



TAC Meeting #1
City of Yuma Public Works Training Room
155 W. 14th St
Yuma, AZ 85364
December 21, 2011
1:30 PM

Conference call dial-in number: (877) 527-1662
Conference code: 9121073540

Agenda

1:30 PM – 2 PM Welcome and Introductions, and Project Manager Opening Remarks

2 PM- 3 PM Task by Task Work Plan Discussion (Scope of Work Attached)

Things to think about for Work Plan Discussion:

- What outcomes do you expect/anticipate from each task?
- What resources can you provide the study team to help each task be complete and successful?
- What advice do you have for the team on methodology/approach for this task?

3:00 PM – 3:30 PM Wrap-up and Next Steps

SCOPE OF WORK

CONSULTANT SERVICES

FOR

YUMA COUNTY RAIL CORRIDOR STUDY

Released by:

**Yuma Metropolitan Planning Organization
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**September 2011
Yuma Metropolitan Planning Organization**

Public Notice

Request for Proposals

Yuma County Rail Corridor Study

1. Background

The Yuma areas Cooperative, Comprehensive, and Continuing (3C) Transportation Planning Program is conducted by the Yuma Metropolitan Planning Organization (YMPO) through the authorization and support of the cities of Yuma, San Luis, Somerton, Yuma County, the Town of Wellton, the Cocopah Indian Tribe, the Arizona Department of Transportation (ADOT), in cooperation with Winterhaven, California, the Quechan Indian Tribe, Arizona Department of Environmental Quality (ADEQ), California Department of Transportation (Caltrans), Imperial County Transportation Commission, and federal agencies including, but not limited to the U.S. Department of Transportation (USDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and U.S. Environmental Protection Agency (EPA).

The purpose of the YMPO's Transportation Planning Program is to assure that multimodal transportation, air quality planning, and implementation of projects are effectively identified and coordinated by local, state, federal agencies, and the general public.

YMPO is requesting proposals from qualified freight and logistics transportation consultants for a Rail Corridor Study that will examine freight and multimodal logistic opportunities for the Yuma Region. The project will be completed in a maximum of twelve months from the date of notice to proceed at a cost not to exceed \$250,000.

This project's overall goal is to recommend a feasible rail corridor, identify opportunities for freight-related economic development, increased mobility and access for freight movements throughout the study area. Within this overall goal are the following objectives:

1. Identify a multimodal corridor to create an efficient and safe freight transportation network that will provide regional connections between Sonora Mexico and Yuma County creating a seamless freight network that will promote and support economic development throughout the region.
2. Review and analyze data, findings and conclusions from the 2010 MAG Freight Transportation Framework Study and the Arizona Multimodal Logistics Complex Analysis to provide a commodity flow summary that will identify existing and future freight movements by commodity, origin and destination, mode, volume and value, including, but not limited to, freight flows from the Ports of Los Angeles and Long Beach, California; Port of Guaymas, Sonora; and the proposed deep sea port of Punta Colonet, Baja California. The summary will also identify economic trends and forecasts that would affect the study area.
3. Identify border rail crossing opportunities that will accommodate anticipated freight flows from the proposed Punta Colonet Port and or other US/Mexico freight interests to the Yuma Region.

4. Describe the range of funding sources and opportunities that may be available, both today and in the future, to help implement the recommended corridor. Then summarize the project-level funding analysis and financing plan for the corridor using those sources deemed most viable by the project's stakeholders.
5. Consult and work with the project stakeholders. A Technical Advisory Committee (TAC) will be created to oversee the project development. The TAC will consist of, but not be limited to, representatives from local agencies and project stakeholders. Agency and stakeholder consultation will be a critical continuous element of the study. A comprehensive consultation/public involvement plan will be required.

2. Preliminary scope of services

YMPO has developed the following preliminary scope of services for developing the rail corridor study. Interested consultants are requested to submit a work program using this preliminary scope of services as a basis for their proposal. Consultants are encouraged to modify the work program tasks as appropriate to facilitate delivery of the study. If the work program tasks are modified from the following preliminary scope, the consultant is asked to provide a task correlation table for reference purposes by YMPO.

During the course of this study, YMPO will coordinate with the Consultant on project meetings with stakeholders and affected interest groups. A meeting log will be a project deliverable by the Consultant. It is anticipated that the Consultant will provide summaries for all meetings in their attendance, and receive from YMPO staff summaries for other project meetings.

A. Task 1 - Work Plan

Study Work Plan

Upon award of the contract and in cooperation with the Technical Advisory Committee (TAC) a detailed study work plan will be developed and provided by the consultant as the initial task of the study effort. The work plan will include:

- Detailed scope of services to conduct an alternative analysis for a rail line corridor study
- Identify feasible geographic locations for multimodal logistic facilities
- Identify short line rail opportunities
- Schedule with milestone dates for both the technical study efforts and the TAC and stakeholder involvement activities – the overall schedule for this study is 12 months
- Strategies to ensure public involvement, coordination among study partners and other key stakeholders, as well as participation of these parties with the work plan and with the implementation of the study's recommendations

Kickoff Meeting

Immediately upon receiving notice to proceed, the consultant shall coordinate with the YMPO Project Manager to schedule and conduct a project kickoff meeting that will involve the TAC. The purpose of the kickoff meeting is to present the draft study work plan and receive input and direction from the TAC members on the plan and its various tasks and elements. A summary of data collection and a responsibility matrix should be presented at the meeting. Following the study kickoff meeting, the consultant will finalize and submit the final version of the study work plan, based on the comments and direction received. Upon approval of the study work plan by the YMPO Project Manager, the consultant will immediately commence the overall study effort.

Deliverable: Working Paper #1 – Study Work Plan

Task 2 - Establish Public Involvement Plan

Stakeholder involvement in the study is essential for its development and success. Consensus is needed from the stakeholders on the rail line corridor location that is determined and also on the process used to make this determination. The stakeholder involvement process must be started upon the notice to proceed and continue throughout the full duration of the study. The purpose of stakeholder involvement activities is to keep the stakeholders informed on the current status of the study, its ongoing activities, pertinent findings, responding to inquiries and questions, securing concurrence in the process used to conduct the study, to gain consensus for the rail line corridor location, and to be overall transparent.

The consultant is to develop a comprehensive stakeholder involvement plan that will accomplish the stated purpose. The consultant is to provide details on a recommended stakeholder involvement plan in the work plan proposal. The use of traditional/nontraditional outreach and current technologies is needed to facilitate the dialogue and consensus building process. The consultant team is also expected to be able to effectively employ conflict resolution techniques to arrive at consensus. The use of experienced and qualified facilitators is a key element of this task.

The consultant shall develop an implementation plan for public involvement that will foster the participation of key stakeholders and citizens. Public involvement activities may include, but are not limited to, the following:

- Consultation with elected officials.
- Consultation with tribal officials.
- Meetings with the public.
- Meetings with agency staff representing jurisdictions within the study area.
- Meetings with developers, freight carriers, or other focus groups.
- Meetings with Mexico SCT, SLRC, and SUDIR officials

For each of the study's work tasks, identify appropriate outreach activities and a detailed strategy

for their implementation. Identify the roles and responsibilities of the consultant, lead agency, and study partners, and indicate how the information acquired during each activity will be applied to the study. Four public meetings shall be conducted to present information to the stakeholders/public. The consultant will be responsible for documenting the findings that result from public involvement events in one or more public involvement summaries.

The consultant will also be responsible for the following:

- Prepare slide shows (e.g., power point) and all presentation boards and handouts for public involvement meetings.
- Prepare a newsletter for distribution by mail before the public meetings, as well as for distribution at the meetings; review and approval by the Project Manager is required before mailing. YMPO will advertise the public meetings through the appropriate County and local City's media and Yuma Sun. Public meeting flyers will be printed and mailed by YMPO (approximately 100 flyers per meeting).
- Prepare and issue a press releases; the Project Manager will coordinate the press releases.
- Document the public involvement process in a summary report. This will include the press releases distributed prior to the meetings, mailing lists, comments received at the meeting, and associated responses to each comment.
- Provide public involvement meetings summary reports to the TAC.

Deliverable: Working Paper #2 – Public Involvement Plan and Public Involvement Summaries

B. Task 3 - Current and Future Conditions:

Current conditions that have any affect or impact on potential rail corridors and alignments within the study area are to be researched, evaluated and presented. Forecasts need to be made for future rail and freight traffic and other related activities. Future conditions that have any affect or impact on potential rail corridors will need to be evaluated and presented.

Data Collection and Compilation

All relevant background information, documents, data, and previous studies shall be gathered compiled, reviewed, analyzed, and pertinent findings presented in the current conditions section. Documents and information should include any rail alignments previously identified, area transportation plans, environmental reports, current study area data, aerial photography, and GIS mapping and database information. Stakeholders shall be contacted to request them to provide any relevant information, data, and documents to assist in this effort. The most current/recent data shall be used for this study.

Current Conditions

The current conditions section is to present the information, features, factors, limitations and issues within the study area that would have any affect or impact on the location of potential rail corridors. This review will include, but not be limited to:

- Land ownership
- Local agency land use plans
- Agricultural
- Geographical features
- Environmental assets/concerns
- Developments
- Multimodal Transportation Improvements
- Utilities
- Structures
- Applicable rail standards
- Border POE requirements
- Freight volumes and commodity mix
- Review federal, state, regional and local policies as they relate to freight transportation
- Analysis of commodity flow from other existing ports
- Analysis of alternate rail routes from Mexico or existing ports and potential Punta Colonet opportunities
- Analysis of existing rail (roadway network and connections) for north and south of the border

Rail and Freight Forecasts

The consultant is to coordinate closely with the Union Pacific Railroad, Ferromex, and project stakeholders to examine or identify current rail use/activity, and the anticipated future rail use activities affecting the study area. The consultant needs to research, obtain and report on available freight and commodity mix forecasts for the planning period.

Using data findings from the 2010 MAG Freight Transportation Framework Study, provide a commodity flow summary that will document existing freight movements by commodity, mode, volume, and value. The summary will also include, but not limited to, freight flows from the Port of Guaymas, Mexico, and develop and evaluate the anticipated freight forecast for the proposed port of Punta Colonet. This task will also summarize economic trends and forecasts that would impact the study area and recommend in detail opportunities that could enhance freight related economic development opportunities in the study area. This information will be critical for the sizing of the rail facilities needed which will in turn influence the right of way needs and possibly the location of the rail line corridor and multimodal logistic opportunities.

Future Conditions

Using the rail and freight forecasts, and considering the conditions present, the consultant is to assess and report on the expected future conditions that will exist in the study area that will influence, impact and affect the potential rail line corridors. In addition to the same criteria

reported on for current conditions, it is anticipated that the following will also be addressed in the future conditions section:

- Future commercial/industrial development
- Change in future land use with the proposed rail line in place
- Opportunities for economic development
- Opportunities for short rail line for import/export
- Potential changes in homeland security
- Potential builders, owners, and operators of the rail line
- Facilities and infrastructure needed to meet demand

With the knowledge of both current and future conditions affecting and impacting the proposed rail line, identify infrastructure requirements for both the initial construction and for the 30 year planning horizon. Determine the general right of way needs for the long range plan. Facilities and infrastructure needs will include, at a minimum, the following:

- Rail line(s)
- Rail connection areas
- Required sidings (for inspection and other purposes)
- Port of Entry facilities
- Supporting utilities and other infrastructure

Deliverable: Working Paper #3 – Current and Future Conditions

C. Task 4 - Alternatives Analysis

Alternative Route Location Identification

Review any rail alignments that may have been identified in previous studies and develop any new rail alignments that may be required

Reconnaissance level field inspection – A field inspection is to be conducted for all alignments proposed for analysis. Photographic and/or video documentation of the alignments shall be made during the field inspection and given to the YMPO. The YMPO Project Manager is to be invited to accompany the consultant team for the field inspection.

Alternative Route Definition

For each rail alignment proposed for further study, provide a specific summary definition of the route featuring a location map, length, and commentary on features encountered such as number of road crossings by type, terrain, major waterways/washes crossed, including an environmental overview. The TAC shall approve each alternative rail alignment proposed before the consultant is to proceed with the evaluation.

Evaluation Criteria

Identify the evaluation criteria to be used for the alternatives analysis. Provide a specific definition and measurement technique for each criterion proposed. In addition, the weighting of each criterion should also be proposed and justified.

The TAC shall approve the set of evaluation criteria, and weighting, to be used for the alternatives analysis before the consultant is to proceed with the evaluation.

Alternatives Analysis.

Analyze each alternative rail alignment using the approved evaluation criteria and weight. The analysis should also include the following:

- Environmental Overview – The identified corridors should be assessed to determine environmental concerns such as existing development, protected species, cultural resources, roadways, etc. This effort is to be coordinated with local, tribal, state, and federal agencies as necessary, and Mexico SCT, SLRC, and SUDIR officials
- Corridor evaluation – The corridors should be examined for any physical characteristics that may present challenges for vertical and horizontal alignments, excessive structure needs, at-grade and grade separated roadway crossings, etc.
- Rail operations overview – Existing and projected rail operations should be considered in the assessment to determine requirements for capacity along the rail line and for support facilities needed for maintenance access, staging, storage, switching, and interchange.
- Port of Entry needs – Each alternative should have an assessment and overview of the required facilities and associated infrastructure for the security, safety, inspections, gate structure, and related processing needs for the international border crossing.
- Multimodal Logistics Center - Identify a geographic location and or locations of such a facility using recommendations from the Arizona Multimodal Logistics Complex Analysis and identify any new logistic opportunities that the corridor alternative analysis may recommend.

Preferred Corridor

One of the results of the alternatives analysis will be a ranking of the alternative rail line corridors based on the evaluation criteria.. Based on the detailed analysis conducted, the consultant shall recommend the preferred rail alignment or the no build scenario with the rationale for the recommendation. The alternative analysis recommendations are to be reviewed in detail with the TAC for their approval and presented to the stakeholders

Deliverable: Working Paper #4 – Alternatives Analysis

Task 5 - Economic Impact Analysis

Perform a conceptual level impact analysis to determine economic benefits. Economic impacts can be defined as the effects on the level of economic activity in a given area. Typically, economic impact analysis involves the estimation of three types of spending/production activity:

- Direct effects - the changes in local business activity occurring as a direct consequence of companies located in the logistics parks, including all construction activities.
- Indirect effects - the result of purchases by local firms that are the direct suppliers to the directly affected companies.
- Induced effects - changes in the local business activity resulting from personal household spending for goods and services, including employees of directly and indirectly affected businesses.

Deliverable Report covering summary of findings

D. Task 6 - Final Report and Executive Summary

Based on the technically sound methodologies used in the tasks and with the consideration of the TAC, stakeholders, and public input, develop rail corridor recommendations and multimodal logistics opportunities for the study area.

The consultant will address the review comments made and directions given by the TAC members and will finalize the report and recommendations. A final version of the document will be submitted to the YMPO project manager for final review/approval and presented to the YMPO Executive Board.

Document the study and its final recommendations in a final report and in an executive summary.

An executive summary in the form of a refined rail corridor concept brochure is to be prepared and provided that can be used to explain the concept, promote its need and purpose, and possibly for marketing and economic development purposes. The consultant will provide the YMPO project manager with 20 bound copies of the full report with Executive Summary, plus 20 additional copies of the Executive Summary, 200 printed copies of the brochure (brochures will not be required for the no-build), 20 copies in DVD optical disc storage media format containing the final report, executive summary, and the brochures suitable for additional printing by YMPO.

Public involvement summaries, GIS maps and related data used throughout the study process will be supplied to YMPO.

Deliverable Final Report & Executive Summary