

# FOSZ PLANNING AND IMPLEMENTATION PROCESS

The City should adopt a NEPA-like process to finalize all changes to trail networks within the Foothills Open Space system by creating area-specific Project Implementation Plans (PIPs). The primary goal for each PIP is to establish a more formal process through which Public Lands can thoughtfully implement trail rehabilitation, development, and access projects. It is expected that Public Lands, upon determining the need for specific projects, will initiate the PIP in partnership with other entities or land managers (such as the USFS) as appropriate. Each PIP will document the materials gathered and considered in establishing a specific project(s) within a single Foothills Open Space Zone (FOSZ).

**Project Implementation Planning** is comprised of three phases – Planning, Design and Implementation, each with multiple steps. Each phase is described here.



## PHASE 1: PLANNING

### Planning Process

#### Initiating the Project

- Define purpose, need & scope
- Review existing trails plan
- Review the pre-NEPA level environmental and cultural review document
- Initiate dialogue with key stakeholders

#### Baseline Area Review

- Begin dialogue with the land manager and/or owner regarding purpose, need and potential changes
- Team site visit to define trail use and type, restoration and/or closure needs, new alignments if necessary, and improvements to parking, trailhead access, signage or other amenities

### STEP 1: PROJECT INITIATION

During this step, it is essential to clearly define the primary objectives, requirements, purpose, and need for projects within a specific FOSZ. Public Lands will consider the recommendations from the 2020 Foothills Plan, including desired system connections, access points, trail and user characteristics, restoration goals, and land management priorities. Additionally, Public Lands will consider the recommendations for each FOSZ in this document and may seek additional relevant information such as natural resource data, wayfinding plans, surveys, and trail count data. This information will inform core project objectives and requirements. If necessary, Public Lands may seek outside expertise on trail planning, land surveying, engineering, costing, environmental resource identification, or other relevant information. The information considered in this step will be captured in a document that describes the project, establishes its core objectives, and outlines any specific requirements that must be met through the implementation process.

### STEP 2: BASELINE AREA REVIEW AND DOCUMENTATION

Public Lands will review the existing pre-NEPA level environmental and cultural review document to identify limitations or areas to avoid. Depending on the level of effort required in Step 1 to define the core objectives and requirements of the project, Public Lands might require more information to establish and document the existing conditions within the planned project area. This could involve a more detailed assessment of crucial ecological, land use, access, or cultural/archaeological concerns in the FOSZ. This could also require additional field data collection, surveying, or legal review. Public Lands may also engage external experts to conduct these reviews. Public Lands will compile the information gathered during this step.

## PHASE 2: DESIGN

### Design Process

#### Site Design

- Design of alternative concepts alignments, restoration or closure areas
- NEPA level, site-specific environmental and cultural review of the area identified in the design
- Coordination with the land manager and/or owner for approval of design
- Information sharing with Key Stakeholders and the Public
- Finalize Design and FOSZ-specific Maintenance and Operations Plan

#### STEP 3: ALTERNATIVES DEVELOPMENT

Public Lands will consider proposed alignments, restoration, and closure alternatives based on the project objectives, baseline assessment, and requirements for partner land management agencies. If alternatives are prepared, conceptual plans depicting alignments, access points, general specifications, etc. will be developed. Public Lands will inform Key Stakeholders to gain input on the potential alternatives and inform Public Land's selection of a preferred alternative.

#### STEP 4: PREFERRED ALTERNATIVE

Based on its review of the project(s), input from the public and Key Stakeholders, and other considerations, Public Lands will select and document its preferred alternative.

#### STEP 5A: PRELIMINARY DESIGN

Public Lands will review the preferred alternative at a site visit along with other relevant partners. Public Lands may elect to retain the services of an outside trail expert, engineer, natural resource specialist, or other party to participate in this site review of the preferred concept before initiating preliminary design

work. Public Lands may elect to issue a Request for Proposal (RFP) associated with the development of preliminary design plans. Public Lands will monitor and review the development of preliminary engineering designs associated with the project(s). Preliminary design plans will be suitable for project costing.

#### STEP 5B: LANDOWNER AND LEGAL REVIEW

Public Lands will be responsible for overseeing necessary land ownership or property legal review related to the project(s). If required, Public Lands may choose to engage external legal counsel or surveying services to support the development of the preliminary design plans.

#### STEP 5C: ENVIRONMENTAL REVIEW AND PERMITTING

When planning projects on lands managed by the USFS, Public Lands will consult with the USFS and complete any necessary environmental reviews under the National Environmental Policy Act (NEPA).

#### STEP 5D: NEPA PUBLIC ENGAGEMENT

Public Lands will engage in and respond to USFS public engagement requirements as part of NEPA environmental reviews.

#### STEP 5E: FINAL DESIGN

Upon final approval of Public Lands and following the issuance of any required permits, Public Lands will oversee the development of a final engineering design package encompassing all approved project(s). Public Lands may elect to issue a Request for Proposal (RFP) associated with the development of final design plans.

#### STEP 6: FINALIZE AREA-SPECIFIC MAINTENANCE AND OPERATIONS PLAN

Public Lands will establish a detailed approach to routine inspections, repairs, enhancements, and the protection of sensitive ecosystems in the FOSZ.

## PHASE 3: IMPLEMENTATION

### Implementation Process

#### Implementation

- Finalize construction budget and specifications
- Advertise to contractors
- Inform site users and adjacent residents
- Permitting, construction and inspection

#### STEP 7: BIDDING AND CONTRACT

Public Lands will prepare and oversee the bidding and contract process for the construction of all project components. The bid process will conform to appropriate Salt Lake City procurement requirements. Following the completion of the bid process, Public Lands will provide its final approval and authorization to proceed.

#### STEP 8: CONSTRUCTION PROCESS

Public Lands will inform the public about construction using its existing communication channels and field signage. It will monitor and oversee the construction process with the chosen contractor. Following the completion of the project, Public Lands will review the work and discuss any feedback or guidance that might inform future decision-making.