XCAP CONCEPTUAL WORKPLAN

Adopted in principle by the XCAP on October 30, 2019

QUALITIES OF EXCELLENCE IN TRANSPORTATION DESIGN

Satisfies Stakeholder Purpose & Need

Project is Safe for Users & Community

Project is in Harmony with the Community

Exceeds Expectations & Achieves Excellence

Efficient & Effective Use of Resources

Community Maintained During Design & Build
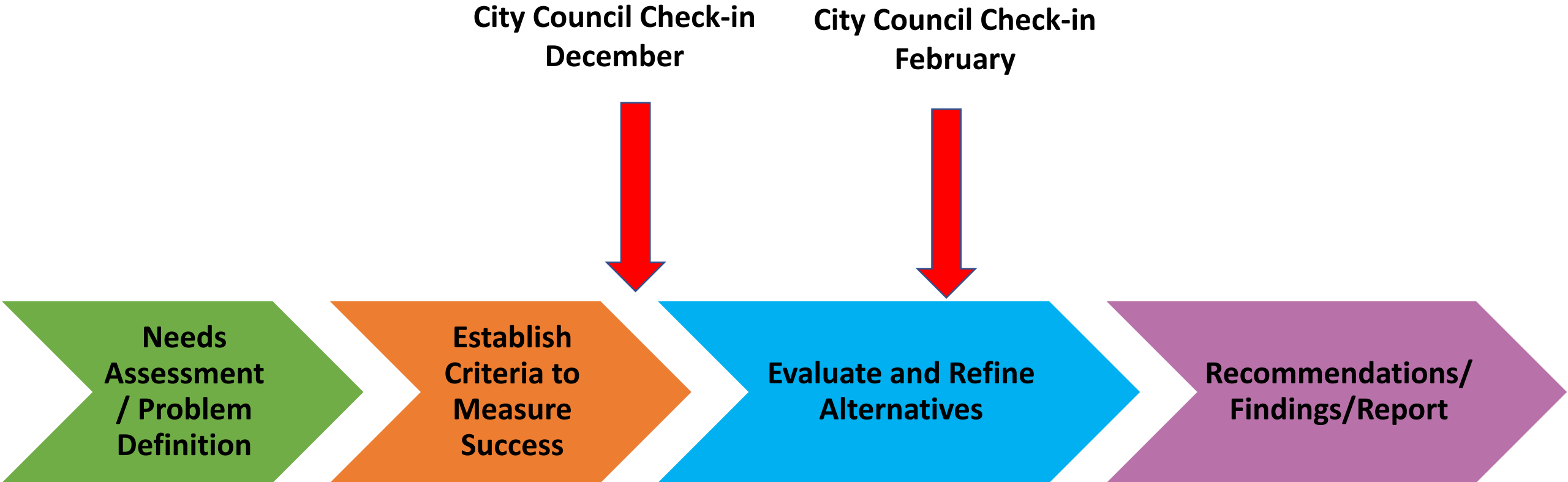
Project Adds Lasting Value to the Community

What have we learned?

- We now have visuals of alternatives with more data

- Improved understanding of Alma's and El Camino Real's relationship to the crossings

- Acknowledgement and improved understanding that a relationship exists between Churchill and Embarcadero

- Existing conditions (Creeks, existing underpasses) limit design flexibility
    - "cookie-cutter" options are hard without design exemptions or loosening of key assumptions

- New Grade Separations can induce traffic – care must be taken to adjust accordingly

- New ideas/iterations have come forward

- XCAP Members report:
    - neighbors and business community know little to nothing about the project
    - still many who don't understand the need for Grade Separations.

- Engaged Community Members are activated and contributing; but the business community is less informed

- We are still missing key info to make recommendations (more on this later)
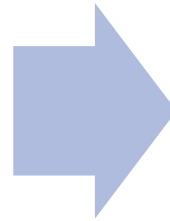
Problem Definition and Criteria

Needs Assessment / Problem Definition

- Current conditions (Builds on previous data / reports and lessons learned)
- Broad-based problem statement reflecting all aspects of community context and values
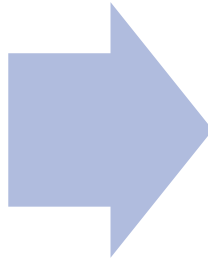- **Does not offer a solution**

Evaluation Criteria / Measures of Success

- Council needs clear and credible recommendations
- Builds on the adopted Council Criteria
- Criteria should be based on the defined problem
- Uses existing metrics from City Plans/Reports
- Will be presented to City Council for approval

Evaluation and Report
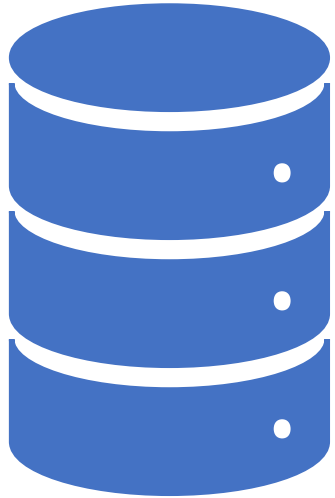
Evaluate and Refine Alternatives

- Alternatives Assessment based on evaluation criteria reflective of the context, problem definition and evaluation criteria.

Finalize Evaluation/Documentation

- Results of measuring alternatives against defined measures of success
- If complete consensus is not possible, describe minority concerns in alignment with the XCAP Guiding Principles process
- If complete analysis is not possible, clearly describe remaining work and risks

Updates Needed - Will Leverage Previous Work

- Previous work was before Caltrain had a clear Service Vision

- Updates needed:
  - **Needs Assessment / Problem Statement** (Aug 2017) - different consultant, different council and no CAP input
  - **Criteria** adopted in Sept 2018 (not measurable and does not include updated understanding of issues)

- Holistic review of existing data can be used to develop measurable criteria
  - Leverage existing data, lessons learned and group domain expertise
  - Comp Plan, Rail Corridor Study and previous work and community input has valuable data and guidance

- XCAP would provide Council with update and seek endorsement of next steps

How XCAP can improve efficiency

- Short timeframe means creativity and teamwork needed to be efficient
- Need to migrate existing data from PowerPoint to Reports
- To fill in the gaps - use ad-hoc groups (2-3 people) to synthesize questions by domain and form rubric for future report
- Ad-hoc groups would leverage internal/external domain expertise and institutional memory of group (and community!)
- Possible "Working Groups:"
  - Safety - Fire/Police, means restrictions
  - Water – Creeks, Ground Water/Pumping
  - Circulation and PAUSD – multimodal, truck routes, network circulation including El Camino, construction impacts, property impacts to businesses, and thinking about PAUSD's trucks, buses, and Safe Routes
  - Caltrain – Technical and Electrification/Business Plan
  - Property Impacts - process, land acquisition
  - Existing Policies – Comp Plan, Rail Corridor Report
- Domain Reports would contain assumptions and form basis of recommendations. The group volunteers will decide what questions they want to ask and discuss.

What would XCAP members need to do?

- Participate in 1-2 working groups

- If you have a domain expertise – please volunteer for that group

- Objective of group – Create a list of questions we need answered or the data missing to make recommendations

- Groups should ideally have both original CAP and new XCAP members to help retain institutional knowledge

- Keep in mind, Caltrain corridor is evolving. What contextual info should be included if the report if read by policy/decision makers 5, 10 or 20 years from now?

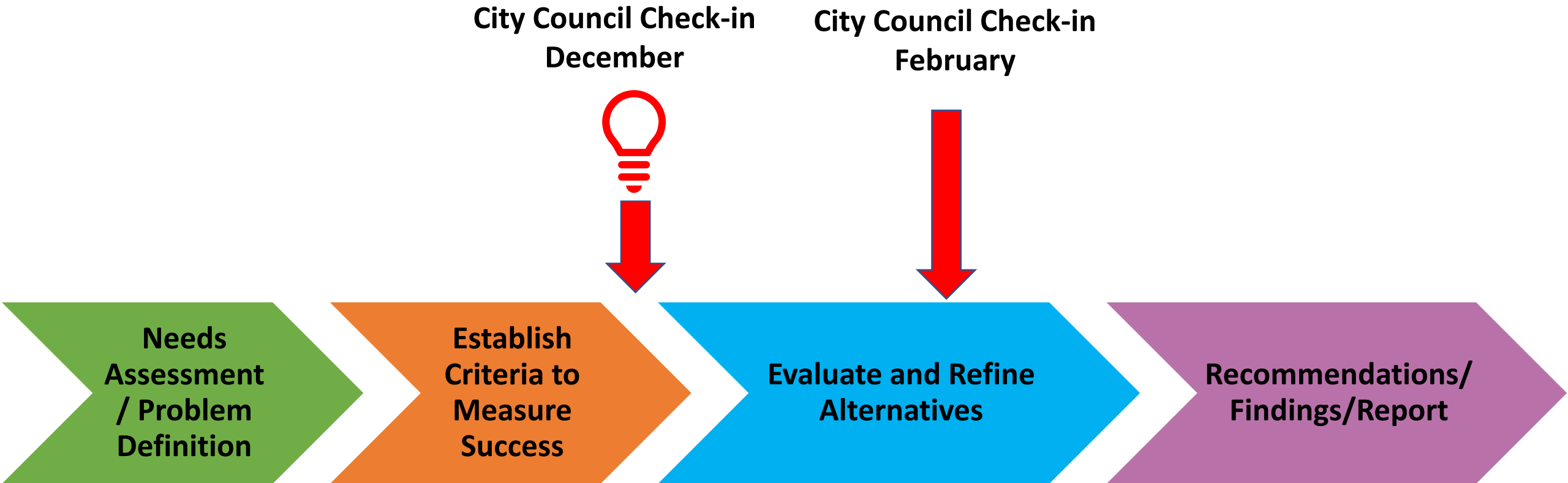- Complete rubric questions (ideally) by last November meeting: date TBD

What about New Ideas?

- **Some new iterations of alternatives have already come forward**
- **How do we want to vet new ideas/iterations?**
- If XCAP decides new ideas or iterations warrant a closer look, bring to City Council in December for consideration
- **Only ideas that receive City Council authorization will be studied further**
- Significant costs may be associated with additional work
- Recommendations for further study should be made judiciously

Proposal for XCAP Approval

Do we want to:

❑ Update Needs Assessment and Problem Statement

❑ Review existing policies to refine Evaluation Criteria

❑ Use ad-hoc groups to quickly synthesize outstanding questions

❑ Screen new iterations/ideas for alternatives

Check-in with City Council tentatively 12/9/2019

If XCAP approves to process outlined in previous slide, then at December meeting, Council would:

- Endorse Needs Assessment, Problem Statement and Evaluation Criteria and provide additional feedback

- Review any XCAP recommendations for new iterations/alternatives

- Provide feedback on pending questions / any missing technical data, etc.

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Summary of Oct. 30 XCAP Edits to this Workplan

The XCAP discussed the draft workplan at its Oct. 30, 2019 special meeting and adopted the workplan in principle, not verse. The changes discussed at the Oct. 30th meeting are included in this workplan and summarized below.

- On slide 3, the following changes were made: deleted a sentence about this being a "messy process;" Added El Camino Real to the 2nd bullet point; changed "loosing" to "loosening" in 4th bullet point; Added reference to businesses in 7th bullet point; and Added reference to businesses in 8th bullet point.

- On slide 5, the following change was made: deleted the sentence about the expected outcomes in the "Needs Assessment" box.

- On slide 6, the following change was made: added reference to the Guiding Principles process in the "Finalize Evaluation/Documentation" box.

- On slide 8, the following changes were made: changed "ad-hoc groups" to "Working Groups;" merged the PAUSD and Traffic lines together and changed the name to "Circulation" with an updated description; and Added note that the working groups can decide what they want to discuss and ask.

- On slide 9, the following change was made: changed reference of ad-hoc group to "Working Group"

- Deleted "Let's Discuss!" slide and 10/28/19 references throughout PowerPoint.