

Date: November 26, 2007
To: Safe Sound and Green Streets Stakeholder Committee
From: Safe Sound and Green Streets Technical Advisory Committee
Re: Recommendations to Stakeholder Committee

In July, the Safe, Sound and Green Streets (SSGS) Stakeholder Committee requested the formation of a SSGS Technical Advisory Committee to achieve the following goals:

1. To identify opportunities for collaboration between city agencies and private sector projects
2. To ensure that work in the right of way is coordinated and that we minimize future street work following repaving

This committee is comprised of representatives from Transportation, Environmental Services, Water, Planning, Police, Portland Development Commission, Port of Portland, Parks, Office of Neighborhood Involvement, ODOT, TriMet, Portland General Electric, Pacific Power, Northwest Natural, and Qwest.

Over the last two months, our committee has met and identified numerous opportunities for collaboration and coordination on possible SSGS projects. In addition to identifying ways to ensure the effectiveness of the program, we have identified a number of ways to use this collaboration to improve existing efforts. Our recommendations are summarized in this memo.

RECOMMENDATIONS

Project Coordination and Collaboration

- **Recommendation One:** *Formation of an ongoing SSGS Technical Advisory Committee (SSGS TAC)* – The existing SSGS TAC should continue to meet twice annually to review the following four topic areas: 1) Overall Project Coordination and Collaboration; 2) Green Practices; 3) Public Outreach/Notification; and, 4) Utility Issues. The TAC should be staffed by the PDOT staff. The feedback of the TAC will be incorporated in the PDOT staff's annual report to the SSGS Independent Oversight Committee.

- **Recommendation Two:** The City should re-charter the short-term CIP operational coordination and longer-term CIP planning work Groups – There was a general consensus that the City’s short-term CIP coordination and longer-term CIP planning processes could be strengthened to ensure the optimal coordination of City capital projects. Rather than creating a stand-alone function just for the SSGS, the TAC recommends that these existing two functions be enhanced to coordinate with other capital projects. Until these existing structures are enhanced, the SSGS TAC recommends that the PDOT staff and individual project managers (to be specified) be charged with ensuring this coordination/collaboration occurs. We also recommend that the current Citywide System Plan development efforts be used to strengthen this partnership.

- **Recommendation Three:** The SSGS Program will use SSGS funds to leverage existing revenues. The TAC has identified the following funding sources that can be used in collaboration with proposed SSGS project funds to enhance existing projects: Federal and State Transportation Grants, Systems Development Charge, Potential Halo LID, BES stormwater management, BES/Water maintenance. We have identified maps and project lists that will be useful to the PDOT staff in developing a project schedule. The following are some examples of potential leverage/partnership opportunities:
 1. Over 50% of SDC projects have opportunities for collaboration/leverage with SSGS Projects (Over \$53 million dollars in leverage/collaboration)
 2. There is both the potential and the interest to use SDC, Halo LID, BES stormwater management, and SSGS revenue to facilitate pedestrian and bike facilities on deficient arterials

Green Practices / Projects –

- **Recommendation Four:** The City should establish a programmatic structure that ensures the effective and efficient delivery of the sidewalk/pathways on arterials, pedestrian/bicycle safety corridors, and the safe routes to school program –Green street activities appear to be one of the most promising areas for collaboration we have identified. We have some concern about the City’s current ability to deliver these projects with the existing distribution of these activities between Transportation, BES, and Water. There was a general consensus that meeting the green practices with the sidewalk/pathways on arterials projects, the pedestrian/bicycle safety corridor projects, and the safe routes to school projects will require real or virtual teams that will be responsible for developing the policy, design standards, and

implementation processes required to effectively and efficiently deliver these services.

- **Recommendation Five:** The SSGS project should broaden the scope of the definition of green practices to ensure the identification of more opportunities for collaboration – BES staff provided the committee with a detailed summary of green activities that have not always been included. Examples of these projects include: culvert replacement; green streets; street trees; and utility pipe rehabilitation and replacement. Expanding the projects under evaluation for collaboration increases the opportunity to save resources and improve customer service by partnering on contracting, notification, and traffic mitigation.

Public Outreach / Notification of Work in the Right-of-Way –

- **Recommendation Six:** The City should develop an on-site and on-vehicle sign program to notify the public of disruption in the use of the transportation system – Due to concerns with the cost and ineffectiveness of traditional notification techniques, we recommend that the SSGS project develop a “branded” on-site and on-vehicle notification process for communicating disruptions in services. This on-site and on-vehicle signing should also identify contractors who are working on the Safe, Sound and Green Streets projects.
- **Recommendation Seven:** The City should develop a short communication tool for paving projects to ensure that businesses and neighborhoods are notified of disruptions on arterials and that the City has identified opportunities to efficiently incorporate low-cost operational changes that can be included with the project – In the public outreach, over the last two months, SSGS staff were repeatedly asked to develop a process that would ensure that the City had adequately reviewed opportunities for signage and striping changes prior to completing pavement rehabilitation projects. We recommend that the PDOT staff develop a template that describes the proposed project. A copy of this document would be provided to the business and neighborhood associations for their review. Notification of work done in the right of way can also be coordinated with the PDC and also tied to the district liaison program.
- **Recommendation Eight:** The PDOT staff should work with existing bureaus to make sure that the “Business Construction Facilitation Strategy” works well with other construction coordination efforts – Although we are very supportive of the goal of this effort, we want to ensure that the efforts made are consistent with other notification and outreach projects that are taking place in other parts of the city.

Support for existing businesses during construction could include signage, printed and electronic communications, coordination of construction schedules around sales events and access plans. We acknowledge that this effort will require staff time and budget allocations if the strategy will be realized.

Utility Issues –

- **Recommendation Nine:** *The PDOT staff should include a summary of utility cut coordination and process improvement efforts in the annual report to the SSGS Independent Oversight Committee* – We have a number of concerns with the existing coordination and communication regarding City utility cut standards and processes. Specifically, both public and private utilities expressed concern with communication regarding manhole covers. In addition, there is a lack of communication with the public regarding how the process works and what they should do if they see patch failures. Therefore, we suggest that it would be productive to re-charter the group that used to address these issues.

Over the last few months the City has received hundreds of general and specific recommendations on how the City can more effectively implement the SSGS program. Where possible, we have incorporated these comments into this memo.

Thanks for the opportunity to provide you with feedback on how best to implement the Safe, Sound and Green Street efforts. Please let Jamie Waltz know if you have any questions or suggestions. It is the TAC's assumption that if the funding commitments are realized, the TAC recommendations will be incorporated into the SSGS Program.