

Quick-Build Guidance

Expanded guidance for Quick-Build projects funded through the Active Transportation Program (ATP).

Note: This is an Infrastructure Project Type that is a pilot as part of ATP Cycle 5.

Definition:

Quick-Build: Quick-Build projects are interim capital improvement projects that further the goals of the ATP. These projects do require minor construction activities but are built with durable, low to moderate cost materials, and last from one year to five years. These projects have moderate design flexibility to anticipate some adjustments that may occur. The purpose of a Quick-Build project is to immediately implement safety needs, allowing a community to benefit quickly from improvements made, and allowing the people of a community affected by the project to provide input and test the project improvements before they are permanently constructed. Keystone

Quick-Build projects are distinguished from temporary demonstration projects by the types of materials used and a longer study duration. However, unlike traditional capital projects, Quick-Build projects can be adjusted; they can be changed based on community input and further technical analysis over time. If the Quick-Build project is successful, it can later be made permanent. If it is not successful, it can be easily deconstructed. Quick-Build projects are intended to remain in place until capital upgrades are possible. All Quick-Build projects are expected to collect data to inform the approach for the project.

Please note, Quick-Build projects are distinctly different from Demonstration projects. Demonstration projects are considered Non-Infrastructure, typically last one day to one month in duration, and should use the Non-Infrastructure application type. To read more about this type of project, please refer to the [NI Guidance Appendix B: Open Streets and Demonstration Project References](#).

Community Engagement

Community engagement is an essential component of a Quick-Build project and there are a variety of ways that community partners can be engaged throughout the planning and design process. Considerations for outreach and engagement should include local business owners, advocacy organizations, daily commuters and transit users, religious organizations, community leaders, and most importantly, the community residents. The best outcome will be found in reaching out early and often to ensure that residents and community members are educated, informed, and engaged throughout the entire process. Citizen advisory committees or other core team considerations might be advantageous to ensure equitable and diverse representation of the community. Some examples of best practices for ensuring residents have access to information include newsletters, social media, posters and flyers, public workshops, project websites, established community events, and door-to-door engagement.

Throughout the Quick Build process the agency should also be collecting responses on how to improve the project to best fit the community's needs. Any surveys, public comments, or input should be documented and used to help guide the process.

One tool available through the [Active Transportation Resource Center \(ATRC\)](#) is the [SafeTREC Street Story](#) tool. This tool is a community engagement tool available to use that allows residents, community groups, and agencies to collect information about transportation collisions, near-misses, general hazards, and safe locations to travel. Street Story is free to use and publicly available.

Evaluation:

Evaluation of Quick-Build projects require various criteria that will be reviewed and evaluated by the Commission. These criteria will include an evaluation of elements such as determining the need of the project, community engagement evidence and future plans for engagement, how the effectiveness of the project will be measured, interagency support, project readiness, and more. To view the full evaluation measures, please see Appendix D of the [CTC Active Transportation Program Guidelines](#).

Reporting Requirements:

Quick-Build projects must adhere to reporting requirements set forth in the ATP guidelines. Funded Quick-Build projects will be required to attach a new layout plan with each report that is submitted. Quick-Build projects are not required to submit reports in CalSMART, however, more frequent reports and updates must be submitted. Instructions on what to report on, where and when to submit reports will be provided to successful Quick-Build project applicants.

Delivery and Timely Use of Funds:

Quick-Build projects must adhere to the Timely Use of Funds requirements set forth in the ATP guidelines. Construction allocations are valid for award for six months from the date of allocation unless the Commission approves an extension. If the Quick-Build project is performed in-house, the allocation date becomes the award date. After award of the contract, the implementing agency has up to 36 months to complete (accept) the contract. At the time of construction (CON) fund allocation, the implementing agency may request, and the Commission may approve extending the deadline for completion of work and the liquidation of funds if necessary, to accommodate the proposed expenditure plan for the project. In summation, Quick-Build projects will receive 36 months to complete at the time of CON allocation. If time beyond 36 months is needed, the implementing agency may request up to 24 months of additional time and would need to provide adequate justification at the time of CON allocation.

Environmental Clearance:

- Agencies will request a Construction (CON) allocation for this project type and CEQA certification will be submitted with the Construction allocation request. Quick-Build projects are state-only funded.

Scope Changes:

- Quick-Build scope changes are meant to be quick, flexible, and approved administratively through Caltrans Headquarters. Agencies' plans may initially provide various configurations upfront (i.e. Plan A, B, C, etc.) that the implementing agency plans to install and study.
 - Transitions from one configuration to another will be treated as design modifications and Caltrans Headquarters must be notified.
 - Districts 1, 2, 3, 4, 5, and 10 contact [Desiree Fox](#)

- Districts 6, 7, 8, 9, 11, 12 contact [Teresa McWilliam](#)
- Major deviations from initial proposed configurations may trigger a major or minor scope change.
 - Minor scope changes are approved through CTC Staff and major scope changes are approved through Commission meetings. Agencies should utilize [Form 22-D: Request for Scope Change](#).

Example Quick-Build Materials:

Barrier Elements

- Raised lane separator (purchased per unit)
- High performance delineator post (purchased per unit)
- K-71 delineator post (purchased per unit)
- Concrete Jersey Barrier; K-Rail concrete barrier (type K), portable) (purchased per linear foot)
- Armadillos (purchased per unit)
 - Also known as cycle lane delineators or zebra lane delineators
- Concrete buttons (purchased per unit)
- Parking stops (plastic, rubber, or concrete) (purchased per unit)
- Portable/temporary planters with plants and small or medium trees (each individual piece purchased per unit)
 - Galvanized steel planters
 - Large polymer plastic planters
 - Self-watering planters
- Barricades (purchased per linear foot per unit)

Surface Treatments

- MUTCD Contractor Stencil (purchased per square foot)
- Acrylic asphalt paint (purchased per square foot)
- Pigment polymer cement (purchased per square foot)
- Street bond pavement coating (purchased per square foot)
- (Preformed) Thermoplastic (purchased per strip of linear feet, symbols purchased per square foot)
- Thermoplastic tape
- Epoxy gravel (purchased per square foot)

Street Furniture

- City bench

Signs

- Official traffic signs (purchased per unit)
- Wayfinding signs (purchased per unit)

Helpful References for Quick-Build:

- Tactical Urbanist's Guides: Tactical Urbanism Materials and Design Guide:
<http://tacticalurbanismguide.com/>
- People for Bikes: A Nine Step Recipe for Fast Flexible Changes to City Streets:
<https://bit.ly/QuickBuildsReport>
- People for Bikes: Quick-Build for Better Streets:
https://b.3cdn.net/bikes/675cdae66d727f8833_kzm6ikutu.pdf
- Strong Towns: These Resources will Help You Host a Pop-Up Traffic Calming Demonstration in Your Town: <https://www.strongtowns.org/journal/2017/4/10/use-these-resources-to-host-a-pop-up-traffic-calming-demonstration>
- Manual on Uniform Traffic Control Devices: https://mutcd.fhwa.dot.gov/kno_2009r1r2.htm
- Urban Street Design Guide - Interim Design Strategies: <https://nacto.org/publication/urban-street-design-guide/interim-design-strategies/>
- NACTO Urban Bikeway Design Guide:
http://www.ocpcrpa.org/docs/projects/bikeped/NACTO_Urban_Bikeway_Design_Guide.pdf
- Quick-Builds for Better Streets: A New Project Delivery Model for U.S. Cities:
https://b.3cdn.net/bikes/675cdae66d727f8833_kzm6ikutu.pdf