

**GRAND COUNTY AND CITY OF MOAB
UNIFIED TRANSPORTATION MASTER PLAN
WORK PLAN
July 14, 2021**

SUMMARY

Kimley-Horn Grand County and the City of Moab requires the assistance of a multidisciplinary team to prepare a Unified Transportation Master Plan (UTMP).

Grand County and City of Moab, with the assistance of Kimley-Horn’s multidisciplinary team will prepare the Unified Transportation Master Plan (UTMP). The UTMP will identify actionable steps and specific projects to achieve the community’s goals for a safe, reliable, connected, and efficient transportation system.

The UTMP will focus on improving mobility and connectivity for people, not just cars. Potential strategies include pedestrian and bicycle wayfinding, protected bike lanes, sidewalk and pathway connectivity and improvements, local street connections, managed parking, access management, traffic signal improvements, and technology to provide real-time traffic condition information to residents and visitors.

The UTMP will result in a localized vision and goals, complete streets concepts and street design guidance, small area plan, and a list of prioritized strategies and projects that upon implementation, will improve mobility for residents and visitors in the City of Moab and Grand County. Planning-level cost estimates will be developed for budgeting purposes. Recommendations will be prioritized considering stakeholder, community, and technical advisory committee (TAC) input.

WORK PLAN INTRODUCTION

This work plan includes the services required by Grand County and City of Moab to prepare the UTMP.

TASK 1: PROJECT MANAGEMENT, KICK-OFF MEETING, AND TECHNICAL ADVISORY COMMITTEE

Kimley-Horn will perform project management to execute the scope of work, monitor the Project schedule and budget.

Kimley-Horn will prepare a Project Work Plan. The Project Work Plan will include the following:

1. Identify Technical Advisory Committee (TAC) members and stakeholder member list.
2. Updated project schedule. The project schedule identifies anticipated milestones including project management team meetings, along with public and stakeholder engagement activities.
3. Community and Stakeholder Involvement Plan.

Deliverables:

- Kick-off Meeting (Virtual Meeting)
- Project Work Plan
- Establish working groups: Project Management Team, Technical Advisory Committee, and other stakeholders contact list.

The Project Management Team (PMT) is shown in the following table. The PMT will meet regularly to discuss study progress.

PMT Members	Role	
John Guenther	Grand County Project Manager	jguenther@grandcountyutah.net
Bill Jackson	Grand County Road Supervisor	bjackson@grandcountyutah.net
Chuck Williams	City of Moab Project Manager	cwilliams@moabcity.org
Brent Crowther	Kimley-Horn Project Manager	Brent.Crowther@kimley-horn.com Direct: 385-420-0941 Mobile: 520-429-6868
Eric Sweat	Kimley-Horn Project Engineer	Eric.Sweat@kimley-horn.com Direct: 385-831-2008 Mobile: 801-857-7083

The PMT identified TAC and stakeholder representatives who will provide input to the study. TAC members will be invited to provide technical reviews and input for deliverables throughout the project. Members of the TAC are shown in the following table.

TAC Members		
John Guenther	Grand County Project Manager	jguenther@grandcountyutah.net
Chuck Williams	City of Moab Project Manager	cwilliams@moabcity.org
Bill Jackson	Grand County Road Supervisor	bjackson@grandcountyutah.net
Maddie Logowitz	Grand County/Moab City Trails	mlogowitz@grandcountyutah.net
Andy Solsvig	Grand County Airport Director	asolsvig@grandcountyutah.net
Elissa Martin	Grand County Associate Planner	emartin@grandcountyutah.net
Glen Arthur	Grand County Assistant Road Supervisor	garthur@grandcountyutah.net
Nora Shepard	City of Moab City Planner	nshepard@moabcity.org
Levi Jones	City of Moab Public Works Director	ljones@moabcity.org
Mila Dunbar-Irwin	City of Moab Directory of Sustainability	mdi@moabcity.org
Annie McVay	City of Moab Parks, Recreation, and Trails Director	amcvay@moabcity.org
Mark Jolissaint	City of Moab Assistant City Engineer	mjolissaint@moabcity.org
Jeff Sanders	UDOT Region 4 Planning Manager	jmsanders@utah.gov
Devon Squire	UDOT Region 4 Project Manager	dsquire@utah.gov

Stakeholder representatives will be invited to participate in stakeholder focus group discussions, that will inform them of study process and anticipated outcomes.

The discussions will lead to a consistent understanding of project goals and objectives. Six stakeholder focus groups will be held. These are anticipated to consist of the following.

- Downtown Business Owners
- River/bicycle/shuttle Business Owners
- Universities/Public Schools
- Trails Advocacy
- Emergency Services
- Contractor /Construction
- Land Management (NPS, BLM, Sand Flats, SITLA)

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1. Identify Technical Advisory Committee (TAC) members and stakeholder member list.
2. Updated project schedule. The project schedule identifies anticipated milestones including project management team meetings, along with public and stakeholder engagement activities.
3. Community and Stakeholder Involvement Plan in concert with lead designees from the County and the City.

Deliverables:

- Kick-off Meeting (Virtual Meeting)
- Project Work Plan to include public engagement strategy
- Establish working groups: Project Management Team, Technical Advisory Committee, and other stakeholders contact list.

TASK 2: PREVIOUS PLANS AND STUDIES

Kimley-Horn will review previous transportation-related studies. The review will focus on establishing a baseline understanding of needs, issues, and opportunities. For each study, we will identify the following:

- Previous recommendation
- Recommendation status (implemented/not implemented/intend to implement/no intention to implement, etc.)
- Project Management Team and TAC perspectives on recommendation, and challenges to implementation

Kimley-Horn will prepare a summary of initial transportation needs and will present the initial needs findings summary to the TAC for review/comment. A number of transportation data sources will be referenced from agencies such as the Travel Advisory Council and Airport.

Present the previous plans and studies at TAC Meeting #1. TAC Meeting #1 will also be used to establish a vision for transportation within the study area.

Deliverables:

- TAC Meeting #1 (Virtual Meeting)
- Previous Plans and Studies Memorandum.

TASK 3: STAKEHOLDER INTERVIEWS

Our team will conduct stakeholder interviews to ensure a broad range of perspectives are recognized early in the study and the team fully understands the unique needs of Moab and Grand County. We will use these to solicit input on transportation goals and objectives.

Kimley-Horn will collaborate with the City and County Project Managers to develop a stakeholder interview list. Up to 6 stakeholder interviews will be conducted virtually by teleconference/web meeting. Stakeholder interviews may be one-on-one interviews or small groups comprised of individuals from related organizations. TAC members may be among those interviewed.

Deliverables:

- Stakeholder interviews (virtual)
- Stakeholder interview summary will be documented in Working Paper No. 1—Current and Future Conditions (Task 4).

TASK 4: CURRENT AND FUTURE CONDITIONS ANALYSIS

Task 4 will identify needs and deficiencies in the study area through categorical analysis of existing/future conditions. Kimley-Horn will collect and summarize information in the following categories:

- Population and development: Document current and projected population growth and map land use patterns using GIS as well as schools, airport, shuttles, recreation areas, trailheads, and other activity centers. Identify large vacant and developable land tracts.
- Planned projects: Programmed improvements in the study area.
- Streets and Roadways: Map functional classification, and locations of traffic signals, and roundabouts.
- Safety: Summarize five-year crash data; identify high-crash locations and contributing factors; develop overall crash summary statistics such as crash types, injury severities, and collision manners.
- Current Travel Patterns and Traffic Operations:
 - Traffic count data: Summarize available 24-hour traffic volumes from the City of Moab. Identify percentage of heavy trucks on critical corridors.
 - Collect turning movement count data at up to four critical intersections: These are City/County-owned intersections (not US 191 intersections). Peak period turning

- movement counts will be collected by a third-party vendor under contract to Kimley-Horn.
- Traffic operations analysis:
 - Evaluate current LOS at up to four critical intersections.
 - Evaluate roadway segment Level of Service (LOS) of City and County arterials and major collectors based on daily traffic count data provided by City of Moab and Grand County.
 - Parking: Summarize available inventory of public parking lot locations/on-street parking.
 - Bicycle and pedestrian facilities: Map available inventory of bicycle lanes, sidewalks, and shared- use paths.
- Future Travel Patterns and Traffic Operations:
 - Project future traffic volumes on City and County arterials and major collectors. Project future traffic volumes at four critical intersections. Future traffic volumes will be developed based on application of historical growth rate, supplemented by known future/planned large development. The long-range land use scenario will consistent and based on adopted City and County General Land Use Plans. Note that development of a regional Travel Demand Model is not within this scope of services.
 - Traffic operations analysis:
 - Evaluate future LOS at up to four critical intersections.
 - Evaluate roadway segment Level of Service (LOS) of City and County arterials and major collectors.
 - Identify primary needs and deficiencies related to the current and future conditions analysis (capacity, connectivity, multimodal, safety).

Deliverables:

- Working Paper No. 1—Current and Future Conditions
- TAC Meeting #2 (Virtual Meeting)
- Preliminary mapped LOS, current and future traffic volumes, consistent with long-range land use scenario
- Outline of project list

TASK 5: COMMUNITY OUTREACH – INPUT ON CURRENT CONDITIONS AND NEEDS

Kimley-Horn will plan a community engagement effort to inform the community of the study and engage the community to confirm/identify current issues and future needs and issues. To clarify roles the City and County will help facilitate public outreach, assist in developing a stakeholder and contact database, helping to decide on meeting formats and assisting in documenting and recording feedback.

Kimley-Horn will update the Community Outreach Plan based on stakeholder interviews, and TAC and Project Management Team input. This plan will include key messages, tools, and techniques to be implemented, and tentative schedule.

Community Meeting #1 – Input on Tools/Strategies/ Alternatives. Kimley-Horn will plan for and conduct community meeting #1 to solicit input on the stated transportation vision, and current and future conditions documented in earlier tasks. Community meeting #1 will be conducted virtually using Zoom or MS Teams.

Kimley-Horn will prepare content for social media advertising and a news release, announcing the community meeting. The press release will be distributed by City of Moab and Grand County.

Kimley-Horn will prepare an online engagement tool to allow residents to comment on study deliverables. Based on input from the TAC, we will select the appropriate tool. Potential tools include Social Pinpoint, Public Coordinate, or Survey Monkey.

Kimley-Horn will make presentations to up to 3 community organizations. The presentations will be conducted virtually using Zoom or MS Teams. Potential organizations include Moab Planning Commission, community service organizations (Lions, Rotary, etc.), business organizations (Chamber of Commerce).

ADDITIONAL SERVICES TASK: Kimley-Horn will prepare a “Meeting in a Box” which can be used by TAC members, City staff, and key stakeholders to make presentations to other community organizations. Materials to be provided include a PowerPoint presentation, a handout which can be copied and left with meeting participants, a comment form which the speaker would collect at the end of the meeting and return to the Kimley-Horn team, and a template to record the number of people present and provide a brief summary of the participant discussion.

Deliverables:

- Community Meeting #1 materials and information
- On-line survey / comment Form
- “Meeting in a Box” PowerPoint presentation and materials
- Phase 1 Public Outreach Summary Report

TASK 6: INNOVATIVE ALTERNATIVES AND STRATEGIES DEVELOPMENT

Kimley-Horn will develop alternatives and strategies based on deficiencies identified in Task 4 which are confirmed through Outreach in Task 5.

Based on input from the TAC, stakeholders, community, and Project Management Team, the Kimley-Horn team will identify “core strategies” which will be further investigated within the TMP. A strategy memorandum will be prepared summarizing each potential strategy and potential implementation approach (approximately one- to-two-page write-up per strategy). As applicable, we will develop a preliminary project list with planning-level (level 1) costs, timing, and an assessment of if the project is currently included in the City/County impact fee program.

Potential strategy Toolbox categories include:

- Streets and Roadways
 - Connectivity
 - Capacity
 - Safety
 - Complete Streets Guidelines
 - Road Diet/Reconfiguration

- Bicycle and Pedestrian Facilities
 - Sidewalks
 - Connectivity to Schools and Activity Centers
- Access Management
- Transportation Technology/Traveler Information
- Parking and Wayfinding

Kimley-Horn will plan for and conduct TAC Meeting #3 which will further explore the opportunities and constraints associated with the strategies. TAC #3 participation will be expanded to include additional City and County staff and stakeholders, as applicable and interested. TAC Meeting #3 may be conducted in-person or virtually, depending upon COVID conditions.

Deliverables:

- Working Paper Number #2— Transportation Strategies
- TAC Meeting #3.

TASK 7: RECOMMENDED IMPROVEMENTS AND STRATEGIES AND DRAFT TMP

The purpose of Task 7 is to identify recommended improvement strategies and prepare a draft TMP. Based upon the input, ideas, and concepts generated during the “Toolbox Workshop,” and from information and findings from previous working papers, stakeholder input, and the TAC, Kimley-Horn will recommend a set of improvement projects and strategies to meet the needs and deficiencies for five-, 10-, and 20-year planning horizons. The recommendations will be presented to the TAC for comment and approval. Kimley-Horn will summarize potential funding sources for transportation improvements.

Kimley-Horn will present the draft improvements at TAC Meeting #4. Kimley-Horn will prepare a TMP document outline. The outline will include a summary of the information to be included in each chapter. Chapters may include:

- Introduction
- Transportation Goals and Objectives
- Current and Future Transportation Conditions, Needs, and Deficiencies
- Community Outreach
- Recommended Projects and Strategies:
 - Roadways and Streets
 - Capacity and Connectivity Improvements
 - Bicycle and Pedestrian
- Implementation
 - Recommended Projects for 5-, 10-, and 20-year Periods
 - Prioritization/Phasing
 - Cost Estimates and Project Description
 - Summary of Potential Funding Sources

Kimley-Horn will present draft TMP to the TAC for initial confirmation and subsequent presentation at Community Outreach Phase (Task 8).

Deliverables:

- Kimley-Horn will prepare draft TMP consistent with the approved annotated outline. The TMP will maximize use of graphics, tables, and maps to communicate the plan recommendations.
- TAC Meeting #4 (Virtual Meeting)

TASK 8: COMMUNITY OUTREACH – INPUT ON DRAFT PLAN

Community Meeting #2 – Input on Draft Plan. Kimley-Horn will plan and implement a community meeting. The team will provide content for social media, website, and news release to be disseminated by the City and County. Kimley-Horn will prepare a four-page project newsletter containing an overview of the draft plan.

It is anticipated that Community Meeting #2 will be held in-person; it may be virtual if conditions warrant.

Community Notifications. Notification content will be created for the City and County website and provided to TAC members and community organizations for posting on their respective websites and distribution to their members.

Community Outreach Summary Report. Prepare a report of the input received and how it was used in the development of the transportation plan to be included in the final plan.

Deliverables:

- Online engagement tools
- Community Meeting #2 and presentation materials
- Public Outreach Summary Report

TASK 9: Final Grand County and City of Moab Unified TMP

Based on community input and TAC review comments, Kimley-Horn will prepare the Final TMP with an executive summary.

Deliverables:

- Final Grand County and City of Moab Unified Transportation Master Plan.

SCHEDULE

Proposed schedule is included as Attachment A.

Grand County and City of Moab Unified Transportation Master Plan
Updated: July 14, 2021

