



**CITY OF SOUTH PASADENA  
MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION  
MEETING AGENDA**

**Council Chamber  
1424 Mission Street, South Pasadena, CA 91030  
August 15, 2023 at 6:30 p.m.**

**IN-PERSON**

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

Pursuant to Government Code Section 54953, subdivision (e) (3), meetings of the Mobility and Transportation Infrastructure Commission (MTIC) for Tuesday, August 15, 2023, will be conducted remotely and held by video conference.

The in-person/virtual meetings will maintain transparency and public access while protecting the health and safety of the public. Members of the public have the option to participate in-person or via Zoom using the following link:

Mobility and Transportation Infrastructure Commission

**Zoom Meeting Information**

**Meeting ID: 896 6932 6112**

**Passcode: 844345**

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information accordingly; or
2. Click on the following unique Zoom meeting link:  
<https://us02web.zoom.us/j/89669326112?pwd=V09Wby9NNk1UUkM2SmRnSkloTFZ4UT09>  
or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID and Passcode when prompted to do so.

For additional Zoom assistance with telephone audio, you may find your local number at:  
<https://us02web.zoom.us/u/ky9n7bhtz>

**PUBLIC COMMENT AND SUGGESTIONS** *(Public Comments are limited to 3 minutes)*

The MTIC welcomes public input. If you would like to comment on this agenda item, members of the public may participate by means of one of the following options:

Option 1: Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during the comment portion of the agenda to speak for up to 3 minutes; or

Option 2: Email public comment(s) to: [mticpubliccomments@southpasadenaca.gov](mailto:mticpubliccomments@southpasadenaca.gov). **Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record.** Written Public Comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s).

Please make sure to indicate: 1) your name (optional), and 2) what agenda item you are submitting public comment on, and/or 3) Submit by no later than 12:00 pm., on Tuesday, August 15, 2023.

**CALL TO ORDER:** Chair Dunlap

**ROLL CALL:** Commissioners: Commissioner Abelson, Chair Dunlap, Commissioner Fisher, Vice Chair Hughes, and Commissioner Zavala.

**CITY COUNCIL LIAISON:** Councilmember Jack Donovan

**STAFF PRESENT:** Ted Gerber, Public Works Director (“PWD”), David Pena, Transportation Program Manager (“TPM”), and Mark Jimenez, Management Analyst (“MA”)

**PLEDGE OF ALLEGIANCE:** Commissioner Fisher

**PUBLIC COMMENT**

**1. Public Comment – General**

**INFORMATION REPORTS**

- 2. State Route SR-110/Fair Oaks Interchange Project Environmental Impact Report (EIR) and Environmental Assessment & Environmental Impact Statement (EIS)**
- 3. Project Status Update – PWD Gerber**

**ACTION / DISCUSSION**

- 4. Approval of Minutes of the Regular Mobility and Transportation Infrastructure Commission Meeting on July 18, 2023**

**COMMUNICATIONS**

- 5. City Council Liaison Communications**

**6. Commissioner Communications**

**7. Staff Liaison Communications**

**ADJOURNMENT**

**FUTURE MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION MEETINGS**

September 19, 2023	Council Chamber	6:30 p.m.
October 17, 2023	Council Chamber	6:30 p.m.
November 21, 2023	Council Chamber	6:30 p.m.

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

Commission Meeting agenda packets are available online at the City website: <https://www.southpasadenaca.gov/government/boards-commissions/mobility-and-transportation-infrastructure-commission>

**ACCOMMODATIONS**



The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

*I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City website as required by law.*

08/10/2023

Date

/s/

Mark Jimenez

Management Analyst

## **ITEM 2**

# **State Route SR-110/Fair Oaks Interchange Project Environmental Impact Report (EIR) and Environmental Assessment & Environmental Impact Statement (EIS)**



# Mobility and Transportation Infrastructure Commission Agenda Report

ITEM NO. 2

---

**DATE:** August 15, 2023

**FROM:** H. Ted Gerber, Director of Public Works  
David Peña, Transportation Program Manager

**SUBJECT:** **State Route SR-110/Fair Oaks Interchange Project  
Environmental Impact Report (EIR) and Environmental  
Assessment & Environmental Impact Statement (EIS)**

---

## Recommendation

It is recommended that the Mobility and Transportation Infrastructure Commission (MTIC) consider the following:

- 1) Recommend the City Council to move forward with the first step of the Project Approval (PA) and Environmental Document (ED) Phase;
- 2) Recommend staff to initiate discussions with Caltrans and LA Metro to determine preliminary concurrence, request to utilize the Mobility Improvement Projects (MIP) funds for the PA/ED phase and initiate the funding agreement (FA) process with LA Metro to establish a timeline for the project.

## Background

In 2017, the State Route SR-710 Gap Closure Project environmental process resulted in adoption of the Transportation System Management/Transportation Demand Management (TSM/TDM) as the Locally Preferred Alternative. The SR-710 North Mobility Improvement Projects (MIP) were created as an alternative to the SR-710 Gap Closure project. Los Angeles County Metropolitan Transportation Authority (LA Metro) reallocated Interstate 710 funds through the Measure R program. \$70 million dollars were programmed for the City of South Pasadena and allocated for interchange modifications to the SR-110 Route at Fair Oaks Avenue. Additionally, another \$10 million dollars were reserved for Regional Traffic Corridor Improvements along Fremont, Huntington, and Fair Oaks which are tied intelligent transportation systems (ITS) improvements and the planning efforts that are underway.

In 2020, staff initiated a Request for Proposals (RFP) for a preliminary SR-110 Loop Ramp Engineering Drawing (Vertical and Horizontal Geometric Design Plan). As a

result, see *Attachment 1*, was prepared as one of the alternatives. The loop ramp would help reduce the amount of exclusive signal phases and aide with traffic congestion at Fair Oaks/SR-110 and a regional level. Moreover, North/South Corridor ITS Project will also improve north to south traffic movement with signal synchronization, queue detection system, infrared bike, pedestrian, and vehicle detection, and adaptive pedestrian warning system, transit system priority as well.

Fair Oaks Avenue near the Arroyo Seco Parkway ramp has long been recognized as a congested location in the City of South Pasadena and a bottleneck to north-south traffic flow. Part of the congestion stems from the signal time which has exclusive movements. In turn, this results in insufficient signal time to adequately service traffic on Fair Oaks Avenue. The exclusive movements serve traffic on the northbound off-ramp, Grevelia Street, State Street, and the northbound left turn to the southbound on-ramp. During peak periods, pedestrian waiting time may be excessive, and there are driver delays due to southbound traffic queues to Columbia Street. The existing 85' northbound double left turn lanes to southbound on-ramp is limited to eight (8) vehicles total to get on the southbound SR-110.

### **Discussion/Analysis**

Over the years there have been several proposals to address the congestion challenges along Fair Oaks. A long-standing proposal was to construct a southbound “hook” on-ramp on State Street adjacent to the existing southbound off-ramp near the City Limit. More recently, HNTB, an on-call consultant was brought on to initiate and develop a scope of work for the PA/ED phase. The purpose of this project is to obtain environmental clearance and project approval for the redesign of the SR-110/Fair Oaks interchange with the selected alternative which will consist of various alternatives including TSM/TDM like transit enhancements, complete streets, and parallel route improvements and other alternatives. The project will consist of three primary tasks that will be conducted by HNTB and 12 sub-consultants.

#### **1) Project Management and Administrative Evaluate Options/Develop Purpose and Need/Project Alternatives and Solutions**

In close coordination with the City of South Pasadena (City) and Caltrans, the consultant will develop base alternatives and options for initial evaluation to ensure that every potential solution and option is evaluated early and given due consideration.

## **2) Project Approval Document**

The consultant will prepare a Draft Project Report (PR) in accordance with the Caltrans Project Development Procedures Manual highlighting the no-build and build alternatives. The Draft PR will contain the analysis and feasibility for the alternatives' constructability, comparative costs, staging options and overall impacts of the proposed project. The consultant will complete geometric plans for the project to about 35% design in order to provide detailed information to clarify potential impacts and provide a clear pathway to finalize technical studies for the environmental document.

## **3) Environmental Studies and Environmental Document**

The consultant will prepare all required technical studies to identify impacts and mitigation that will support the Draft Environmental Document. It is anticipated that an Environmental Impact Report (EIR) / Environmental Assessment (EA) would be the appropriate California Environmental Quality Act (CEQA) / National Environmental Policy Act (NEPA) document for this project due to significant impacts to the Arroyo Seco Parkway Historic District (ASPHD). Caltrans would likely be the CEQA and NEPA Lead Agency and it is expected that the consultant would be required to coordinate closely with Caltrans with a strong understanding of Caltrans processes, standards and requirements. Public/Stakeholder coordination and engagement would include, at a minimum, a scoping meeting and public hearing as part of the environmental process.

HNTB, the primary consultant will oversee 12 subcontractors over a three (3) year period to complete the PA/ED phase. The total costs associated with the PA/ED Phase is approximately \$4,389,775.27 which includes the costs for the subconsultant work, travel, contingency, overhead, printing, and delivery services. \$897,056.08 is being budgeted for the subconsultants out of the \$4.3 million cost. HNTB projects that 16,895 hours of work hours are needed and the sub-consultant's projects 5,836 work hours for the different phases of the project. In combination, a total of approximately 22,731 hours of work are estimated for this project. Changes to the scope of work will result in an increase or decrease in costs depending on the alterations. See *Attachment 2*.

The next steps include meeting with Caltrans and LA Metro to determine concurrence and move forward with a funding agreement. Following this step, HNTB's Task Order and Scope of Work would be presented to Council for approval or further direction.

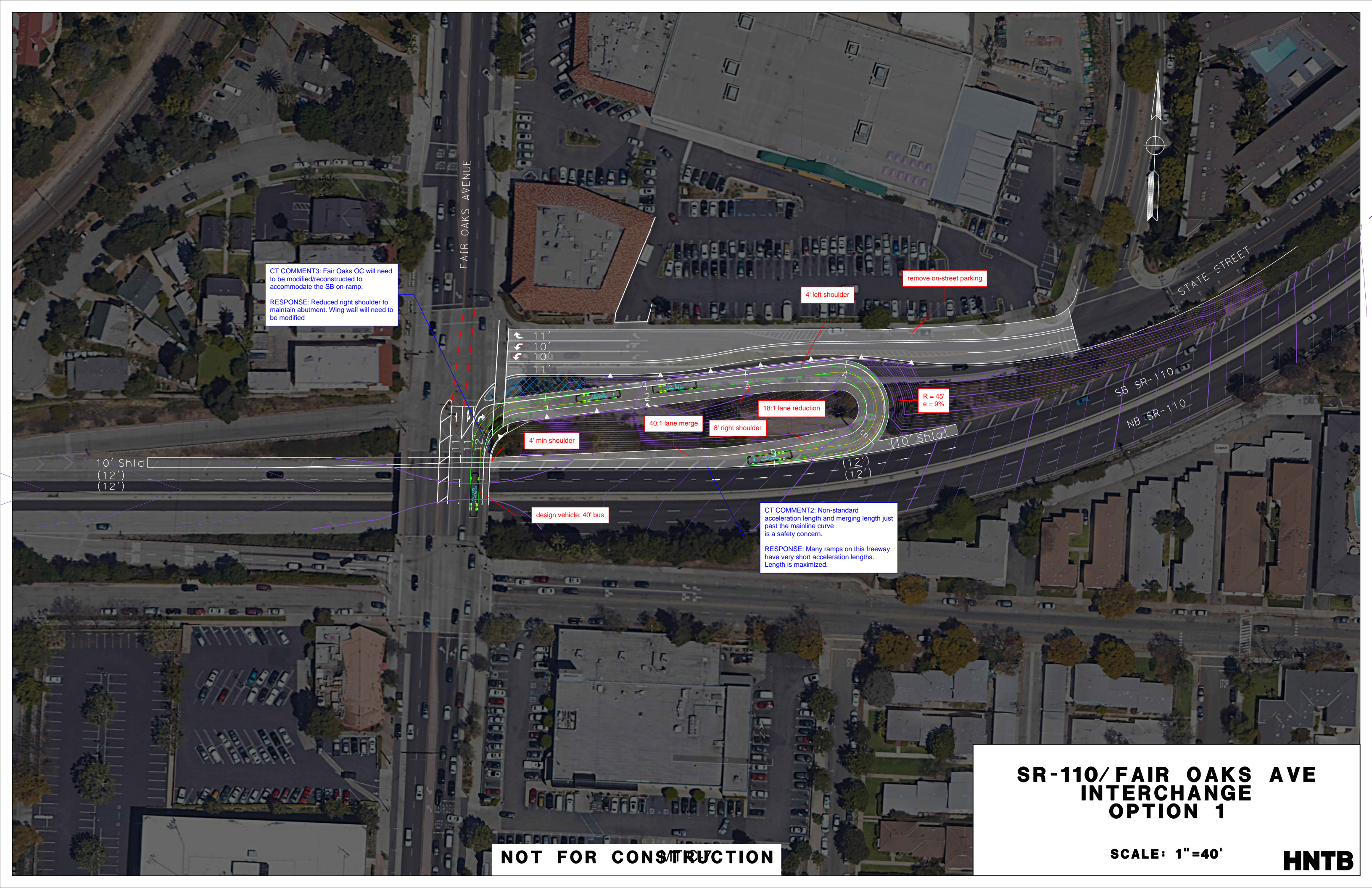
**Attachments:**

- 1) 110 Fair Oaks Interchange Option 1 Sketch (Loop Ramp)
- 2) HNTB Scope of Work for PA/ED Phase



# **ATTACHMENT 1**

110 Fair Oaks Interchange Option 1 Sketch (Loop Ramp)



CT COMMENT3: Fair Oaks OC will need to be modified/reconstructed to accommodate the SB on-ramp.  
RESPONSE: Reduced right shoulder to maintain abutment. Wing wall will need to be modified

remove on-street parking

4' left shoulder

R = 45'  
e = 9%

18:1 lane reduction

40:1 lane merge

8' right shoulder

4' min shoulder

design vehicle: 40' bus

CT COMMENT2: Non-standard acceleration length and merging length just past the mainline curve is a safety concern.  
RESPONSE: Many ramps on this freeway have very short acceleration lengths. Length is maximized.

10' Shld  
(12')  
(12')

FAIR OAKS AVENUE

STATE STREET

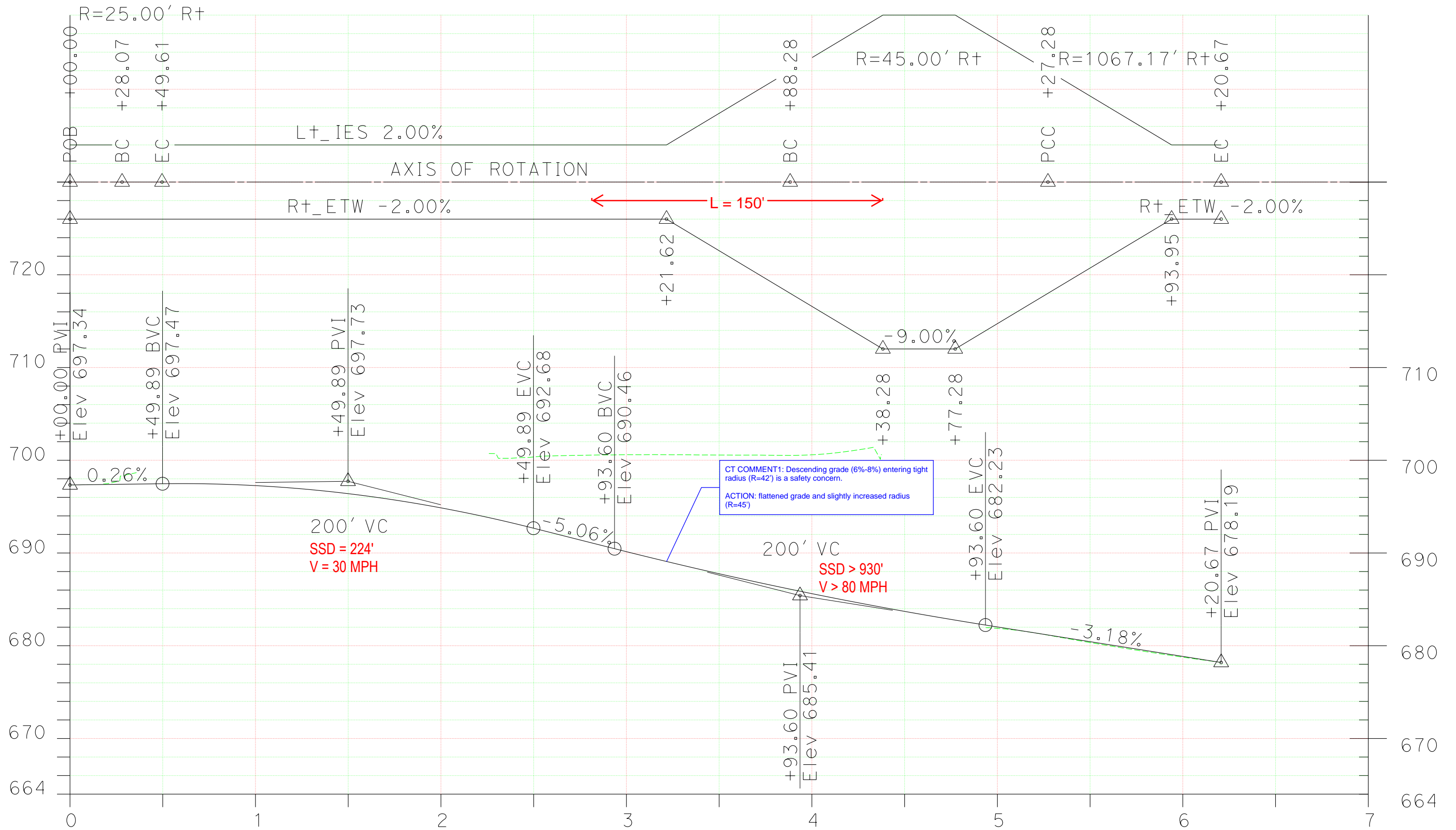
SB SR-110  
NB SR-110

# SR-110/FAIR OAKS AVE INTERCHANGE OPTION 1

**NOT FOR CONSTRUCTION**

SCALE: 1"=40'

**HNTB**



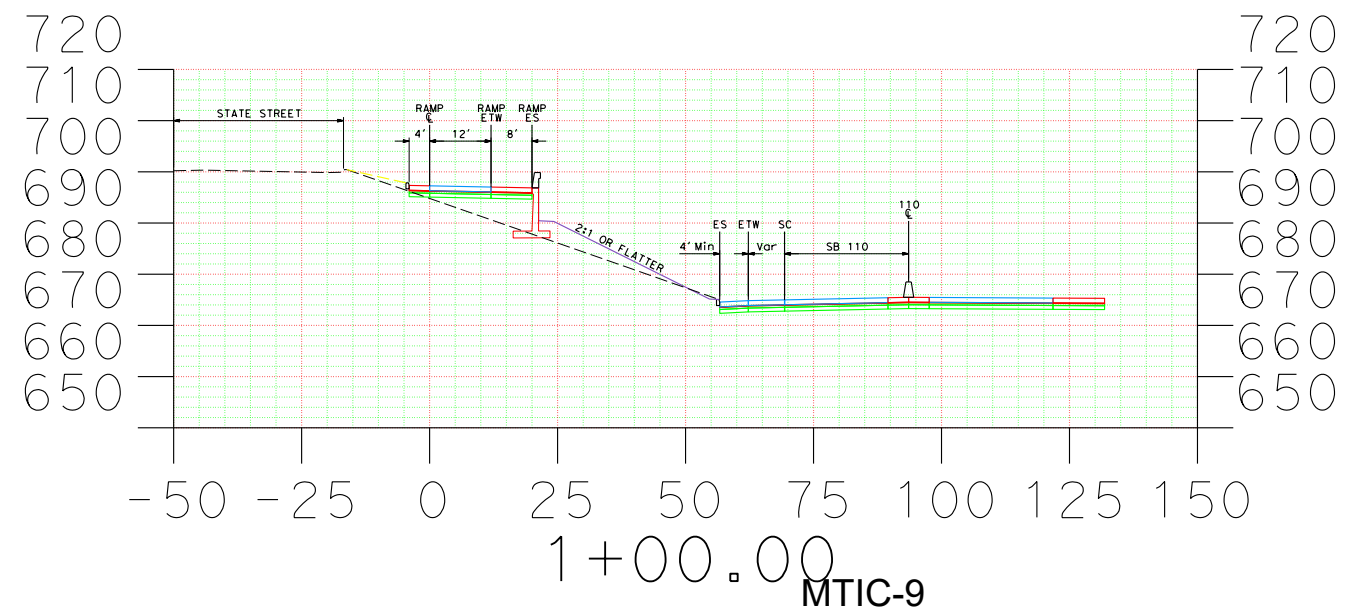
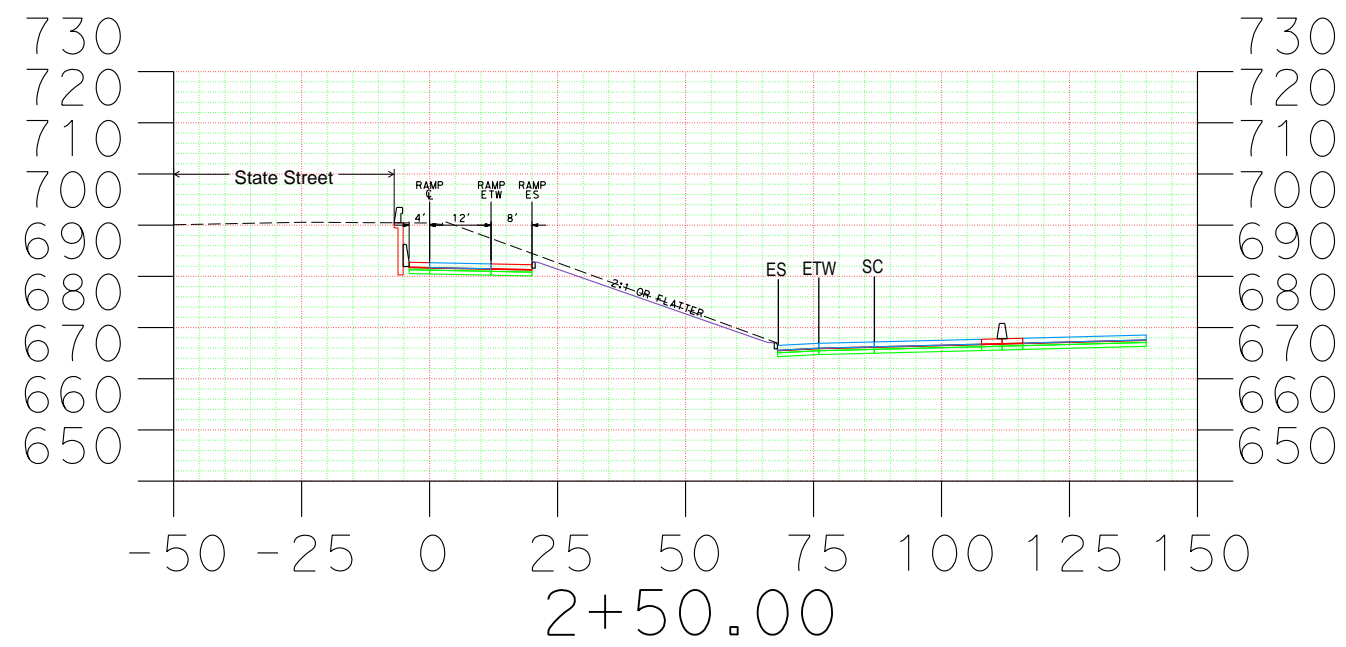
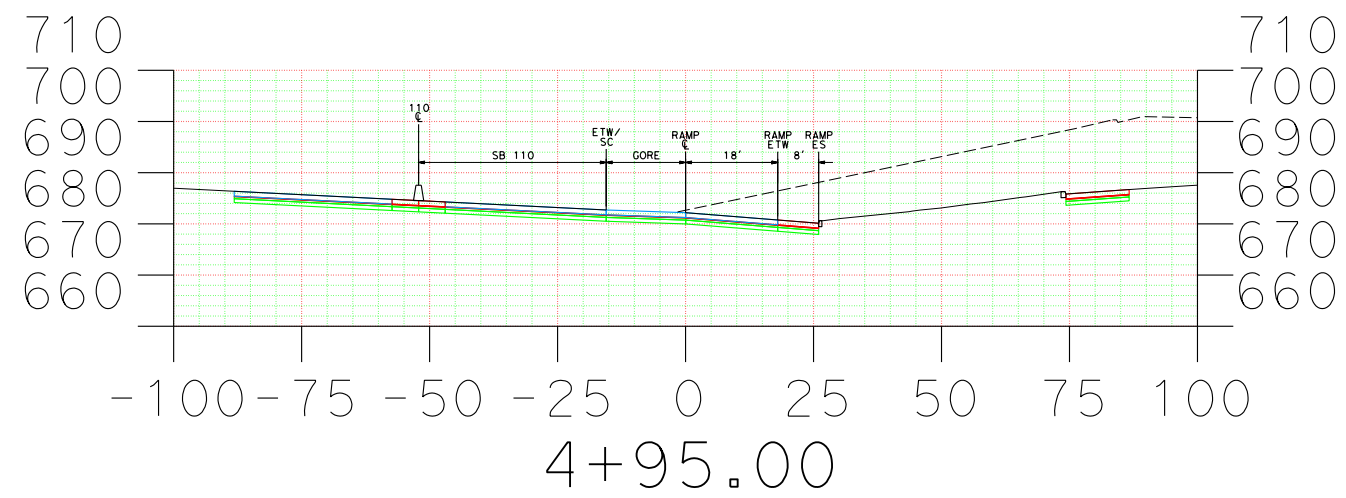
**SR-110/FAIR OAKS AVE  
INTERCHANGE  
OPTION 1**

HORIZONTAL SCALE: 1"=50'  
VERTICAL SCALE: 1"=5'

**HNTB**

**NOT FOR CONSTRUCTION**

MTC-8



**SR-110/FAIR OAKS AVE  
 INTERCHANGE  
 OPTION 1**

**HNTB**

MTIC-9

**ATTACHMENT 2**  
HNTB Scope of Work for PA/ED Phase

## SR 110/Fair Oaks Interchange Project EIR/EA Scope of work

### I. Project Background & Objective

The SR-710 North EIR/EIS proposed the realignment of the isolated SB off-ramp and addition of a new hook on/off-ramp at State St as well as widening the NB off-ramp at Fair Oaks Ave to improve circulation and enhance mobility. However, this option would require right-of-way acquisition from the Broadway Power Plant and would route SB SR-110 traffic out of direction along State St. For these reasons, the City of South Pasadena is considering a redesign of the hook ramps. The City of South Pasadena plans to evaluate options to improve mobility at this interchange. Due to limited space, and considering the parkway was designed in 1930 to the performance standards of cars from the era, proposed alternatives will require exceptions to current Caltrans design standards and policies. The purpose of this project is to obtain environmental clearance and project approval (PA/ED) for the redesign of the SR 110/Fair Oaks interchange.

### II. Statement of Work

#### General Assumptions

The Level of documentation for this PA/ED is expected to be EIR/EA. The duration to complete PA/ED is expected to be approximately 36 months. The delivery of PA/ED will include Alternatives Analysis (AA) for screening of alternatives and advancing reasonable range of alternatives to be evaluated for the Draft Project Report (PR) and Draft Environmental Document (ED). For the purposes of developing the level of effort, the following assumptions were made for evaluation.

The alternatives to be considered in AA are:

- Alt 1 – No Build
- Alt 2 – Hook Ramp at Fair Oaks
- Alt 3 – Diamond Ramp at Fair Oaks
- Alt 4 – Relocation/modification of the State Street ramp
- Alt 5 – TSM/TDM improvements (include Transit enhancements, complete streets, and parallel route improvements)
- Alt 6 – Design refinements to improve safety (these may not be standalone alternative)

After AA phase, following alternatives will be advanced for consideration during the preparation of ED (for level of effort estimate purposes):

- Alternative 1: No Build
- Alternative 2: Hook Ramp at Fair Oaks
- Alternative 3: Diamond Ramp at Fair Oaks

### Task 1.0 – Project Management and Administration Evaluate Options/Develop Purpose and Need/Project Alternatives & Solutions

In close coordination with the City of South Pasadena (City) and Caltrans, the CONSULTANT will develop base alternatives and options for initial evaluation to ensure that every potential solution and option is evaluated early and given due consideration.

- 1.1 General PM & Admin Services. We agree with the list of deliverables stated in the SOW for this task.
  - 1.1.1 Weekly Meetings – HNTB will hold weekly internal status meeting; Participants include 6 HNTB staff
    - 1.1.2 Project Kick-Off – One kick-off meeting with CT and City is planned for 2 hours and will include PM and 6 staff from HNTB team
    - 1.1.3 PDT & Focus Meetings – HNTB will hold monthly PDT meeting; A total of 32 PDT and focus meetings are anticipated; these meetings will include on an average 6 HNTB staff
    - 1.1.4 Agency Coordination Meetings/Technical Workshops
      - 14 Agency coordination meetings planned. Each meeting to be about 2 hours and will be attended by 4 HNTB staff members
- 1.2 Project Management Plan (PMP) – HNTB will prepare and submit a Draft PMP within 30 days of Notice to Proceed (NTP). A final PMP will be submitted after addressing comments from the City.
- 1.3 Quality Management Plan (QMP) – Draft Quality Management Plan will be submitted within 30 days of NTP. A final QMP will be submitted after addressing comments from City.
- 1.4 Project Master Schedule: A draft master schedule will be submitted with PMP within 30 days of NTP. A final schedule will be submitted along with the Final PMP incorporating comments from City.
- 1.5 Management of Deliverables, Copying & Printing – This task includes expenses related to making deliverables.

### Task 2.0 – Project Approval (PA) Document

The CONSULTANT will prepare a Draft Project Report (PR) in accordance with the Caltrans Project Development Procedures Manual highlighting the no-build and build alternatives. The Draft PR will contain the analysis and feasibility for the alternatives' constructability, comparative costs, staging options and overall impacts of the proposed project. The CONSULTANT will complete geometric plans for the project to about 35% design in order to provide detailed information to clarify potential impacts and provide a clear pathway to finalize technical studies for the environmental document.

## City of South Pasadena – Fair Oaks Interchange Project

- 2.1 Review and Update Project Information – Includes effort to obtain and review existing information. We have assumed that City of South Pasadena will provide all existing information within the week of NTP.
- 2.2 Update Purpose and Need
- Review, update and refine Purpose and Need
  - Up to 2 meetings with the City of South Pasadena and Caltrans to refine purpose and need
  - PDT will provide review and comment and HNTB will update and refine
  - HNTB will use refined purpose and need to develop evaluation framework and development of performance criteria for the Alternatives Analysis and screening process
- 2.3 Alternatives for Further Study. It is assumed that the alternative screening will result in selection of necessary build alternative(s) to be evaluated in the Project Report and ED.
- 2.3.1 Draft/Final Alternatives Analysis Report – The task includes evaluation of range of alternatives using evaluation criteria developed based on the Purpose and Need. This initial step and appropriate screening criteria that satisfy the purpose and need for the Project will guide project development to identify alternatives that are responsive to the purpose and need while minimizing impacts to the greatest extent possible. The alternatives to be screened down to reasonable range at the end of the AA phase. A draft AA report will be prepared and submitted to City for review. Conceptual drawings will be prepared for alternatives listed above to help the screening process during AA. Final AA report will be prepared incorporating comments received. The remaining alternatives will be considered for further evaluation in the environmental document.

### **HNTB Deliverables**

- Draft Alternatives Analysis Screening Report
- Final Alternatives Analysis Screening Report

## 2.4 Conduct Traffic Studies and Prepare Report

### 2.4.1 Methods and Assumptions Workshop/Technical Memorandum

#### **Methods and Assumptions Workshop**

HNTB will hold a traffic focused workshop meeting with City and Caltrans staff at the beginning of the project to discuss traffic analysis methodologies and modeling assumptions. The agreed study methodology will be applied to the study during the course of the project.

#### **Methods and Assumptions Technical Memorandum**

HNTB will submit a memorandum to the City and Caltrans for review and comment. It is assumed that City/Caltrans will provide comments on the technical memorandum within two weeks of receipt. Upon receipt of the comments, HNTB will prepare a comment/response matrix and distribute to City/Caltrans. HNTB will then incorporate the



submit a final version of the technical memorandum to City within two weeks of the comment/responses.

**HNTB Deliverables**

- Draft Methods and Assumptions Technical Memorandum
- Final Methods and Assumptions Technical Memorandum

**2.4.2 Data Collection**

HNTB Study area will include SR-110 between Glenarm Street and Orange Grove Avenue, including the SR-110 mainline segments and ramp junctions in the study area, as well as up to 12 ramp and adjacent local intersections.

HNTB will review the data provided in previous studies and determine if the available data is sufficient to conduct the analysis under this scope. If the data is determined to be insufficient, then HNTB will initiate a data collection effort for intersection, roadway, mainline, and ramp counts. The assumed data needs are:

- Intersection counts will be collected for the AM peak period (6 to 9 AM) and PM peak period (4 to 7 PM) at up to 12 intersections including bike and peds
- Mainline counts will be collected for three consecutive days (24-hour counts) in each direction of SR-110
- Ramp counts will be collected for three consecutive days (24-hour counts) for up to 8 ramps
- Local roadway segment daily volumes will be collected at up to 8 locations

HNTB will request collision data from Caltrans and the City of South Pasadena. It is assumed that Caltrans will provide three years of Traffic Accident Surveillance and Analysis System (TASAS) data with the appropriate summary tables to support the analysis. In addition, the following collision data sources will be queried to bolster the collision assessment beyond TASAS:

- CHP CAD Data for incidents
- TIMS and SWITRS

**2.4.3 Existing Conditions Modeling/Calibration**

The study area (mainline, ramps, and intersections) will be analyzed using the VISSIM microsimulation software (Version 2023) for Existing Year (2023) conditions. The Existing Year (2023) model will be calibrated per the guidance in the FHWA Traffic Analysis Toolbox Volume III that was updated in 2019. The details of other calibration parameters will be provided in the Final Methods and Assumptions Memorandum (prepared by HNTB as part of Task 2.4.1).

HNTB will prepare a draft Microsimulation Technical Memorandum and submit to the City and Caltrans for review after the microsimulation calibration is completed. It is assumed that City/Caltrans will provide comments on the technical memorandum within four weeks of receipt. Upon receipt of the comments, HNTB will prepare a comment/response matrix and hold a meeting to resolve all comments/responses. HNTB will then submit a final

version of the technical memorandum to the City within two weeks of the comment/response meeting.

**HNTB Deliverables**

- Draft Microsimulation Calibration Technical Memorandum
- Final Microsimulation Calibration Technical Memorandum

**2.4.4 Traffic Forecasting/Volume Development**

HNTB will use SCAG 2020 RTP TransCAD Travel Demand Forecasting model to estimate traffic volumes on freeway and ramp junctions. The model generated traffic volumes with traffic counts collected as part of this project will be used to estimate AM and PM traffic volumes for freeway mainlines and ramps. Ramp intersection turning volumes will be developed by applying Fratar model to the existing turn volume distributions and model link-based traffic volumes. Seven model runs including the base year and six scenarios will be performed.

**2.4.5 Alternative Operational Analysis Screening (High-Level)**

HNTB will support a high-level screening of up to four build alternatives with the goal to provide comparative traffic operations assessments for each and determine which two alternatives should be advanced to the detailed operational analysis. It is assumed that no microsimulation will be performed for this comparative assessment. The analysis will be high-level and limited to high-level modeling, calculations of volumes-to-capacity ratios, and possible network level performance such as VMT and VHT calculations. HNTB will leverage the volume development effort (for Task 2.4.4) to determine the demands for the screened alternatives based on the relative similarities in travel operations and/or appropriate manual demand reassignments. The findings will be documented as part of the Alternatives Assessment document.

**2.4.6 Alternative Operational Analysis Screening (High-Level)**

Traffic operations analysis will also be conducted under the following six scenarios (in addition to Existing Conditions detailed in 2.4.3):

- Opening Year – No Build Alternative 1
- Opening Year – Build Alternative 2
- Opening Year – Build Alternative 3
- Design Year – No Build Alternative 1
- Design Year – Build Alternative 2
- Design Year – Build Alternative 3

The analysis results will contain AM and PM peak hour density and levels of service (LOS) at study freeway mainline segments and ramp junctions, AM and PM peak hour delay and LOS at study intersections, AM and PM peak hour vehicle queues at major movements. In addition, system-wide measures of effectiveness will also be reported for the study locations in the VISSIM network, which include travel times, speeds, vehicle throughput, and vehicle-hours-delay (VHD).

#### 2.4.7 VMT Screening Analysis/Narrative

It is assumed that the project will be exempt from VMT/SB743 analysis because the project does not add capacity to the state highway system and will therefore not induce travel demand. However, a screening process is assumed to be required to officially document this finding and the team will work with the City and Caltrans through this VMT screening process. If it is determined that VMT analysis is required, the VMT analysis and mitigation development will be considered extra work.

#### 2.4.8 Prepare Traffic Operations Analysis Report (TOAR)

The TOAR will follow the Caltrans Project Development Procedures Manual guidance for preparing a Traffic Engineering Performance Assessment (TEPA). The TOAR will include the summary information of all subtasks (2.4.1 to 2.4.7) prepared under Task 2.4 and will include appropriate tables and graphics to relay information visually.

HNTB will submit the TOAR to the City and Caltrans for review. It is assumed that the City/Caltrans will provide comments on the TOAR within four weeks of receipt. Upon receipt of the comments, HNTB will prepare a comment/response matrix and hold a meeting to resolve all comments/responses. HNTB will then submit a final version of the TOAR to the City within four weeks of the comment/response meeting.

#### **HNTB Deliverables**

- Draft Traffic Operations Analysis Report
- Final Traffic Operations Analysis Report

#### 2.5 Prepare/Update Preliminary Transportation Management Plan

HNTB will prepare the Preliminary Transportation Management Plan (TMP) based on the latest Caltrans TMP Guidelines (November 2015) for up to two build alternatives. HNTB will conduct a review of the previous project documentation and update the preliminary costs with the design information available as this project develops. The high-level TMP cost estimates are assumed to be for items listed in the Caltrans TMP Datasheet.

The effects of traffic diversion will be assessed by identifying potential major closure activities and the associated feasible detour routes for these closures. HNTB will estimate traffic diversion onto surface streets using high-level assumptions and the estimated traffic will be compared to available roadway capacities of adjacent surface streets during the anticipated closure hours. Data collected and forecasted volumes from Task 2.4 will be leveraged for this assessment and conclusions will be summarized in the Preliminary TMP. It is assumed that no detailed intersection operational analysis or microsimulation will be conducted for this effort.

HNTB's TMP team will coordinate, as needed, with the stage construction and maintenance of traffic (MOT) team in the development of plans for Task 2.9. It is assumed that any traffic handling plans on local street involving local agencies will be prepared as part of Task 2.9 and to be included in the TMP as attachments.

HNTB will coordinate with the Caltrans TMP team (TMP Manager, District Traffic Manager, Project Engineers, and Maintenance Divisions) and City to determine adjacent local projects that are anticipated to be in construction during the anticipated timeline of this project. It is assumed that Caltrans and City will provide the necessary project files for the adjacent projects to help determine if any major full facility closures and/or lane closures are conflicting with the planned construction activities of this project as they are determined during preliminary design.

Placement and adjustment of traffic signs and devices will be determined as the project design develops. HNTB's TMP team will be in coordination with the Roadway design teams to determine any major roadway elements that will require special TMP considerations (e.g. detours, lane closures, ramp closures, full facility closures, traffic holds) and those considerations will be documented in the Preliminary TMP.

HNTB will submit the preliminary TMP to City and Caltrans for review. It is assumed that City/Caltrans will provide comments on the TMP within four weeks of receipt. Upon receipt of the comments, HNTB will prepare a comment/response matrix and hold a meeting to resolve all comments/responses. HNTB will then submit a final version of the preliminary TMP to City and Caltrans within four weeks of the comment/response meeting.

**HNTB Deliverables:**

- Draft Preliminary Transportation Management Plan
- Final Preliminary Transportation Management Plan

- 2.6 Complete Streets and Transit Integration Complete Street Improvements opportunities will be identified to only address means of active transportation such as walking and bicycling only along adjacent arterials that would be impacted by the proposed build alternatives.
- 2.7 Geometric plans will be prepared for one build alternative. No strip map will be prepared for Caltrans review. All geometric information will be detailed on the cut sheets for review. The traffic turning movement data and accident information will be submitted in a tabulated format separate from the plans, but concurrently for Caltrans review.  
Plan Sheets for one Alternative – Eight (8) sheets Layout, Typical Sections & Profile  
Non-Standard Design Features for one Alternative – assumed up to thirty (30) DSDD Items on Cut sheets and in DPR risk matrix. Cost Estimates for one Alternative
- 2.8 Construction Staging/Traffic Handling Plans  
Plans will be developed for one build alternative, develop cross-sectional staging concepts for major stages of construction along the mainline and ramps. Prepare strip maps of staging concepts.
- 2.9 Hydraulics/Hydrology Studies  
HNTB will prepare study based on applicable Caltrans guidance and requirements.
- 2.10 Storm Water Data Report  
HNTB will prepare study based on applicable Caltrans guidance and requirements.

## City of South Pasadena – Fair Oaks Interchange Project

### 2.11 Landscaping and Irrigation Plans

- Schematic Landscape Plans will be prepared – One (1) color Schematic Landscape Plan will be provided for each of the two build alternatives (Two Schematic Landscape Plans total).
- Consultant will prepare study based on applicable Caltrans guidance and requirements.

### 2.12 Review and Update Right-of-Way Data Sheet

- Assumes no preliminary title reports (PTRs) would be required.
- ArcGIS Shapefile data of tax parcel impacts for two (2) Build Alternatives
- ROW Data Sheets for Local Public Agencies (Exhibit 17-EX-21, Caltrans Right of Way Manual) for one Build Alternative
- Assessors Parcel maps will be shown on the right of way plans prepared only for the impacted parcels based on the information shown on the County Assessors maps. Parcel maps will not be a deliverable. It is assumed that up to 50 ROW maps will be prepared for the impacted parcels.

#### **HNTB Deliverables**

- ROW maps for the impacted parcels
- Draft/Final ROW impact report
- ROW Data Sheets
- ROW cost estimate for each build alternative.

### 2.13 Assess Utility Impacts

It is assumed that no potholing will be performed. Impacts to existing utilities will be identified based on the as-built plans received from the utility owners. Composite U-Sheets will be prepared for one build alternatives and delivered.

### 2.14 Conduct Pavement Life Cycle Cost Analysis

HNTB will prepare study based on applicable Caltrans guidance and requirements.

### 2.15 Structures Advance Planning Study (APS)

CONSULTANT will prepare Advance Planning Study which includes a bridge general plan for the widening of existing structure. It is assumed to Prepare 1 Bridge APS. CONSULTANT will also prepare APS for non-standard retaining walls. It is assumed that the majority of the required retaining walls will be typical Caltrans standard walls and only 2 non-standard plan will be needed. The standard retaining walls will show only on the layout sheets and typical sections.

### 2.16 Geotechnical Report

SPGRs will be prepared for proposed bridge widening and to address retaining wall design.

### 2.17 Draft Project Report

HNTB will prepare Draft Project Report (DPR) following the Caltrans template and will prepare the required attachments. The contents of the DPR will be coordinated with the environmental team and obtain input for different sections.

## City of South Pasadena – Fair Oaks Interchange Project

- 2.18 Final Project Report  
CONSULTANT will update the DPR based on the review comments received from the reviewing agencies and prepare the Draft Final and Final PR.
- 2.19 Cost Estimates for Alternatives  
CONSULTANT will prepare a cost estimate following the Caltrans template for the build alternative.
- 2.20 Fact Sheet(s) for Exceptions to Design Standards  
Assumed no more than 30 non-standard design features. Will prepare DSDD only for the preferred alternative and obtain Caltrans approval
- 2.21 Exceptions to Utility and/or Encroachment Policy  
Assumed 2 non-standard utility crossings that need preparation of exceptions to encroachment policy.
- 2.22 Project Controls Surveys, Mapping & Initial Land Net Mapping  
Aerial Surveys, Aerial LiDAR, Photogrammetric Maps and Projects Aerial mapping 500-feet either side of center line, Photogrammetric mapping 250-feet either side of the center line. Assumed aerial base mapping with no Lidar. Assumed delivering only digital 9" x 9" color prints images to Caltrans (no hard copy prints as requested by Caltrans in their ABC Checklist, Section "B", item "2" sub-item "e"). Assumed preparing base map for a strip of 500 feet wide (250 feet each side of centerline of project area). The survey map does not cover any underground facility that is not visible or foundation plan.
- 2.23 Right-of-Way Relocation Impact Report/Memorandum  
Analysis required for Relocation Impact Document/Statement will not include surveys or interviews with residents or businesses
- HNTB Deliverables**
- Draft/Final ROW Impact Report/Memorandum
- 2.24 Value Analysis  
A 3-day Value Analysis meeting will be conducted to evaluate strategies to optimize cost, schedule, and performance. A Draft Value Analysis Report will be submitted for City/Caltrans review. A Final Value Analysis will be submitted incorporating comments received on the draft report.
- Draft and Final Value Analysis Report will be submitted

### Task 3 – Environmental Studies and Environmental Document

The CONSULTANT will prepare all required technical studies to identify impacts and mitigation that will support the Draft Environmental Document. It is anticipated that an EIR/EA would be the appropriate CEQA/NEPA document for this project due to significant impacts to the Arroyo Seco Parkway Historic District (ASPHD). Caltrans would likely be the CEQA and NEPA Lead Agency and it is expected that the CONSULTANT would be required to coordinate closely with Caltrans with a strong understanding of

## City of South Pasadena – Fair Oaks Interchange Project

Caltrans processes, standards and requirements. Public/Stakeholder coordination and engagement would include, at a minimum, a scoping meeting and Public Hearing as part of the environmental process.

- 3.1 Review and Update Project Information: It is assumed that the City of South Pasadena will provide all the necessary information within 1 week of NTP. No deliverables for this task.
- 3.2 Maps for Environmental Evaluation: HNTB will prepare study based on applicable Caltrans guidance and requirements.
- 3.3 Public and Agency Scoping Process: HNTB will conduct scoping based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements. In-person and/or virtual TBD.
- 3.4 Noise Study – HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements.
- 3.5 Noise Abatement Decision Report: HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements.
- 3.6 Air Quality Study/Report - HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements.
- 3.7 Energy Studies – HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements.
- 3.8 Initial Site Assessment/Preliminary Site Investigation: HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements.
- 3.9 Natural Environment Study Report
  - HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements.
  - It is assumed that an NES-MI (Minimal Impact) would be prepared for this Project.
  - Regulatory permitting and/or coordination with the permitting agencies would be conducted during the PS&E phase of the project and is not included in this scope and cost.
  - Focused or protocol-level surveys for special-status wildlife species, special-status plant species, tree surveys, or similar are not included in this scope of work. If focused or protocol surveys are requested, GPA will provide an additional scope of work and budget to support this effort.
- 3.10 Cultural Resources Studies

HNTB will prepare studies based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements.

### **Archaeological Survey Report**

*Background Research:* The Consultant will conduct a 1-mile records search at the South Central Coastal Information Center (SCCIC), located at California State University, Fullerton. This includes

historic maps, geology maps, geotech report, and a field survey to meet Section 106 requirements. Assumes no resources will be identified/documented, negative findings for archaeological resources. No additional studies are included (XPI, Ph II, ESA, PRDMP, etc.)

**HNTB Deliverables**

- Draft/Final ASR

**Historic Resources Evaluation Report**

Assumes no more than ten (10) properties along the project corridor would require recordation/evaluation due to potential indirect or visual impacts.

**HNTB Deliverables**

- Draft/Final HRER

**Historic Properties Survey Report**

An HPSR will be prepared and assume a Finding of Adverse Effect due to potential impacts to the Arroyo Seco Parkway Historic District. An MOA would also be prepared to meet Section 106 requirements.

**HNTB Deliverables**

- Draft/Final HPSR

- 3.11 Area of Potential Effects Map: An APE map will be reviewed and approved by Caltrans and City of South Pasadena prior to conducting field surveys.

**HNTB Deliverables**

- Draft/Final APE Map

- 3.12 Native American Consultation

Consultant will contact NAHC for list of interested NA Contacts and letters/emails will be sent groups. Consultation matrix will be provided as an attachment to the ASR/HPSR. This includes preparation of letters for review by City/Caltrans, sending out the letters, following up with the Native American groups. We will provide a matrix of comments. No meetings are included. Consultation/coordination will be limited.

- 3.13 Visual/Aesthetics

- HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements.
- A Moderate Visual Impact Assessment Report will be prepared.
- A maximum of two (2) Photographic Visual Simulations for each build alternative (a total of four visual simulations)
- An exhibit will be prepared illustrating where the Key View (KV) locations are located. The exhibit will be submitted for KV location approval prior to beginning preparation of the Photographic Simulations.
- Up to two (2) coordination meetings is assumed.



**HNTB Deliverables**

- Draft/Final VIA

3.14 Community Impacts Assessment:

HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements.

3.14.1 Individual Section 4(f) Evaluation will be required (due to Adverse Effect to ASPHD)

**HNTB Deliverables**

- Draft/Final CIA
- Draft/Final Individual Section 4(f) Evaluation

3.15 Climate Change/Greenhouse Gas: HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements and will be included as part of the Air Quality Study (Task 3.6).

3.16 Cumulative Impacts Analysis: HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements.

**HNTB Deliverables**

- Draft/Final Cumulative Impacts Analysis Report

3.17 Outreach Coordination and Collaboration – Outreach activities only as required by CEQA/NEPA are included. A Public Involvement Plan (PIP) will be prepared.

**HNTB Deliverables**

- Draft/Final PIP

3.18 Location Hydraulics/Floodplain Report: HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements.

**HNTB Deliverables**

- Draft/Final LHS/Floodplain Report

3.19 Paleontological Studies

HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements. A combined Paleontological Identification Report/Paleontological Evaluation Report (PIR/PER) will be prepared. This includes LACNHM records search, UCMP, PaleoBio Data Base, geology maps, geotech reports, and a field survey. Assumes no resources identified/documented, no additional studies included (PMP, etc.).

**HNTB Deliverables**

- Draft/Final PIR/PER

3.20 Draft Environmental Document

## City of South Pasadena – Fair Oaks Interchange Project

- HNTB will prepare study based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements
- All Technical Reports will not require remediation for ADA compliance

### **HNTB Deliverables**

- Administrative Draft EIR/EA
- Approved Draft EIR/EA for Circulation

#### 3.20.1 Public Hearing

- HNTB will provide logistics and support to conduct a public hearing based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements. In-person and/or virtual TBD.

#### 3.21 Response to Review Comments

Upon conclusion of the public circulation period, the CONSULTANT will review all comments received during this period. Assumes no more than 100 comments to be addressed. Team will coordinate with technical experts to provide responses for the City and Caltrans review.

- 3.22 Final Environmental Document: The Final EIR and EA with FONSI will provide responses to the comments received on the Draft EIR/EA and the final environmental document will also identify the preferred alternative. The Final Project Report will present information for the Preferred Alternative consistent with the environmental document. HNTB will prepare CEQA Findings, Statement of Overriding Considerations and file the Notice of Determination based on applicable CEQA requirements. The FED will be prepared to meet all applicable NEPA requirements and Caltrans guidance and requirements.

- 3.23 Environmental Commitments Record: HNTB will prepare ECR based on applicable CEQA/NEPA requirements and Caltrans guidance and requirements and provide updates as measures may be refined following public circulation and upon execution of the MOA.

**ITEM 3**  
**Project Status Update**

*Staff Report Forthcoming*

**ITEM 4**

Approval of Minutes of the Regular Mobility and  
Transportation Infrastructure Commission Meeting on  
July 18, 2023

**TUESDAY, JULY 18, 2023**  
**MINUTES OF THE CITY OF SOUTH PASADENA**  
**MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION**  
**REGULAR MEETING**

**CALL TO ORDER**

Chair Dunlap called the Regular Meeting of the Mobility and Transportation Infrastructure Commission (MTIC) to order on July 18, 2023, at 6:39 p.m. The meeting was held in-person and virtually via Zoom.

**ROLL CALL:** Chair Dunlap

**Present:** Chair Dunlap, Commissioner Fisher, Commissioner Abelson, and Vice Chair Hughes

**Council Liaison:**

**Absent:** Councilmember Jack Donovan and Commissioner Zavala

**Staff Present:** Ted Gerber, Public Works Director (“PWD”), David Pena, Transportation Program Manager (“TPM”), Mark Jimenez, Management Analyst (“MA”), and Leaonna DeWitt, Public Works Assistant (“PWA”)

**PLEDGE OF ALLEGIANCE**

Vice Chair Hughes led the Pledge of Allegiance.

**PUBLIC COMMENT AND SUGGESTIONS**

**1. Public Comment – General**

In-Person

Ben and Dana Nialis-Saulson – They reside at 531 Mantos and expressed continuing concerns regarding the street conditions on Martos Drive and requested that the street be repaved.

PWD Gerber explained the process on how streets are selected for improvements. City staff has made some improvements to the street by filling potholes, but we’ll have staff look at it again and make additional repairs, if possible.

Commissioner Abelson shared how he had visited the street to view the condition and had seen where some repairs had been completed.

**INFORMATION REPORTS**

**2. Fremont Avenue and Huntington Drive Corridor Planning Project Update – TPM Pena**

Transportation Program Manager Pena gave an overview of this item. The direction of the plan stems from a 2009 traffic calming concept that was not executed. Funding for the new efforts will be coming from Measure R and Measure M sources. The total amount for the corridor project is \$16 million. Unfortunately, the caveat to the funding is that it cannot cover planning costs. Other sources of funding will need to cover the planning costs. The city will proceed and is embarking upon the project and is issuing a task order for scope and planning. Part of the process will include community meetings to garner resident’s input.

Public Comment

Via Zoom

Brandon Fox – Expressed support for the project. He expressed how important it is to spend these grant funds and to keep with the timelines mentioned in the presentation. The concern is that there is an expiration date on the funds.

Discussion ensued regarding funding, charrettes, project timeline, scope of work, outreach (visuals) and parking. The plan is to have the community meetings at the South Pasadena Public Library in the “Community Room.” Due to the limitations of the venue, the meeting will not be available electronically. TPM Pena shared how the city has

been in contact with the neighboring cities of Alhambra, San Marino and Pasadena about the projects,

Commissioner Abelson inquired as to the timeline and if the needed “first steps” would be completed by the end of the year. TPM Pena responded that he estimated that the preliminary work would be completed by then.

Commissioner Abelson also questioned as to how the connection to Fair Oaks Avenue was going to work in the discussion process? He also mentioned that since there was not going to be electronic access at the community meeting at the South Pasadena Library, it might be a plausible to have the issue as a topic at a future Mobility and Transportation Infrastructure Commission meeting.

Commissioner Fisher commented that is it important in the planning process to get public feedback on issues for the area, such as bottlenecks, speeding and such. He also said it is important for the consultant to get input and inform and not mandate.

Commissioner Hughes inquired if bus shelter improvements could be part of the efforts, as we have many uncovered bus stops along Huntington Drive and with rising temperatures, coverings and shelters are needed.

Chair Dunlap commented that there are issues with the intersection of Fremont Avenue and Huntington Drive, but like the comments of Commissioner Abelson, we need to look at Fair Oaks Avenue and Huntington Drive.

### **3. Project Status Update – PWD Gerber**

PWD Gerber gave a brief overview of this item.

It was shared that there will be a community “Groundbreaking Event” on July 26, 2023 at 11:00 a.m. to initiate the long-awaited street improvement projects that had been delayed.

It was shared that the Loop Ramp project was moving forward with environmental review and Measure M funds will cover the associated costs

An updated on “Slow Streets” was provided. The efforts are moving forward with the parklets, extra and extended contracts for Krails.

Efforts to address the traffic issues around the High School and Holy Family are moving ahead. There is a communications plan in development. The city is working with the South Pasadena Unified School District and a flyer is going out about the loading area and such.

The issue of the second “crossing guard” is going to go to the City Council for consideration.

Commissioner Abelson thanked Director Gerber for making sure that the proposed traffic signal for Garfield Avenue is on the projects list. He also asked about if the Columbia Street and Fremont Avenue possible stripping can go forward? Director Gerber shared that discussions were going on.

## **ACTION/DISCUSSION ITEMS**

### **4. Approval of Minutes of the Regular Mobility and Transportation Infrastructure Commission Meeting on June 20, 2023**

Minutes approved as amended. Motion made by Vice Chair Hughes and seconded by Commissioner Abelson (4-0)

## **COMMUNICATIONS**

### **5. City Council Liaison Communications**

No Comments

### **6. Commissioner Communications**

Commissioner Abelson thank staff for quickly responding to the issues raised at the last meeting, on Martos Drive. He commended staff on the improvements on Fremont Avenue, repainting of the parking T's, red zones and a blinking light was repaired.

Commissioner Hughes thanked staff for helping with the Fourth of July celebrations.

Chair Dunlap announced that the Draft General Plan is out for public comment and encourage residents to provide feedback.

**7. Staff Communications**

PWD Gerber announced a Ground-Breaking ceremony on Sterling Place on Tuesday, July 25 at 10:00 a.m. There will be a community meeting on Thursday, July 20<sup>th</sup> at the Library, regarding the impacts of SP1383 regulation regarding food waste recycling and how that will impact the City.

**ADJOURNMENT:** Meeting adjourned at 8:30 p.m.

I HEREBY CERTIFY that the foregoing minutes were adopted by the Mobility and Transportation Infrastructure Commission of the City of South Pasadena at a meeting held on August 15, 2023.

---

Eric Dunlap, Chair