



**SCOPE OF WORK AND FEE PROPOSAL  
TRANSPORTATION STUDY  
MISSION CANYON PARK PROJECT**

Fehr & Peers is pleased to respond to the request for a proposal to prepare a transportation study for the proposed Mission Canyon Park project. Our understanding of the project is based on conversations with MRCA staff in February 2019 and a review of the Draft IS/MND dated August 2018. The project would develop approximately 500 acres of open space as a park with limited visitor amenities. Restrooms, picnic tables, a stair climb and loop trail would be constructed, and one or more trail connections to the network of regional trails to the north and west would be made. The trails would be open to hikers and cyclists. The project as originally proposed provided off-street parking and vehicular access from Sepulveda Boulevard and from Mulholland Drive. The project has been revised to eliminate the Mulholland Drive parking lot and all access to park facilities directly from Mulholland Drive, instead providing vehicular access only from Sepulveda Boulevard. Options for modifying the current site access on Sepulveda Boulevard are currently under study. The planned number and location of proposed connections to the Canyonback Trail and the Westridge Canyonback Wilderness Park are also under study. This proposal is divided into three tasks:

- Project Initiation and Site Access Review
- Traffic Impact Study in support of the CEQA Document
- Response to Public Comments and Public Meeting Attendance

**SCOPE OF WORK**

***Task 1.1 – Project Initiation and Coordination***

At the outset of the study, an initiation meeting will be held with the MRCA staff to confirm our understanding of the project and the overall approach to the transportation study. The changes made to the proposed project in response to public comments on the Draft IS/MND in 2018 will be discussed, and actual comments will be reviewed. The details of the proposed project will be discussed and confirmed, including the parking supply, vehicular access, the opening year, the planned operating hours. Available data on attendance, hourly/daily/seasonal variation, parking demand, and average vehicle occupancy at parks operated by the MRCA and similar parks in the area will be requested, together with any estimates of attendance at the proposed park. If available information on the origin of park users will also be obtained from the MRCA. Use of City of Los Angeles Department of Transportation (LADOT) analysis methods and thresholds of significance will be confirmed. Protocols for coordination with outside agencies, such as LADOT, will be discussed as well as the overall schedule for completing these studies.

***Task 1.2 Site Access Review***

Fehr & Peers will meet with MRCA at the project site to better understand the existing right-turn in/right-turn out site access and to review options for modifying that access. Among the options are modifying the signal at Sepulveda Boulevard & Mountaingate Road to also accommodate Mission Dump Road, realigning to Mission Dump Road to connect with Mountaingate Road, and

relocating the main entry to align with the intersection of Sepulveda Boulevard & I-405 Southbound Ramps. Fehr & Peers will consider issues regarding the conceptual design of the proposed entry road such as layout and operation of the driveway, topography, truck turning radii, conflicts, visibility, and qualitatively evaluate these options. A pros/cons matrix will be prepared and Fehr & Peers' design group will provide schematic layouts for up to three options as part of this task, although this task does not include actual conceptual engineering design of the entry road. Participation in up to two meetings is anticipated in this task.

### **Task 2 – Transportation Impact Study**

The 2018 IS/MND included a traffic impact study for the park, as it was previously proposed, that analyzed off-site impacts at five intersections during the weekday AM and PM peak commute hours. We propose to expand the scope of that study to include an additional intersection and to also analyze potential project impacts during a Saturday morning peak hour. The information provided by MRCA in Task 1 will be used to inform this study, including selection of peak Saturday morning period, regional trip distribution, and trip generation. After the analysis assumptions and details have been finalized with MRCA, Fehr & Peers will prepare a full traffic study in support of the project's draft environmental impact report in accordance with LADOT's current (December 2016) Traffic Study Guidelines. No analysis of project alternatives is included in this scope of work. The following subtasks will be performed:

- **Memorandum of Understanding (MOU)** – Fehr & Peers will prepare a memorandum of understanding in accordance with LADOT policy outlining the specifics of the project and the approach to the study, including analysis hours, trip generation, trip distribution, study locations and related projects. Fehr & Peers will coordinate with LADOT on the approval of the project scope of work and will proceed with the study once a final MOU is approved by the City. This scope assumes that this study will analyze six intersections in the vicinity of the project site for potential traffic impacts during the weekday AM and PM peak periods and during the Saturday morning peak period. The precise study intersections will be ultimately be confirmed in this task with LADOT.
  1. Skirball Center Drive & Mulholland Drive
  2. Skirball Center Drive & I-405 Freeway Northbound Ramps
  3. Sepulveda Boulevard & Skirball Center Drive
  4. Sepulveda Boulevard & I-405 Freeway Southbound Ramps
  5. Sepulveda Boulevard & Mountaingate Drive (also count the access road just northwest of the signalized intersection)
  6. I-405 Freeway Southbound Ramps & Sepulveda Boulevard (west of the I-405 bridge over Sepulveda Boulevard)
- **Existing Conditions** – This task will involve conducting intersection capacity calculations. Intersection capacity calculations will indicate existing levels of service (LOS) and volume-to-capacity (V/C) ratios at the study intersections listed below. The Critical Movement Analysis (CMA) methodology will be used to analyze level of service at the signalized study intersections, per LADOT requirements, and the Highway Capacity Manual methodology will be used at the unsignalized intersections and at freeway ramp

junctions. The LOS analysis will be conducted for the weekday AM and PM peak hours and for the Saturday morning peak hour.

Site reconnaissance will be conducted involving surveys of existing physical characteristics of the project site, surrounding road network, verification of existing cross sections, traffic signal locations, turn restrictions, lane assignments, site access, etc. Existing transit facilities serving the project site will also be documented, along with existing and proposed bicycle and pedestrian facilities in the vicinity of the project.

The 2018 IS/MND includes weekday AM and PM traffic counts for five of the six proposed intersections. Under this task new weekday traffic counts would be collected at Skirball Center Drive & Mulholland Drive and new Saturday counts would be collected at all six locations. In addition, to gauge the level of vehicle activity in the area that would be connected to the Mission Canyon Park trails, an additional count would be taken at Mulholland Drive & Encino Hills Drive.

- **Project Trip Generation and Trip Distribution** – Trip generation estimates will be prepared for the project based on available rates from the *Trip Generation (10<sup>th</sup> Edition*, Institute of Transportation Engineers), *A Brief Guide to Traffic Generators* (SanDAG), other CEQA studies and data provided by the MRCA. Trip distribution patterns will be estimated based on the characteristics of the street system serving the project site, the level of accessibility of routes to and from the project site, and the general distribution of residential areas in the region from which park patrons may be drawn. If the MRCA has data indicating where the users of other parks in the area are drawn from, or other relevant information, that will also be considered. An estimate will be made of the potential for the project to facilitate two-car hikes or bike rides which would result in some trips occurring on the dirt section of Mulholland Drive. Weekday AM and PM peak hour and Saturday morning peak hour traffic volumes will be estimated and assigned to the roadway network. If the existing right-turn in/right-turn out configuration of the project driveway is maintained, U-turns will be estimated and included in this stage of the analysis.
- **Existing plus Project Analysis** – Analyze Existing plus Project scenario to measure the effect of additional project-generated traffic relative to existing conditions. The LOS analysis will be conducted for each peak hour.
- **Future Analysis** – Conduct analysis of these future scenarios for the three analyzed peak hours:
  1. Opening Year without Project – This scenario will include traffic generated by related development projects (obtained from LADOT and LADCP) in the vicinity of the study area that would be complete within the timeframe of the park's development, and a factor for background growth.
  2. Project Year with Project – This analysis will measure the effect of additional project-generated traffic relative to future conditions.

**Mitigation Measures or Project Modifications** – Based on the previous tasks, significance of project impacts will be assessed using significance criteria established by the City of Los Angeles. If needed and feasible, mitigation measures will be developed to alleviate any significant traffic impacts. Mitigation measures could be physical or

operational in nature. If the project traffic creates significant impacts, physical and/or operational improvements necessary to mitigate project impacts will be investigated and defined at a conceptual level. Any unavoidable impacts will be identified.

- **VMT Analysis** – The State Office of Planning and Research (OPR) recently finalized changes to the CEQA Guidelines in accordance with Senate Bill (SB) 743. The City of Los Angeles has developed but not yet adopted its approach to adapting to the new metrics. Vehicle miles traveled (VMT) will be the primary metric for measurement of impacts on the transportation system. The City’s process for revising its analytical methods and thresholds of significance may not be finalized until after the new environmental studies for the project are well underway, or even complete. However, in anticipation, Fehr & Peers will work with the MRCA and project team to develop estimates of VMT for the proposed project based on planned staffing levels and anticipated attendance. No conclusions regarding significance of project-generated VMT will be made.
- **Traffic Impact Report** – The results of this study will be summarized in a technical report suitable for inclusion in the Draft environmental document as an appendix that will be submitted in draft form for one round of review and comment by MRCA staff. The report will then be submitted to LADOT for review and concurrence and finalized after receiving City comments, if any.
- **Meetings** – Participation in up to three meetings is anticipated as part of preparation of the traffic impact study, including the project initiation meeting/site visit, one additional in person meeting with the team, and one meeting with LADOT.

**Task 3 – Assistance with Final Environmental Document**

The traffic study to be prepared in Task 2 will be included in the draft environmental document for the project. This task encompasses the following support for the Final environmental document relating to transportation issues:

- **Response to Comments** – Fehr & Peers will prepare responses to public comments made that relate to the transportation impact analysis contained in the Draft environmental document. For the purpose of preparing this proposal, it is assumed that up to 12 hours of staff time will be necessary and that no new analysis will be conducted for this task. If a substantially greater effort is needed as a result of the number or complexity of public comments, an adjustment to the budget may be necessary.
- **Public Meetings** – Fehr & Peers’ personnel will prepare for and attend up to two public meetings (which could include any combination of MRCA Board meetings, neighborhood meetings, and other public meetings).

**FEE PROPOSAL**

The estimated budget for the scope of services defined in this proposal is based on our normal hourly billing rates, plus reimbursement for direct expenses, as shown in the attached table. The traffic study for the Draft environmental document (Tasks 1 and 2) is estimated at \$27,070, including the cost of traffic counts. The estimated cost for Task 3, including assistance with responses to public comment and public meetings, is estimated at \$5,670, for a total of \$32,740.

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TRANSPORTATION STUDY FOR THE  
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EMPLOYEE	HOURLY RATE	HOURS PER TASK			TOTAL HOURS	TOTAL COSTS
		#1 Kickoff & Site Access	#2 Transportation Impact Study	#3 RTC & Public Mtgs		
Project Manager	\$215	10	20	20	50	\$10,750
Engineer/Planner	\$140	4	80	4	88	\$12,320
Designer	\$175	16	0	0	16	\$2,800
Administrative Support	\$135	4	8	2	14	\$1,890
Graphics/Technician	\$135	2	8	4	14	\$1,890
TOTAL HOURS		36	116	30	182	--
TOTAL LABOR COSTS		\$6,320	\$17,660	\$5,670	--	\$29,650
OTHER DIRECT COSTS:						
Intersection Counts (6 Sat, 1 wkdy AM/PM)						\$1,900
Mileage and Communications/Reproduction						\$1,190
Total Other Direct Costs						<u>\$3,090</u>
TOTAL COST						\$32,740

\*\* Please note: hours and rates above are for budget estimate purposes only; actual individual billing rates may vary within the ranges shown on the attached Hourly Billing Rates sheet.



2018-2019

(July 2018 through June 2019)

**Hourly Billing Rates**

**Classification Hourly Rate**

Principal	\$225.00	-	\$335.00
Senior Associate	\$170.00	-	\$335.00
Associate	\$155.00	-	\$240.00
Senior Engineer/Planner	\$130.00	-	\$190.00
Engineer/Planner	\$115.00	-	\$160.00
Senior Technical Support	\$140.00	-	\$190.00
Senior Administrative Support	\$110.00	-	\$155.00
Administrative Support	\$85.00	-	\$150.00
Technician	\$110.00	-	\$140.00
Intern	\$90.00	-	\$105.00

- *Other Direct Costs / Reimbursable expenses are invoiced at cost plus 10% for handling.*
- *Personal auto mileage is reimbursed at the then current IRS approved rate (54.5 cents per mile as of Jan 2018).*
- *Voice & Data Communications (Telephone, fax, computer, e-mail, etc.) are invoiced at cost as a percentage of project labor.*

*Fehr & Peers reserves the right to change these rates at any time with or without advance notice.*