



Quiet Zone Study for DMATS Area
Anderson Bogert Project No. 222053

Exhibit A
Amendment No. 1-Scope of Services

Public Involvement

Additional public involvement will be completed by the Consultant for the City of Dubuque related to the City's crossings located within the quiet zone study limits. 12 of the 14 crossings (2 are owned by CN and CPKC Railroad) are included in the public involvement:

- Mines of Spain Road
- Jones Street
- E. 5th Street
- E. 7th Street
- E. 9th Street/Kerper Boulevard
- E. 11th Street
- E. 12th Street
- E. 14th Street
- E. 15th Street
- E. 16th Street
- Hawthorne Street
- Lincoln Avenue

Public involvement services will include the following and are expected to be more or less completed in the order as listed:

1. 15th Street Crossing Closure Public Involvement. 15th Street is a likely candidate for a full street closure at the CPKC crossing and is being discussed with CPKC Railroad. Public Involvement will be completed by City staff which will include mailing a press release to nearby residents and businesses along 15th Street from approximately Jackson Street to Sycamore Street. In addition, the City will create an online comment form and press release to be posted on the City's website and social media platforms. Comments will be responded to by City staff. The Consultant will be available to assist with responding to comments at the request of the City.
2. Public Education: The Consultant will work with the City's Communications Specialist to develop a public education plan for the proposed quiet zone. The plan is expected to include:
 - a. General Press Release. Explain what a quiet zone is and what the benefits are to the general public and businesses. Explain expected increase in train volumes on CPKC Railroad. Informational links to FRA documents such as the FRA Locomotive Horn Sounding and Quiet Zone Establishment Fact Sheet can be included. Include the overview exhibit that shows the proposed quiet zone limits and crossings. To be posted by the City on the platform(s) of their choice (City website or social media). The Consultant will provide the general material to the City for the City to create the press release.
 - b. Online Poll: Assist the City in developing poll questions to gauge support. Poll to be posted by the City on the platform(s) of their choice (City website and/or social media).

- c. Online Comment Form: Assist the City in developing an online comment form to be posted by the City on the platform(s) of their choice (City website and/or social media).
3. Letter to Stakeholders adjacent to the crossings included in the proposed quiet zones. Similar to the general press release, information will be included explaining what a quiet zone is and the benefits of a quiet zone. Included in the letter will be a link to the online poll and online comment form. Also included with the letter:
 - a. Overview exhibit that shows the proposed quiet zone limits and crossings.
 - b. Concept that illustrates the proposed improvements at the crossing adjacent to the identified stakeholder.

Letters are expected to be sent to the known property owner mailing addresses and/or the business address of the physical location in case this is a tenant. Letters will not be mailed to public entities such as the City of Dubuque or Iowa DOT. City staff will be responsible for pulling addresses and assembling and mailing the packets. Potential impacted stakeholders are noted below.

- Mines of Spain Road (2 stakeholders)
 - Jones Street (2 stakeholders)
 - E. 5th Street (0 stakeholders)
 - E. 7th Street (4 stakeholders)
 - E. 9th Street/Kerper Blvd. (1 stakeholder)
 - E. 11th Street (1 stakeholder)
 - E. 12th Street (4 stakeholders)
 - E. 14th Street (4 stakeholders)
 - E. 15th Street (2 stakeholders)
 - E. 16th Street (3 stakeholders)
 - Hawthorne Street (3 stakeholders)
 - Lincoln Avenue (1 stakeholder)
4. Follow up coordination with stakeholders. Coordination could include a combination of emails, phone calls and on-site meetings to explain the proposed improvements and the quiet zone. For budget purposes, the following are assumed:
 - a. Up to 14 hours of Engineer VI time for emails, phone calls, and/or virtual meetings. This assumes approximately 30 minutes per stakeholder.
 - b. Up to 30 hours of Engineer VI time and 30 hours of Engineer IV time for meeting on-site with stakeholders that desire to hold an on-site meeting to discuss the proposed improvements. This assumes a 5-hour meeting per crossing. Assumes one meeting can be organized per crossing for all impacted stakeholders to attend.
 5. Summary of Public Involvement Feedback. The Consultant will provide a technical memo summarizing the results of the public involvement. This information will be presented by City staff to the City Council along with the recommended improvements at each railroad crossing. Depending on feedback received and if requested by City staff, the Consultant will attend the council meeting to answer any technical questions. If needed, the Consultant will prepare a PowerPoint presentation and present the information.

CRISI Grant Application Assistance

The Client intends to submit an application for the Consolidated Rail Infrastructure and Safety Improvement Program (CRISI) to partially or fully fund the necessary safety improvements to establish a quiet zone. This is a federal grant administered through the US Department of Transportation Federal Rail Administration (FRA). One of the application requirements is to include a Benefit-Cost Analysis. The

scope of services will include completing a Benefit-Cost Analysis for all the crossings included in Quiet Zone Groups CP-2, CN-2, and BNSF within the Cities of Dubuque and East Dubuque, preparing a benefit-cost narrative, and assisting with review of the grant application. The "Benefit-Cost Analysis Guidance for Discretionary Grant Programs" published by the US DOT will be followed and a US DOT Benefit-Cost Analysis Spreadsheet Template will be utilized by Consultant.

Based on review of this guide, safety benefits and property value improvements related to noise pollution are the likely measurable benefits that can be included in the analysis. The safety benefits of many of these improvements are documented in the Crash Modification Factors Clearinghouse. This database will be reviewed for the applicable crash modification factors to be applied for each of the proposed safety improvements. Accident reports will be downloaded for each crossing and the data will be input into the benefit-cost spreadsheet.

Properties affected by noise pollution will be selected based on FRA sound propagation models and studies identifying effects of noise pollution on property values. GIS data will be obtained for affected properties to identify current assessment values, evaluate assessment trends, estimate the future value of properties affected by noise pollution, and compute a monetized property value benefit that will be realized with completion of the proposed quiet zone.

Costs will also be evaluated and included in the analysis. High level cost estimates for the safety improvements were previously prepared. Additional details such as property acquisition, engineering, and construction observation/administration costs will be added to these cost estimates as suggested by the Guide using typical percentages for labor tasks such as engineering. Property acquisition will be reviewed at each crossing for an approximate area to be used in the calculation along with a typical negotiation cost.

The benefit-cost analysis will be completed for the quiet zone using the improvement option selected by the Client for each crossing. The summation of individual benefits and costs for each crossing will be tabulated and added to the aforementioned monetized property value benefit using the US DOT Benefit-Cost Analysis Spreadsheet Template to calculate one overall project benefit-cost ratio.

The Consultant will provide a benefit-cost narrative that follows the submission guidelines of the US DOT FRA Benefit-Cost Analysis Guidance for Rail Projects to explain and support the computation of the project benefit-cost ratio. The benefit-cost narrative and supporting computational workbooks will be provided to the grant writer for inclusion with submittal of the CRISI grant application. Some minor coordination with the grant writer is expected and it is anticipated that the grant writer may desire to complete final formatting to obtain a uniform application appearance.

The Client will be responsible for preparing the CRISI grant application and project narrative, however, in addition to providing the benefit-cost narrative, the Consultant will review the CRISI grant application narrative and provide technical information as needed to support the application.

Exhibit B
Fee Proposal

Public Involvement.....	\$9,076.00
CRISI Grant Application Assistance.....	\$24,836.00
Amendment No. 1 Amount (Not to Exceed).....	\$33,912.00
Original Contract Amount	\$115,636.00
Amended Contract Amount (Not to Exceed)	\$149,548.00

The Client will be invoiced for the hours charged per employee classification shown “Rates for Professional Services” included with the original contract with a Total Not to Exceed Amount as shown.

The City of Dubuque will be responsible for 100% payment of Public Involvement Items listed in this amendment. CRISI Grant Application Assistance fees will be prorated between the City of Dubuque and the City of East Dubuque based on the number of crossings in each jurisdiction. Invoices will reflect this breakdown.

Amendment No. 1 share of fee per jurisdiction.

Task	Unit	City of Dubuque	City of East Dubuque	Subtotal
Public Involvement	Intersections	12	0	12
	Share of Task	100%	0%	100%
	Fee	\$9,076.00	\$0	\$9,076.00
CRISI Grant App Assistance	Intersections	12	5	17
	Share of Task	70.59%	29.41%	100%
	Fee	\$17,531.29	\$7,304.71	\$25,624
Amendment No. 1 Fee Total		\$26,607.29	\$7,304.71	\$33,912.00

Exhibit C
Schedule

Work will commence upon receipt of notice to proceed.

Task	Completion By
15 th Street Closure Public Involvement Feedback to City	4/26/2024
QZ Public Involvement Feedback Technical Memorandum to City	5/10/2024
City Council Meeting Presentation	5/20/2024
B/C Analysis and Narrative	5/24/2024
Review of CRISI Application and Project Narrative	5/28/2024