

Salem Heights Avenue S. Street Refinement Plan

Scope of Work

Proposed Goal Statement

Develop a plan for Salem Heights Avenue S that:

1. Improves the safety and utility of Salem Height Avenue S for all users
2. Reflects existing character of the neighborhood
3. Results in one or a series of projects that can be adopted into the Salem Transportation System Plan and implemented as resources are available.

Task 1: Project Management

- Prepare project schedule
- Maintain all project files and related materials
- Coordinate participation between departments and citizen groups
- Schedule meetings
- Establish and maintain project website
- Assemble Project Advisory Committee (PAC) comprised of:
 - Residents (3-5)
 - SWAN NA member (1)
 - South Salem Connect (1)
 - Salem Heights ES
 - Candalaria ES

Deliverables:

- Project Schedule
- Project website

Task 2: Project Meetings

- 3 PAC Meetings
 - Kickoff/Goal Statement/Existing Conditions
 - Evaluation criteria/review preliminary concepts
 - Refine concepts and make recommendations (possibly 2 meetings)
- 1 Public Open House to participate in “Refine Alternatives” process (to take place prior to third PAC meeting)

Deliverables:

- Meeting agendas, minutes, and related materials

Task 3: Existing Conditions

- Review existing street cross section
- Review relevant background documents, including:
 - Salem Transportation System Plan
 - Commercial-Vista Corridor Plan

- Traffic Counts
 - Field Observations
 - GIS Data, including existing ROW, utilities, contours, street lights, crash data
 - Land uses – including destinations within study area (e.g. parks, schools, shopping)
- Develop story map summarizing existing conditions

Deliverables:

- Existing Conditions Story Map

Task 4: Develop Alternatives

- Develop alternative street designs based on feedback gathered in Task 2 and conditions observed in Task 3

Deliverables:

- Street Design Alternatives Memo

Task 5: Refine Alternatives

- Analyze alternatives developed in Task 4
- Rank potential alternatives

Deliverables:

- Ranking of Potential Alternatives Memo

Task 6: Plan

- Compile findings from Tasks 2-5 into a draft and final report
- Identify amendments needed to Salem TSP

Deliverables:

- Salem Heights Ave. S Street Refinement Plan