

SONOMA COUNTY QUIET ZONE COORDINATION AND ENGINEERING SERVICES

SCOPE OF WORK

Sonoma County is requesting that RailPros provide Engineering and Coordination Support Services to assist in preparing documentation related to a proposed County Corridor Quiet Zone.

Several cities in the County previously established Quiet Zones along the SMART corridor. The County, in coordination with the local cities and SMART, is looking to establish two new County Corridor Quiet Zones, one County Quiet Zone encompassing the county crossing between Windsor and Santa Rosa and a new multijurisdictional County Corridor Quiet Zone South of Santa Rosa to supersede the existing city Quiet Zones in order to incorporate additional county and private grade crossing(s) along the corridor south of Santa Rosa (including 19 crossings in Sonoma County, Rohnert Park, Cotati, and Petaluma). The County is requesting that RailPros provide coordination and engineering services to assist in developing and coordinating Quiet Zone documentation and notices for implementation and establishment of the two new Quiet Zones.

RailPros is pleased to provide this proposal for quiet zone services outlined below. These tasks may be implemented together or phased at the County's discretion.

Task 1 – Quiet Zone Feasibility

The primary activities include collecting and reviewing documentation provided by the County, local cities, and railroad for preparing the Quiet Zone calculations to determine Quiet Zone feasibility.

RailPros will coordinate with the County to obtain pertinent data, including agency provided traffic and train counts, previous Quiet Zone documentation, FRA Inventory Sheets, FRA Accident History, SMART, County, and City As-built/design documents and other related information. We will review the data and prepare calculations based on the data and the current crossing conditions provided by the City for the proposed Quiet Zone corridors. Calculations are assumed to incorporate existing Supplemental Safety Measures implemented by SMART. These details will be presented to the County for review and feedback followed by presentation to stakeholders for their input as part of Task 2.

The anticipated scope of services includes the following tasks and activities:

- Project Management and Project Controls
- Participate in general coordination with the Project Team, County
- Collect and review existing project documents, including:
 - SMART and other Existing project documents, if any
 - FRA Grade Crossing Inventories
 - FRA Accident History
 - Other FRA, County, Railroad data
- Prepare Draft High Level Concept Quiet Zone Calculations based on existing SSMs:
 - Northern Quiet Zone (4 crossings)
 - Southern Quiet Zone (19 Crossings)

Task 1 Deliverables:

- Project Meeting Minutes
- Draft Quiet Zone Calculations:
 - Northern Quiet Zone (4 crossings)
 - Southern Quiet Zone (19 Crossings)

Task 1 Meetings:

- Up to 2 coordination/conference Meetings (Virtual)

Task 2 – Stakeholder Coordination and Initial Quiet Zone Notices

The primary activities include performing stakeholder coordination, including holding stakeholder site diagnostic meetings, developing minutes, developing initial Quiet Zone Notices of Intent (NOI) and responding to stakeholder comments.

The anticipated scope of services includes the following tasks and activities:

- Project Management and Project Controls
- Participate in meetings and Coordination with the Project Team, County, Coordinate Stakeholder review and feedback
- Hold Stakeholder Diagnostic Meeting and Workshop and develop meeting minutes
 - Hold diagnostic meeting in the field with stakeholders
 - Prepare draft meeting minutes for stakeholder review and feedback
 - Coordinate stakeholder comments and feedback
 - Finalize meeting minutes (Diagnostic Team Report)
- Quiet Zone Notice of Intent and coordinate County and stakeholder review and feedback
Includes:
 - Preliminary establishment methodology
 - Draft Quiet Zone calculations
- Coordinate comments and develop a response to stakeholder comments with County input (60-day comment period)

Task 2 Deliverables:

- Diagnostic Draft and Final Minutes
- Northern Quiet Zone NOI (4 crossings - electronic files only for County to submit via Certified Mail with Return Receipt Requested)
- Southern Quiet Zone NOI (19 crossings electronic files only for County to submit via Certified Mail with Return Receipt Requested)
- NOI Response to comments

Task 2 Meetings:

- Up to 2 coordination conference calls/meetings (Virtual)
- Up to 1 Stakeholder Site Diagnostic Meeting at County

Task 3 – Pre-Establishment Site Walk Through and Quiet Zone Establishment

The primary activities include developing Quiet Zone Notice of Establishment (NOE) documents.

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The anticipated scope of services includes the following tasks and activities:

- Project Management and Project Controls
- Develop and coordinate Quiet Zone Notice of Establishment (NOE) documents for County and Stakeholder review and feedback, including

Task 3 Deliverables:

- Northern Quiet Zone NOE (4 crossings - electronic files only for County to submit via Certified Mail with Return Receipt Requested)
- Southern Quiet Zone NOE (19 crossings electronic files only for County to submit via Certified Mail with Return Receipt Requested)

Task 3 Meetings:

- Up to 2 coordination conference calls/meetings (Virtual)

Assumptions

1. It is assumed that the SMART Project developed crossing improvements, including SSMs for Quiet Zone implementation at all crossings, or most crossings and that these were used by the respective cities to establish their Quiet Zones. It is also assumed that similar SSMs were implemented at all County or other project crossings that are not currently included in a Quiet Zone. The County Corridor Quiet Zones will be established using SSMs and the related FRA calculations and methodology for Quiet Zone establishment. No ASM Calculations or ASM Applications are included in this scope of work. If ASMs and related calculations, applications or documentation are required, the scope and fee estimate can be amended in coordination with the County.
2. Project crossings were recently improved by SMART and/or local agency projects and Quiet Zones were recently established based on those improvements in cities along the corridor. It is assumed that these improvements are still intact and in place and no new or other design developments or crossing modifications are included. It is also assumed that FRA inventory sheets are current and accurate and that there are no pending changes, updates or Quiet Zone recertifications or affirmations outstanding or required. If these are required, they will be handled by the respective agencies or can be added to an amended scope and fee in coordination with the County.
3. FRA inventory pre and post construction condition documents, SSMs and other details or documents used for implementation for City Quiet Zones will be provided for use in the County Corridor Quiet Zone documents and no updates are required or included.
4. Quiet Zone signage will be installed by County/Cities per current MUTCD requirements. No additional design or signage exhibits are included. If required, additional support can be provided with County approval or revised scope/fee.
5. A pre-diagnostic meeting or conference is not included. If a pre-diagnostic meeting is required it will be held at the County office immediately preceding the field diagnostic meeting, combining team efforts into a single meeting. No other site visits, investigation or site meeting participation is included. If a pre-establishment site walk is required, County will participate with FRA and other stakeholders, or RailPros may participate with County approval for additional support.
6. Total meeting, coordination and participation hours are per the fee breakdown. If additional coordination is required, or the schedule exceeds 10 months, additional scope and fee may be

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required to complete or continue services. Coordination with various agencies, including railroads, can be significant for this type of project and stakeholder review periods and requirements are outside of RailPros control. If additional coordination or meetings are required these can be provided with County authorization.

7. Based on initial review of SMART crossing design plans it is assumed that proposed SMART crossing modifications and improvements may be sufficient to identify SSMs and qualify for a County Corridor Quiet Zones. Qualification of SSMs or unanticipated ASMs may be contingent upon stakeholder/FRA review and approval. Stakeholders may recommend that additional modifications be implemented to qualify for the Quiet Zone or to address crossing safety. No design support is currently included, however if design of additional modifications are required these can be provided with County approval.
8. It is assumed that the FRA will require a new or revised NOI documents for the County Corridor Quiet Zone(s).
9. CPUC GO 88-B and Form G documentation are not anticipated or included in this scope of work. If these are identified as necessary to implement the Quiet Zone these services can be included under a separate scope or revision. As noted above, additional crossing modifications are not anticipated or included. If additional modifications are required, these may need to be captured in design plans and in the CPUC document and may require additional effort to complete.
10. Up to 1 in person site visit with the Project Team (for diagnostic meeting) is included.
11. The FRA may require all cities and/or The County to complete a periodic update of all quiet zone crossings prior to or as a part of establishing the County Corridor Quiet Zone. These updates are anticipated to be handled separately by the respective organizations and are not included in this scope. It is possible that during site investigation/meetings potential deficiencies may be identified in the field and may need to be addressed or remedied prior to implementation of County Corridor Quiet Zone(s). these will be handled by the respective agencies or with approval of additional support by County.
12. The County will provide copies of all existing data, plans, documentation, and any other pertinent information related to the crossings to RailPros.
13. Evaluations, reviews, findings, quiet zone calculations, exhibits, and recommendations are conceptual in nature and are subject to change.
14. Design, survey, ROW engineering, utility research, subsurface investigation and other site work are not included or anticipated in this phase of work.
15. We assume that SMART or cities have performed queuing analysis, or other studies near the crossings, and that their plans meet current design standards and requirements for FRA, CPUC, CAMUTCD, address known safety concerns, and are acceptable to stakeholders. Detailed design of crossings is not included as part of this scope.
16. Rights of Entry, temporary construction easements, utility crossings or associated easements, licenses or agreements or other agreements with SMART and flagging support have not been identified and are also not anticipated in RailPros scope of work.
17. County may be required to enter into agreement(s) with the railroad prior to engaging with them for reviews and site diagnostics and other coordination if one is not already in place.

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18. Exhibits and layouts and ROW information will be provided by the county and/or adapted/extracted from project documentation provided by the County/SMART.
19. Other services not defined herein may be provided under a separate scope of work or an amendment approved by the County.
20. Documents, submittals, plans etc., will be submitted in electronic format, where possible, to reduce costs. No postage, reproduction, delivery or other related development costs are included. County will reproduce and submit all required notice via certified mail with return receipt requested.
21. Meetings and coordination will be held via conference call, where possible, to reduce costs.

Fee

Tasks will be performed on a Time and Materials basis, billed monthly, in accordance with contract requirements. Tasks will be performed by RailPros based on the fee estimate in Attachment 1.





Sonoma County Corridor Quiet Zone Feasibility, Implementation, Coordination and Engineering Services

RailPros, Inc.				
Project Manager / Sr. Engineer	Deputy PM/Engineer	Civil Designer	RailPros Total Hours	RailPros Total Cost

Task Descriptions		\$295.45	\$248.80	\$127.51		
Task 1	Quiet Zone Feasibility					
1	Quiet Zone Feasibility Subtotal	26	24	44	94	19,263
1.1	Project Management and Project Controls	4	4		8	\$2,177
1.2	Coordination and Meetings	10	4	4	18	\$4,460
1.3	Data Collection and Review	8	8	20	36	\$6,904
1.4	Quiet Zone Calculations	4	8	20	32	\$5,722
Task 2	Stakeholder Coordination and Quiet Zone Notices					
2	Stakeholder Coordination and Quiet Zone Notices Subtotal	48	32	30	110	\$25,969
2.1	Project Management and Project Controls	6	4		10	\$2,768
2.2	Coordination and Meetings	10	4	4	18	\$4,460
2.3	Stakeholder Diagnostic and Minutes	20	4	4	28	\$7,414
2.4	Prepare and Coordinate Quiet Zone NOI	8	12	18	38	\$7,644
2.5	Coordinate and respond to Stakeholder NOI comments	4	8	4	16	\$3,682
Task 3	Pre-Establishment Site Walk Through and Quiet Zone Establishment					
3	Pre-Establishment Site Walk Through and Quiet Zone Establishment Subtotal	18	22	20	60	\$13,342
3.1	Project Management and Project Controls	4	2		6	\$1,679
3.2	Coordination and Meetings	10	4	4	18	\$4,460
3.3	Prepare and coordinate NOE with calculations and exhibits	4	16	16	36	\$7,203

92	78	94		
\$ 27,181	\$ 19,406	\$ 11,986	264 Hours	\$58,574
			ODC's	\$1,400
			Total	\$59,974

RailPros Other Direct Costs (ODC's)	
Printing, Production, and Postage	\$ -
Travel, Lodging, etc. (up to 1 site visit)	\$ 1,400.00
Total	\$ 1,400.00