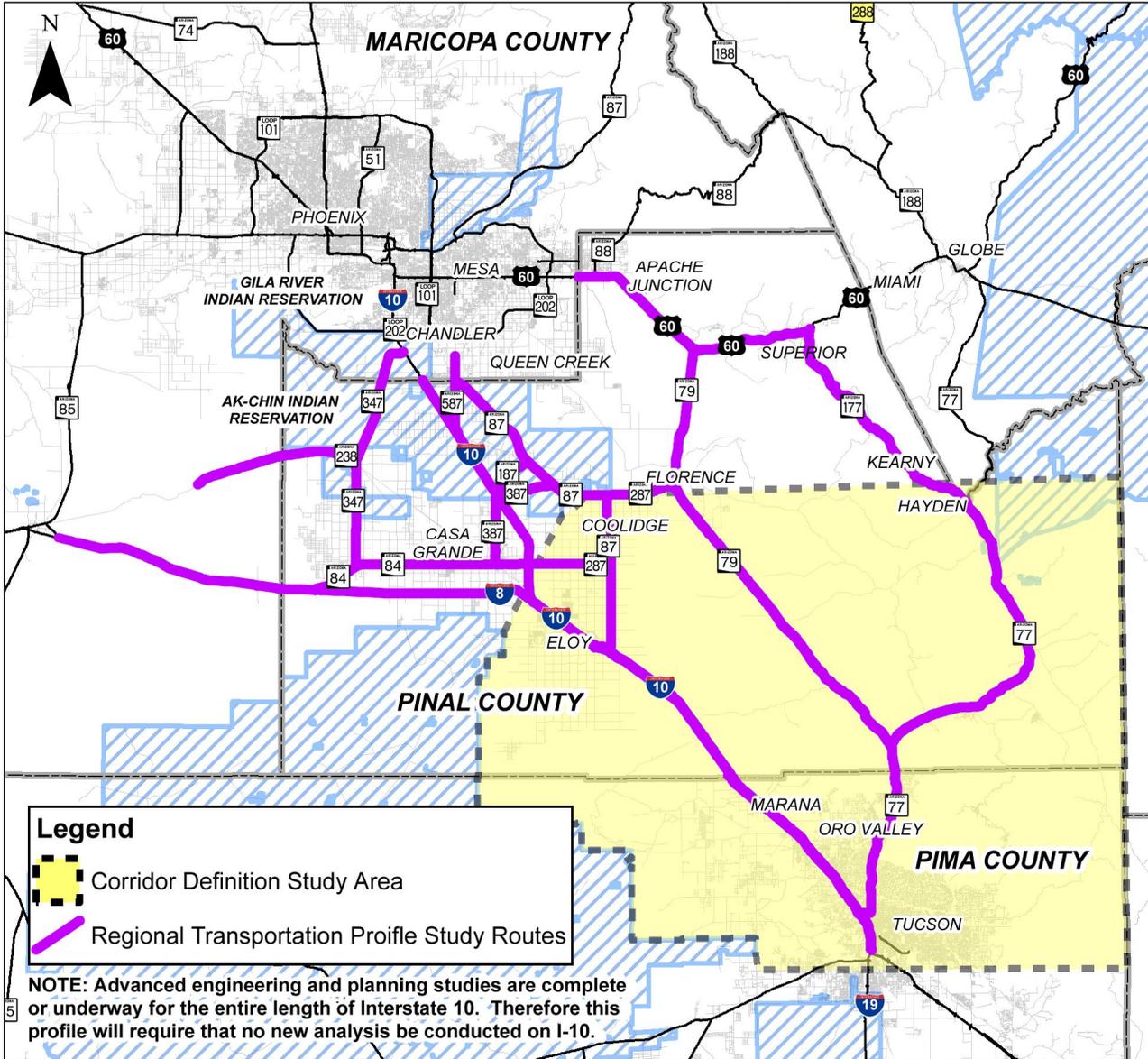
The *Interstate 10 - Pinal Regional Transportation Profile (Interstate 10 - Pinal RTP)* consists of two ADOT study processes; the Corridor Definition Study process and the Regional Transportation Profile process. Each process has unique objectives, requirements, and analysis techniques that need to meet a broad range of stakeholder agency needs and expectations. The study processes are described below.

The ADOT RTP Study Process

The *Interstate 10 - Pinal RTP* is the sixth in a series of RTPs that will provide a technical foundation for the next update of *MoveAZ*. When completed over a three-year period, the RTPs will provide ADOT with consistent performance-based assessments of transportation needs, deficiencies, projects, and priorities for the entire state highway system. The availability of consistent and comprehensive RTPs will facilitate decisions on statewide priorities and investment options in the next update to *MoveAZ*.

Procedural consistency among the RTPs is the single-most important element of the *MoveAZ* update process. This is accomplished by performing each RTP in accordance with a *consistent* set of procedural guidelines set forth in the recently updated *Regional Transportation Profile Guidelines* (April 2005) that were prepared during the Southeast Arizona RTP. We will use the Highway Economic Requirements System (HERS-ST 4.0), developed by the Federal Highway Administration (FHWA) in each RTP to provide a *consistent* analytical framework for determining state highway needs, deficiencies, projects, and project priorities. The Highway Performance Monitoring System (HPMS) maintained by ADOT will also provide a *consistent* database of highway system conditions, performance, and features for each RTP.

The *Interstate 10 - Pinal RTP* will consider segments or entire lengths of 14 state highways in Pinal, Maricopa, and Pima Counties. The state highways to be studied include urban and rural interstates, multi-lane urban highways, and two-lane rural highways. These state highways highlighted in the map on the next page provide



interstate, inter-regional, and local transportation links for commuters, tourists, freight, pedestrians, bicyclists, and transit users.

The ADOT Corridor Definition Study Process

The ADOT Corridor Definition Study process evolved from House Bill 2456 that was passed by the Arizona House of Representatives. Section 25 (Pinal County Planning) of the Bill required further definition of four future highway corridors in southeast Maricopa County and northern Pinal County for right-of-way preservation and to provide the State Transportation Board with information to consider these corridors for adoption into the State

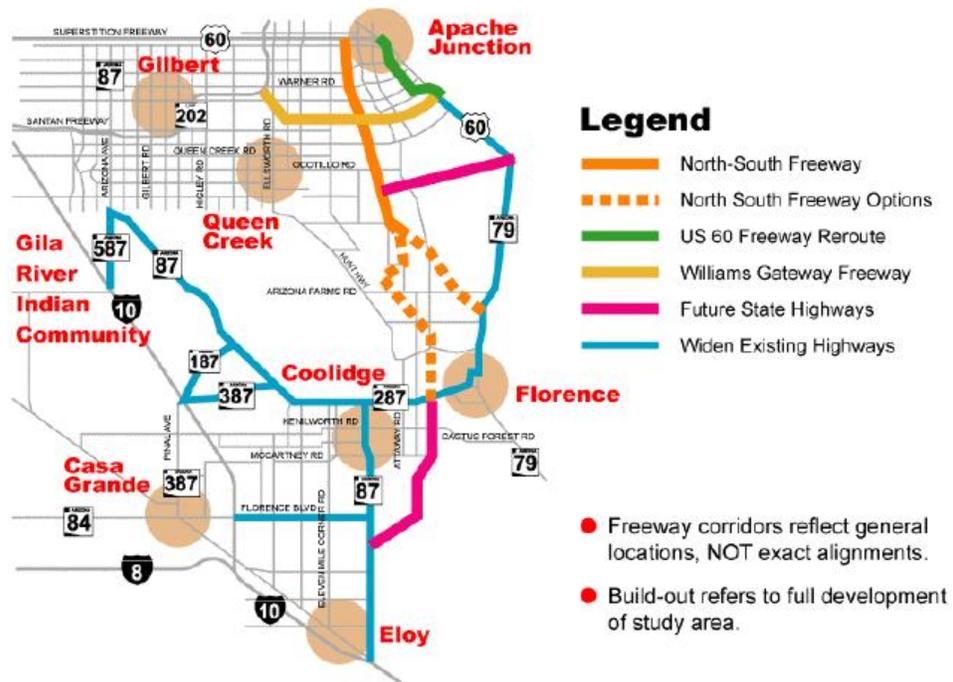
Highway System by December 31, 2008. To accomplish this mandate, the ADOT Transportation Planning Division conceived the Corridor Definition Study process in which the principal purpose was to perform a transportation planning study to further define the corridor recommendations through assessments of corridor need and corridor construction feasibility. The objectives of the process included:

- § Confirmation of the need for identified corridors using performance-based evaluation techniques.
- § Definition of planning-level corridor definition alternatives based on regional freeway planning principals, existing and future corridor conditions, and input from affected jurisdictions and stakeholders.
- § Evaluation of the engineering, environmental, and land use compatibility characteristics of alternative corridor definitions through a technical assessment of performance criteria, impact criteria, and implementation criteria.
- § Development of preferred corridor definitions on the basis of the technical evaluation.
- § Documentation of planning-level corridor development costs, funding options, and the extent to which affected jurisdictional and stakeholders support the preferred corridor definitions.

The corridor definition study process was used by ADOT to study four freeway corridors in southeastern Maricopa County and northern Pinal County. The combined recommendations of these studies were approved by the State Transportation Board in February 2006. We will use the same study process pioneered in southeastern Maricopa County and northern Pinal County to conduct the *Southern Pinal - Northern Pima Corridor Definition Study* as part of the *Interstate 10 - Pinal RTP*.

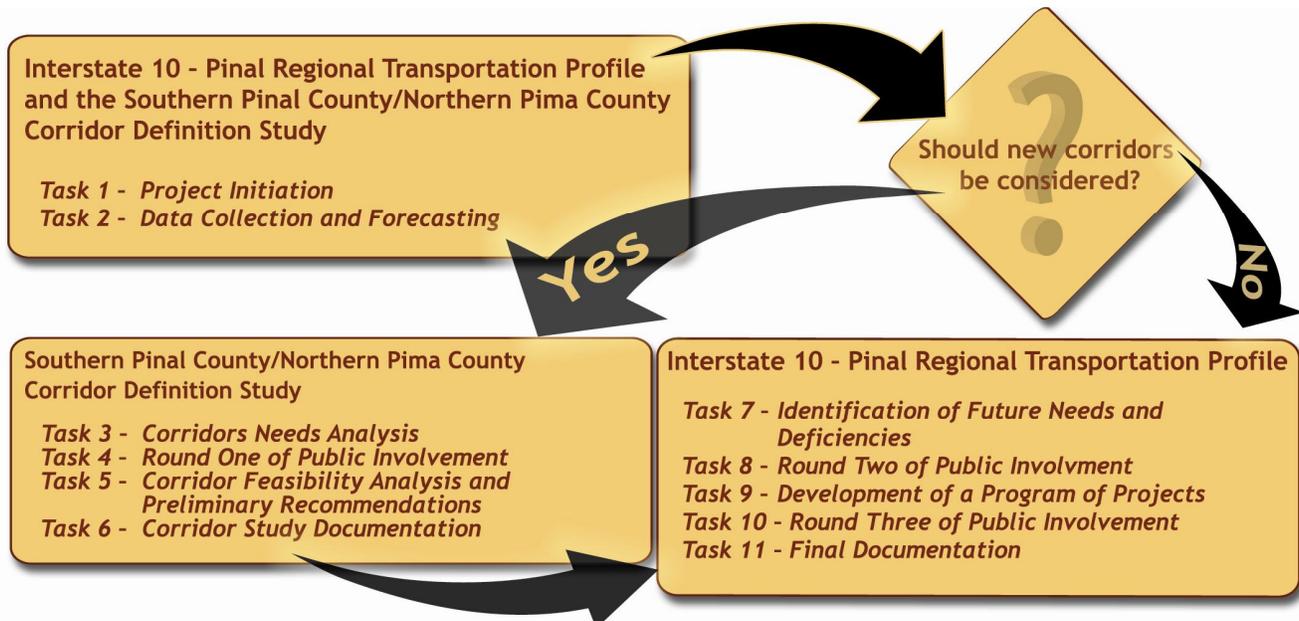
Why Conduct Two Studies?

The majority of state highway miles to be studied in the *Interstate 10 - Pinal RTP* are in Pinal County, which is one of Arizona's highest growth areas. With build-out population projected to exceed two million people, ADOT, the Arizona State Land Department, Pinal County, and many communities have initiated a number of planning and engineering efforts to determine the transportation infrastructure needed to meet existing and future travel demands.



ADOT has made the decision to include the corridor definitions in southeastern Maricopa County and northern Pinal County that were approved by the State Transportation Board in February 2006 (see graphic above) in the *Interstate 10 - Pinal RTP*. The inclusion of these corridors will impact (reduce) future traffic volumes on the state

highways to be studied in the *Interstate 10 - Pinal RTP*. Other studies in Pinal County suggest that new freeway corridors may be justified in southern Pinal County to supplement the transportation systems being planned by local jurisdictions, Pinal County, and the Pima Association of Governments (PAG). The identification of needs and deficiencies on the existing state highway system and other RTP tasks will reflect the recommendations from the *Southern Pinal - Northern Pima Corridor Definition Study*. The relationship between RTP tasks and Corridor Definition Study tasks is illustrated below.



C. Work Tasks

The Kimley-Horn approach to the *Interstate 10 - Pinal RTP* and *Southern Pinal - Northern Pima Corridor Definition Study* will consist of performing 11 work tasks. RTP tasks will comply with the *Regional Transportation Profile Guidelines (April 2005)* and its recent updates. Our team will draw upon our experience with the ADOT Corridor Definition Studies.

Approximately eight TAC meetings will be conducted throughout the study. TAC meetings will be scheduled to follow major project milestones and report submittals. Tasks 1 and 2 will provide information for both study processes and will be followed by the Corridor Definition Study in Task 3 through 6. The Regional Transportation Profile process will be accomplished in Tasks 7 through 11.

Task 1: Project Initiation

Objective

The objective of this task is to prepare a Work Plan to refine the study boundaries and state highways, work tasks and associated products, schedule, and project management framework to ensure that the objectives of ADOT and the Technical Advisory Committee are achieved. The Work Plan will also include a strategy for coordinating with on-going and recently completed studies that have addressed transportation issues in the vicinity of the study area, and a description of criteria that will evaluate corridor alternatives within the Corridor Definition Study.



A second objective of this task is to provide input to a Public Involvement Plan. As stated in Task Assignment TPD 05-07, ADOT Communications and Partnerships Division (CCP) will be responsible for developing the plan and carrying out public involvement tasks in consultation with the Kimley-Horn team during the study.

Work Activities

Work Plan

- § Prepare a Work Plan for the *Interstate 10 - Pinal RTP* and *Southern Pinal - Northern Pima Corridor Definition Study*. The Work Plan will include:
 - Detailed study tasks, goals and objectives, and project schedule
 - Key issues and challenges
 - A strategy for coordinating with on-going and recently completed studies that have addressed transportation issues in the study area. These include the PAG Loop Road Study, the SR 77 / Oracle Multimodal Corridor Profile Study, Pinal County Corridors Definition Study, Interstate 10 - Design Concept Reports, Interstate 8 - Hidden Valley Transportation Framework Study, and Small Area Transportation Studies conducted in Pinal County.
 - Criteria used to evaluate corridor alternatives within the Corridor Definition Study.
- § Schedule, prepare for, and attend a kick-off meeting with the ADOT project manager to discuss the Work plan and Public Involvement Plan. The Kimley-Horn team will prepare a meeting summary.
- § Address ADOT comments to the Work Plan made at the kick-off meeting. Submit a revised Work Plan and to the ADOT project manager for review and approval for distribution to the TAC.
- § Schedule, prepare for, and attend the first TAC meeting. The Kimley-Horn team will prepare a meeting summary.
- § Address TAC comments made at the first TAC meeting and prepare the final Work Plan and submit the final Work Plan to the ADOT project manager for posting on the ADOT website.
- § Prepare monthly invoices and progress reports.

Public Involvement Plan

Provide input to ADOT Communication and Community Partnerships on a Public Involvement Plan that will describe strategies to inform the public of study progress and to encourage citizen participation. As stated in Task Assignment TPD 05-07, the Kimley-Horn team will provide technical information for materials such as display boards, advertisements, handouts, and questionnaires for public meetings, recording minutes of public meetings and stakeholder interviews, The Kimley-Horn team will document the public involvement process in a Summary Report following each round of public involvement.

Products

- § Kick-off meeting agenda, presentation materials, and meeting summary.
- § Work Plan; scope of work, project schedule, study area boundary, study goals and objectives, key issues and challenges, strategy for coordinating with other on-going and recently completed transportation studies, and criteria for evaluating corridor definition alternatives.
- § TAC Meeting No. 1 agenda, presentation materials, and meeting summary.



Task 2: Data Collection and Forecasting

Objective

The objective of Task 2 is to compile available data on existing and future conditions necessary to identify needs and deficiencies on state highways. This information and data will serve as input to Task 3.

The Kimley-Horn team will collect, document, and summarize existing state highway, physical, environmental, and socio-economic conditions information throughout the study area. We will utilize Geographic Information Systems to the extent feasible to compile, organize, and present the data.

A significant amount of highway system information will be available from the most recent update of the HPMS data base. We will compile other data from available federal, state, regional, county, and local databases and local transportation planning and programming documents.

Future conditions will be drawn from state, regional, tribal, and local transportation planning and programming documents, and from the travel demand forecasting process previously described. We will summarize a significant amount of information from other transportation plans and studies that have addressed transportation issues in the study area, including the PAG Loop Road Study, the SR 77/Oracle Multimodal Corridor Profile Study, Pinal County Corridors Definition Study, Interstate 10 - Design Concept Reports, Interstate 8 - Hidden Valley Transportation Framework Study, and Small Area Transportation Studies conducted in Pinal County.

Work Activities

- § Refine and update as appropriate the Pinal County Small Area Travel Demand Model. Develop traffic forecasts for 2016, 2030, and for the sub-study area, a build-out scenario.
- § Obtain the most recently updated versions of HPMS, video-logs, state wide planning and programming documents from ADOT, and recently completed and on-going transportation studies that have addressed transportation issues in the study area.
- § Obtain planning, programming, and transportation databases from federal, regional and local agencies.
- § Document and describe existing conditions in the study area: land use and ownership, development patterns, socio-economic characteristics, current daily traffic volumes, functional classification of roads, roadway geometry, pavement and bridge sufficiency rating data, access management from both a policy and field conditions perspective (access point frequency, spacing, density), crash history, right-of-way, and multimodal transportation facilities and use.
- § Gather and compile environmental data from available databases for purposes of preparing the Environmental Overview consistent with ADOT Environmental Overview Guidelines. The Environmental Overview will include a description of the affected physical and socioeconomic environment, and will identify environmental concerns within both the RTP and Corridor Definition study area.
- § Document and analyze Title VI and Environmental Justice considerations in conformance with Executive Order 12898.
- § Prepare three sets of preliminary HPMS data - one that reflects current conditions and two HPMS data sets that include the forecast 2016 and 2026 traffic volumes and committed projects in the study area as identified in the current ADOT Five-Year Transportation Facility Construction Program. We will use these data sets as the basis for future needs and deficiency analysis as described and updated in future tasks pending the recommendations of the Corridor Definition Study.



- § Schedule, prepare for, and attend a meeting with the ADOT project manager and District staff to review the currency of highway and study area information and identify elements that warrant update to reflect current conditions, and update data and information as appropriate.
- § Forecast future conditions in the study area for the horizon years of 2016, 2030, and build-out conditions.
- § Schedule, prepare for, and attend the second TAC meeting. The Kimley-Horn team will prepare a meeting summary.

Products

- § TAC Meeting No. 2 agenda, presentation materials, and meeting summary

Task 3: Corridor Needs Analysis

Objective

The purpose of Task 3 is to assess the need for new transportation corridors in the Southern Pinal - Northern Pima County study area and to produce Working Paper No. 1 - Existing and Future Conditions/Corridor Needs Analysis. The needs analysis will evaluate the purpose and need for additional roadway capacity beyond that which can be accommodated by improvements to existing roads in the sub-study area.

Work Activities

- § Prepare draft Working Paper No. 1. The Working Paper will document information and data gathered during Task 2, and will include graphical and tabular data summaries of existing highway system and study area conditions, future conditions in terms of planned and programmed improvements to the state highway system, future population growth and development projections, and 2016, 2030, and build-out traffic projections. Working Paper No. 1 will include a determination of need for new corridors within the sub-study area.
- § Submit draft Working Paper No. 1 to the ADOT project manager for review and approval for distribution to the TAC.
- § Schedule, prepare for, and attend the third TAC meeting where we will present Working Paper No. 1. The Kimley-Horn team will prepare a meeting summary.
- § Address TAC comments and prepare the final Working Paper No. 1 and submit the final Working Paper to the ADOT project manager for posting on the ADOT website.

Products

- § Working Paper No. 1 - Existing and Future Conditions/Corridor Needs Analysis
- § TAC Meeting No. 3 agenda, presentation materials, and meeting summary

Task 4: Round One of Public Involvement

If it is determined that no new corridors are needed in the study area, we will proceed to Task 7 - 11.

Objective

The objective of this task is to implement round one of the Public Involvement Plan developed in Task 1 and prepare Public Involvement Summary Report No. 1 which documents the processes used and outcomes of Round One. The purpose of the first round open houses will be to present information on existing and future conditions compiled in Task 2, needs and deficiencies for 2016 and 2030 planning horizons and findings from the corridor needs analysis identified in Task 3, future work tasks, the project schedule, and to receive public comments on the presented information. Up to three public meetings (open houses) are anticipated in Round One.



Work Activities

- § Communicate with selected members of the TAC to identify prospective locations for the open houses.
- § Prepare technical information for open house fact sheets, hand-out materials, mail-out notices, survey questionnaires, and presentation materials and submit to the ADOT project manager for review and approval for distribution.
- § Coordinate with the ADOT project manager to post project information and open house notices on the ADOT website.
- § Conduct up to three open houses.
- § Prepare draft Public Involvement Summary Report No. 1. The Summary Report will document activities, materials, and public comment received during round one.
- § Submit the draft Public Involvement Summary Report No. 1 to the ADOT project manager for review and approval for distribution to the TAC.
- § Address TAC comments and prepare the final Public Involvement Summary Report No. 1. Submit the final Public Involvement Summary Report to the ADOT project manager for posting on the ADOT website.

Public Involvement Consortium Work Activities

- § Obtain stakeholder and mailing lists from agencies that have recent or ongoing transportation studies that included public involvement. These lists will serve as a starting point for the development of a mailing list.
- § Coordinate with prospective open house location managers to identify available dates for open houses and finalize the open house dates in consultation with the ADOT project manager, ADOT Communication and Community Partnerships, and the TAC.
- § Prepare open house fact sheets, hand-out materials, mail-out notices, survey questionnaires, and presentation materials and submit to the ADOT project manager for review and approval for distribution.
- § Coordinate with local media outlets for running display advertisements.
- § Prepare and distribute (through ADOT) a media release on the study and open houses.

Products

- § Public Involvement Summary Report No. 1
- § Open house fact sheets, hand-out materials, mail-out notices, survey questionnaires, and presentation materials.

Task 5: Corridor Feasibility Analysis and Preliminary Recommendations

Objective

The purpose of Task 5 is to develop corridor definition alternatives for a build-out scenario, evaluate their feasibility through a fatal flaw analysis consistent with the criteria developed in the Work Plan, and develop a preliminary recommendation for a planning-level corridor definition documented in Working Paper No. 2 - Feasibility Analysis and Preliminary Recommendations.

We will develop Corridor definition alternatives consistent with regional freeway planning principles, and considering recommendations from other regional transportation studies (e.g., PAG Loop Study, ADOT Pinal Corridors Definition Study, and Interstate - 10 Design Concept Reports). Public input and stakeholder perspectives will be central to the development of alternatives. We will conduct jurisdictional interviews to ensure that their perspectives are considered in the alternatives development process.



The “fatal flaw” feasibility analysis will identify potential opportunities and constraints for the location of new corridors and will apply the evaluation criteria developed in the Work Plan, which at a minimum will evaluate the corridor definition alternatives considering performance (congestion relief), impact (environmental, community perspectives) and implementation (engineering, funding) criteria and issues.

Work Activities

- § Identify a working group of jurisdictional and stakeholder representatives within each community. Conduct workshops with each working group to identify politically feasible corridor definitions and perspectives. Public input to corridor alternatives will come from the first round of public meetings.
- § Perform fatal flaw analysis of corridor definition alternatives considering performance, impact, and implementation criteria.
- § Prepare draft Working Paper No. 2. The Working Paper will document development of corridor definition alternatives, the feasibility analysis, and a preliminary corridor definition recommendation.
- § Submit draft Working Paper No. 2 to the ADOT project manager for review and approval for distribution to the TAC.
- § Schedule, prepare for, and attend the fourth TAC meeting to present Working Paper No. 2. The Kimley-Horn team will prepare a meeting summary.
- § Address TAC comments and prepare the final Working Paper No. 2 and submit the final Working Paper to the ADOT project manager for posting on the ADOT website.

Products

- § Working Paper No. 2 - Feasibility Analysis and Preliminary Recommendations
- § TAC Meeting No. 4 agenda, presentation materials, and meeting summary

Task 6: Corridor Definition Study Documentation

Objective

The purpose of this task is to document the activities, findings, and recommendations of the Southern Pinal - Northern Pima Corridor Definition Study in a stand-alone draft Final Report. The draft Final Report will include input received from stakeholders and the public.

Work Activities

- § Prepare a draft Final Report. Present to the ADOT Project Manager for approval.
- § Submit the draft Final Report to the ADOT project manager for review and approval for distribution to the TAC.
- § Schedule, prepare for, and attend the fifth TAC meeting to present the draft Final Report. The Kimley-Horn team will prepare a meeting summary.
- § If ADOT decides to present the findings of the Corridor Definition Study to the State Transportation Board, we will prepare a power point presentation.
- § Compile comments received on the draft Final Report and draft Executive Summary, prepare a comment resolution summary, and attend a comment resolution meeting with the ADOT project manager.
- § Address each comment in the preparation of the draft Final Report.

Products

- § Draft *Southern Pinal - Northern Pima Corridor Definition Study* Final Report
- § Comment Resolution Form
- § TAC Meeting No. 5 agenda, presentation materials, and meeting summary



Task 7: Identification of Future Needs and Deficiencies

Objective

The objective of Task 7 is to perform an analysis of existing and future conditions on state highways compiled in Task 2 and that are consistent with the findings and recommendations of the *Southern Pinal - Northern Pima Corridor Definition Study*. HERS-ST will serve as the basic analytical package used to identify needs and deficiencies for the 2016 and 2030 planning horizons, and to evaluate potential project improvements in the study area.

The ADOT project manager and District staff will review the summarized outputs from HERS-ST for reasonableness before presentation to the TAC and inclusion in Working Paper No. 3 - Deficiencies in the Study Area.

Work Activities

- § Document the applied performance-based evaluation process to identify need and deficiencies for 2016 and 2030 planning horizons.
- § Implement the process to identify need and deficiencies.
- § Prepare draft Working Paper No. 3. The Working Paper will include quantitative and qualitative descriptions of needs and deficiencies for 2016 and 2030 planning horizons.
- § Schedule, prepare for, and attend a meeting with the ADOT project manager and District staff to review the needs and deficiencies and prepare a supplemental chapter for inclusion to Working Paper No. 3, summarizing district comments.
- § Submit the draft Working Paper to the ADOT project manager for review and approval for distribution to the TAC.
- § Schedule, prepare for, and attend the sixth TAC meeting to present Working Paper No. 3. The Kimley-Horn team will prepare a meeting summary.
- § Address TAC comments and prepare the final Working Paper No. 3 and submit the final Working Paper to the ADOT project manager for posting on the ADOT website.

Products

- § Working Paper No. 3 - Deficiencies in the Study Area
- § ADOT District input to identified needs and deficiencies
- § TAC Meeting No. 6 agenda, presentation materials, and meeting summary

Task 8: Round Two of Public Involvement

Objective

The objective of this task is to implement round two of the Public Involvement Plan and prepare Public Involvement Summary Report No. 2 which documents the processes used and outcomes of Round Two. The purpose of the second round of open houses will be to present information on needs and deficiencies for 2016 and 2030 planning horizons developed in Task 7, and receive public comments on the presented information. Up to three public meetings (open houses) are anticipated in Round Two.



Work Activities

- § Communicate with selected members of the TAC to identify prospective locations for the open houses.
- § Prepare technical information for open house fact sheets, hand-out materials, mail-out notices, survey questionnaires, and presentation materials and submit to the ADOT project manager for review and approval for distribution.
- § Coordinate with the ADOT project manager to post project information and open house notices on the ADOT website.
- § Conduct up to three open houses.
- § Prepare draft Public Involvement Summary Report No. 2. The Summary Report will document activities, materials, and public comment received during Round Three.
- § Submit the draft Public Involvement Summary Report No. 2 to the ADOT project manager for review and approval for distribution to the TAC.
- § Address TAC comments and prepare the final Public Involvement Summary Report No. 2. Submit the final Public Involvement Summary Report to the ADOT project manager for posting on the ADOT website.

Public Involvement Consortium Work Activities

- § Update mailing list with names from Round One open houses attendees, and with names agencies that have recent or ongoing transportation studies that included public involvement.
- § Coordinate with prospective open house location managers to identify available dates for open houses and finalize the open house dates in consultation with the ADOT project manager, ADOT Communication and Community Partnerships, and the TAC.
- § Prepare open house fact sheets, hand-out materials, mail-out notices, survey questionnaires, and presentation materials and submit to the ADOT project manager for review and approval for distribution.
- § Coordinate with local media outlets for running display advertisements.
- § Prepare and distribute (through ADOT) a media release on the study and open houses.

Products

- § Public Involvement Summary Report No. 2
- § Open house fact sheets, hand-out materials, mail-out notices, survey questionnaires, and presentation materials

Task 9: Development of a Program of Projects

Objective

The objective of this task is to develop a program of multi-modal system, corridor, and spot improvements to address identified needs and deficiencies on the state highway system for 2016 and 2030 planning horizons and to prepare Working Paper No. 4 - Program of Projects.

This task will be consistent with the methodology described in the *RTP Guidelines*. The basis for the identification of projects will be the performance measures generated by the HERS-ST analysis, the methodology developed in the *MoveAZ* plan, and stakeholder interviews and group meetings as appropriate.

The findings and recommendations from the *Southern Pinal - Northern Pima Corridor Definition Study* will serve as input to the development of a program of projects.



Work Activities

- § Define projects consistent with processes used in *MoveAZ* for each need and deficiency identified in Task 8 and in the *Southern Pinal - Northern Pima Corridor Definition Study*.
- § Supplement the defined projects using input received from the TAC, ADOT Districts, supplemental project references such as the Statewide Bicycle and Pedestrian Plan and the Statewide Access Management Plan, regional and local jurisdictions, stakeholders, and the public.
- § Bundle projects consistent with processes used in *MoveAZ*.
- § Prepare planning level cost estimates for project implementation.
- § Conduct performance-based evaluations consistent with processes contained in *MoveAZ* and prioritize projects for 2016 and 2030 planning horizons.
- § Using generally accepted planning criteria, identify opportunities to address multimodal deficiencies.
- § Prepare draft Working Paper No. 4.
- § Submit the draft Working Paper to the ADOT project manager for review and approval for distribution to the TAC.
- § Schedule, prepare for, and attend the seventh TAC meeting to present Working Paper No. 4. The Kimley-Horn team will prepare a meeting summary.
- § Address TAC comments and prepare the final Working Paper No. 4 and submit the final Working Paper to the ADOT project manager for posting on the ADOT website.

Products

- § Working Paper No. 4 - Program of Prioritized Projects
- § TAC Meeting No. 7 agenda, presentation materials, and meeting summary

Task 10: Round Three of Public Involvement

Objective

The objective of this task is to implement round three of the Public Involvement Plan and prepare Public Involvement Summary Report No. 3. The purpose of the third round of open houses will be to present the recommendations made by the *Southern Pinal - Northern Pima Corridor Definition Study*, the draft program of improvement projects identified in Task 10, and receive public comments on the presented projects. Up to three public meetings (open houses) are anticipated in Round Three.

Work Activities

- § Update mailing list with names from Round Two open houses attendees, and with names agencies that have recent or ongoing transportation studies that included public involvement.
- § Communicate with selected members of the TAC to identify prospective locations for the open houses.
- § Coordinate with prospective open house location managers to identify available dates for the open houses and finalize the open house dates in consultation with the ADOT project manager, ADOT Communication and Community Partnerships, and the TAC.
- § Prepare open house fact sheets, hand-out materials, mail-out notices, survey questionnaires, and presentation materials and submit to the ADOT project manager for review and approval for distribution.
- § Coordinate with the ADOT project manager to post project information and open house notices on the ADOT website.
- § Coordinate with local media outlets for running display advertisements.
- § Prepare and distribute (through ADOT) a media release on the study and open houses.



- § Conduct up to three open houses.
- § Prepare draft Public Involvement Summary Report No. 3. The Public Involvement Summary Report will document all of the activities, materials, and public comment received during Round Three.
- § Submit the draft Public Involvement Summary Report No. 3 to the ADOT project manager for review and approval for distribution to the TAC.
- § Address TAC comments and prepare the final Summary Report No. 3. Submit the final Summary Report to the ADOT project manager for posting on the ADOT website.

Public Involvement Consortium Work Activities

- § Update mailing list with names from Round Two open houses attendees, and with names agencies that have recent or ongoing transportation studies that included public involvement.
- § Coordinate with prospective open house location managers to identify available dates for open houses and finalize the open house dates in consultation with the ADOT project manager, ADOT Communication and Community Partnerships, and the TAC.
- § Prepare open house fact sheets, hand-out materials, mail-out notices, survey questionnaires, and presentation materials and submit to the ADOT project manager for review and approval for distribution.
- § Coordinate with local media outlets for running display advertisements.
- § Prepare and distribute (through ADOT) a media release on the study and open houses.

Products

- § Public Involvement Summary Report No. 3
- § Open house fact sheets, hand-out materials, mail-out notices, survey questionnaires, and presentation materials

Task 11: Final Documentation

Objective

The objective of this task is to compile the data and findings from the working papers, and summary reports prepared in previous tasks into a Final Report and Executive Summary.

Work Activities

- § Prepare a Regional Transportation Profile Final Report outline which is consistent with final reports prepared for previous Regional Transportation Profiles. Present to the ADOT project manager for approval.
- § Prepare draft Regional Transportation Profile Final Report in conformance with the approved outline.
- § Finalize the Southern Pinal - Northern Pima Corridor Definition Study Final Report.
- § Prepare draft Executive Summary that provides the most relevant information from the Regional Transportation Profile and the Corridor Definition Study.
- § Submit the draft Final Report and draft Executive Summary to the ADOT project manager for review and approval for distribution to the TAC.
- § Schedule, prepare for, and attend the eighth TAC meeting at which the draft Regional Transportation Profile Final Report, Corridor Definition Study Final Report, and present the draft Executive Summary. The Kimley-Horn team will prepare a meeting summary.
- § Compile comments received on the draft Regional Transportation Profile Final Report and draft Executive Summary, prepare a comment resolution summary, and attend a comment resolution meeting with the ADOT project manager.

