

To: James L. App, City Manager
From: Robert A. Lata, Community Development Director
Subject: Airport Road Alignment Study
Date: April 1, 2003

Needs: For the City Council to consider and authorize distribution of a Request for Proposals to hire a qualified engineer to prepare an alignment study for Airport Road in the vicinity of Highway 46 East.

Facts:

1. At the June 4, 2002 meeting, the City Council authorized preparation of a Request for Proposals (RFP) for an engineering study regarding the manner in which Airport Road will intersect with Highway 46 East. The purpose of this staff report is to present the RFP before it is sent to qualified engineers.
2. As previously reported, although the alignment of Airport Road south of Union Road is being studied through the Chandler Ranch Area Specific Plan, there are no studies underway to determine the design of the intersection of Airport Road and Highway 46 East and related components north of Union Road.
3. Uncertainty about the location and design of the future intersection of Airport Road with Highway 46 East has impacts on a number of projects, both north and south of Highway 46 East.
4. In conjunction with the Chandler Ranch General Plan Amendment and Rezone that was considered and denied by the City Council in 2000, the City Council certified an Environmental Impact Report regarding the Chandler Ranch property. In that EIR, the consultants projected a need for Chandler Ranch related traffic to access Highway 46 East at Airport Road (recognizing that the current Union Road / Highway 46 East intersection is inadequate to handle a significant increase in traffic).
5. The current Chandler Ranch Area Specific Plan will confirm how soon development of the Chandler Ranch will trigger the need for connecting to Highway 46 East. It is, however, expected that the owners of the Chandler Ranch and nearby properties will desire to proceed with development once the specific plan is complete, and the uncertainty over the intersection with Highway 46 East will become a significant impediment to orderly development.
6. Uncertainty over the intersection design also impacts properties directly north and south of Highway 46 East. Specifically, the owner of property between Union Road and Highway 46 East desires to proceed with development. If the City knew the precise alignment of Airport Road, the City could seek dedication in coordination with private development. Similarly, on the north side of

Highway 46 East, there is a pending hotel project that has questions regarding the alignment of Airport Road and its intersection with Highway 46 East.

7. In 2001 the City Council called for a “Plan Line” to be prepared for the intersection of Airport Road and Highway 46 East. The preparation of a plan line has not proceeded because of limited staff resources. Further, the issues involved in the intersection study go beyond what can be addressed in a plan line.

**Analysis
and
Conclusion:**

The intersection of Airport Road and Highway 46 East is important to pending projects located both north and south of Highway 46 East. The sooner plans for the intersection can be realized, the better the property owners can plan for the orderly development of the area.

Factors that would need to be considered in planning the intersection of Airport Road and Highway 46 East:

- The current intersection of Airport Road with Highway 46 East is located west of what would appear to be a logical intersection location.
- The City and nearby property owners need a confirmation of the future location of the intersection in order to establish what needs to be dedicated for the future roadway.
- For Airport Road to extend north from the Chandler property to Highway 46 East the street will need to bridge the Huer Huero Creek.
- Caltrans approval will be needed for any intersection design.
- It is anticipated that a signalized intersection would eventually be replaced by a grade-separated interchange at that location, but that would probably be decades away.

The complexities of the issues, particularly in terms of obtaining the necessary approvals from Caltrans, necessitate obtaining experienced engineering assistance.

If the City distributes Requests for Proposals (RFP) at this time, the City can begin the long process of determining the future location of the intersection and seeking Caltrans approval for the necessary improvements.

At the same time as the City circulates an RFP, staff can work with the City Attorney to determine the options for having the costs of the engineering study paid for by the benefiting property owners.

Issuance of the RFP does not commit the City to funding the engineering study, but would be a substantial step toward removing the uncertainty regarding the subject intersection. Elimination of that uncertainty would be in the best interests of both the City and property owners in the immediate area.

Policy

Reference: General Plan Circulation Element; Requirement for Chandler Ranch Area Specific Plan; City Council direction to prepare a Plan Line for Airport Road in the vicinity of Highway 46 East.

Fiscal

Impact: Funding the described engineering study would be the subject of a separate consideration by the City Council, along with discussion regarding how the costs can be allocated to the benefiting property owners.

Options:

- a. Authorize staff to distribute an RFP to hire a qualified engineer to prepare a project program and preliminary design for the intersection of Airport Road and Highway 46 East, including a bridge over the Huer Huero Creek and obtaining Caltrans approval for a signalized intersection as an interim improvement at that location. The scope of work would include a methodology for allocating the costs of the study to benefiting property owners.
- b. Amend, modify or reject the foregoing options.

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REQUEST FOR PROPOSALS
AIRPORT ROAD / HIGHWAY 46 EAST
INTERSECTION ALIGNMENT STUDY

A. Introduction / Background Information:

The City of Paso Robles is requesting proposals to prepare an Intersection Alignment Study for the proposed intersection of Airport Road (APR) and Highway 46 East (H46E). The study would analyze alternatives, provide a preliminary design for a signalized intersection, anticipate potential design for a grade-separated interchange as a possible long-term configuration for the intersection, estimate costs for the signalized intersection and Huer Huero bridge crossing and related improvements, and establish a detailed work program for obtaining Caltrans approval of a signalized intersection.

APR currently intersects H46E on the north side of the highway. APR does not now intersect H46E from the south side, but the alignment of APR south of H46E is being anticipated in conjunction with the 840 acre Chandler Ranch Area Specific Plan. APR is reflected in the City's General Plan as a north-south aligned Arterial Street that would cross H46E. An orientation map is attached.

B. Scope of Work:

The City is seeking a qualified civil engineer / firm to assist with an analysis of options for the future intersection of APR and H46E, and developing a detailed work program to integrate all of the elements necessary to construct a signalized intersection. Consistent with the City's General Plan and discussions with Caltrans regarding the future of the H46E corridor, it is recognized that a signalized intersection may be an interim design solution, with the longer-term plan perhaps being a grade separated interchange.

Components of the study / factors to consider include:

- a. The current alignment of APR north of H46E has substandard curves for an arterial street. The study needs to evaluate the option of straightening out the alignment of APR into a north – south arterial street designed in a manner consistent with adopted City plans and specifications. A straightening of APR would lead to relocating the current intersection eastward to accommodate that new alignment.
- b. South of H46E, the study needs to identify the most appropriate / feasible point of planning the future alignment of APR for an intersection with H46E.
- c. The City's General Plan (Circulation Element) envisions that there may eventually be a grade-separated interchange where APR intersects with H46E.

- d. Until construction of a grade separated interchange becomes necessary and economically feasible, traffic signalization would seem the most logical and reasonable means of vehicular control at the proposed intersection of APR and H46E.
- e. In addition to providing a preliminary design for the signalized intersection and related improvements, the study needs to prepare a conceptual design for a future interchange as a basis for making land use decisions.
- f. The study needs to present an effective process / work program through which signalization can get approved by Caltrans as an interim measure until it is feasible to construct an interchange.
- g. South of Highway 46 East, APR would need to cross the path of the Huer Huero Creek. A preliminary design for a bridge over the creek is needed.
- h. South of the Huer Huero Creek, Airport Road would intersect with Union Road. Union Road is another arterial street. A preliminary design for the intersection is also needed.
- i. The study also needs to consider the relationship to and potential implications of other improvements that were envisioned in the H46E Corridor Study which has been prepared by Omni-Means under contract to the San Luis Obispo Council of Governments (SLOCOG). These included but are not limited to the possible linkage of Mill Road to Airport Road, and the potential timing of the closure of the current intersection of Union Road and H46 E located west of APR.
- j. Preliminary cost estimates would be required for all improvements north of Union Road, and these estimates need to be coordinated with work being performed by Rincon Consultants in conjunction with the Chandler Ranch Area Specific Plan. The intent is not to duplicate work being done by Rincon, and also to ensure that there is a consistent approach to cost estimates and the preliminary design for any infrastructure anticipated through the Chandler Ranch Area Specific Plan.
- k. The consultant will also be required to identify the beneficiaries of the proposed improvements with the intent of allocating the cost of both the study and the signalization and bridge improvements.
- l. It is the City's intent to recover the cost of the study, and also the cost of any intersection and bridge improvements through the fee schedule being established for the Chandler Ranch Area Specific Plan and through charges to other benefited property owners.

- m. Computer modeling option: the consultant is requested to provide the cost of developing a 3-dimensional traffic flow model for up three (3) design options. This would be a separate scope of work option for Council consideration.

B. Submittal Deadline

Six (6) copies of Consultant proposals must be received by the Director of Community Development no later than May 1, 2003. Proposals must be delivered or mailed to:

City of Paso Robles, Community Development Director
1000 Spring Street, Paso Robles, CA 93446

C. Role of State Agencies:

The study needs to lay the groundwork for preparation of a signalized intersection design and related improvements plan that can be approved by the California Department of Transportation. The preliminary design parameters for a possible grade separated interchange also needs to be in a form that would dovetail into subsequent planning documents that could be approved by Caltrans.

Therefore, the study needs to meet Caltrans requirements for project implementation in terms of both form and content.

Preliminary design for the Huer Huero bridge needs to include consultation with and consideration of the California Department of Fish and Game and any other applicable State or Federal agencies.

D. Role of Local Agencies:

A Project Development Team (PDT), composed of City staff representatives. The consultant should, in the context of the proposal, identify any other agencies who should be represented at the PDT meetings. It would be the responsibility of the consultant to coordinate the participation of any other agencies.

E. Existing Information:

1. The General Plan (Land Use and Circulation Elements) of Paso Robles, 1991 and as subsequently amended (including the 2000 Circulation Element up-date).
2. The Environmental Impact Report that was prepared in conjunction with adoption of the 1991 General Plan Up-Date.
3. Zoning Map and Zoning Code, City of Paso Robles

4. City Land Use Inventory information for the subject area
5. The most currently available traffic counts for the subject area.
6. The most recent environmental studies and land use alternatives for the Chandler Ranch Area Specific Plan.
7. The most recent alternatives for the update of the City's General Plan.

F. Design and Land Use Parameters:

1. The design of signalized intersection improvements and of a potential future grade separated interchange needs to take into account both existing and potential development patterns both north and south of H46E. The intent is to enhance traffic safety and at the same time minimize impacts on private property and minimize costs for the City of Paso Robles.
2. The study needs to provide clear graphic illustrations of alternatives and the proposed design for both interim and potential long-term improvements and their relationships to property ownership and improvement patterns in the immediate area.
3. In reviewing the beneficiaries of the improvements, consideration needs to be given to the relative benefit of properties both north and south of H46E. Whereas connection to H46E from the south is essential and necessary for development of the properties within the specific plan area, it is anticipated that the intersection improvements would create some degree of benefit to properties located north of H46E and there should be a proportionate financial burden borne by those properties.
4. The consultant's responsibility will be to identify proportional responsibilities for the costs of the study and for the anticipated improvements north of Union Road, and to prepare a fee schedule for both recovering the City's costs and anticipating future shares of the estimated cost of signalization, bridge and related improvements.
5. That the schematic designs for signalization, bridge and related improvements need to reflect that it is the City's intention to limit right-of-way acquisition to the extent feasible. To the extent feasible, design options should focus on properties within the City's jurisdiction and which will be seeking future entitlements for development.
6. A complete technical appendix that includes all worksheets, and other data and/or documentation which supports the findings and recommendations needs to be a part of the final study.
7. The following documents will need to be provided:
 - Administrative draft (5 copies)

- Draft study (15 copies, plus whatever copies are required for Caltrans internal distribution and other public agencies)
- Final Draft study: “camera ready” form and on a CD in IBM compatible format in MS Word 7.0. Any spreadsheet information shall be provided in MS Excel 7.0 format. Any maps and/or drawings shall be in AutoCAD, latest release.

G. General Services Provided by Consultant:

In completing the study, the City wants the Consultant to be responsible for:

1. Inter-agency coordination and consultation with Caltrans and local / regional transportation agencies such as the County of San Luis Obispo and the San Luis Obispo Council of Governments. Coordination by the consultant shall also include as much contact as necessary to result in identification of a detailed program that will be acceptable to Caltrans and other agencies with jurisdiction over the proposed improvements.
2. Conduct preliminary (“fatal flaw”) environmental evaluation to identify the range of issues that need to be addressed in preparing and approving plans and specifications for construction of the recommended improvements and provide evidence of concurrence from Caltrans and other applicable agencies.
3. The consultant shall hold at least one (1) public information workshop, which shall include written notices to the owners of property affected by area improvements, as the project nears completion. At the workshop the consultant shall display alternatives being considered so that the property owners and members of the public can ask questions and comment on the proposed alternatives. The input received at the workshop shall be presented in the study report as public comments and can thereby be considered when selecting the preferred programming alternative.
4. Obtain and review all existing transportation plans and background information that is pertinent to the preparation of the study.
5. Preparation of mapping materials, consistent with Caltrans standards, necessary to evaluate alternatives and present recommended modifications.
6. Preparation of all requests for exceptions to Caltrans standards for project elements described within the study in a form prescribed by Caltrans.
7. Presentation of draft report findings and recommendations, in separate meetings, to the Planning Commission and City Council of the City of Paso Robles.

8. Preparation of final document, including the responsibility of the consultant to coordinate with Caltrans (and other relevant agencies). The intent is to set the stage for preparation of improvement plans that can be approved and signed by Caltrans.
9. Six (6) staff level meetings with the City and/or various agencies and three (3) Council-level presentation meetings.

H. **Anticipated Work Schedule:**

It is the City's objective to:

1. Have Consultant schedule and conduct a "kick-off" meeting with consultant, City, Caltrans, and local and regional transportation agency representatives within 30 calendar days of the execution of the consultant services agreement.
2. Receive the administrative draft study (including all findings and recommendations) within 120 calendar days of the signing of the consultant services agreement. If a different schedule is being proposed, please clearly note that request.
3. Complete agency review of the administrative draft study and transmit comments to consultant within 45 calendar days of receipt of administrative draft study.
4. Receive the draft copies of the study from consultant within 60 calendar days of receipt of agency comments.
5. Complete focused agency review and transmit comments to consultant within 45 calendar days of receipt of draft study.
6. Obtain written Caltrans concurrence with the study recommendations and the work program to follow within 30 days of receipt of final comments.
7. Provide the final study copies as specified within 14 calendar days of receipt of Caltrans written concurrence.

I. **The Proposal:**

1. Format and requirements: Although there is no maximum proposal length, proposals should be kept to the minimum length necessary to address the requirements of the RFP. Proposals shall be 8.5 inch by 11 inch in size, with pages numbered sequentially. Padding the proposal with "boiler plate" material is strongly discouraged.
2. Proposal contents:
 - a. Firm identification:

1. Firm name, address, telephone and e-mail address;
 2. Name and telephone number of contact person;
 3. A list of the firm's principals with experience, background, academic training and registration.
- b. Provide the following information for each sub-consultant:
1. Firm name, address, telephone and e-mail address;
 2. Contemplated role of the firm in the project.
- c. Location of office where this work would be performed.
- d. List of personnel for all firms. Indicate experience, background, academic training and registration. Describe anticipated role in the project and how the staff would be organized.
- e. Description of similar projects that the firm, its personnel, subcontractors and associates have performed previously. For each project listed include location, description of work, client and construction cost.
- f. Description of experience with Caltrans in coordinating and preparing similar projects including the phasing of projects and the firm's experience in attaining Caltrans approvals.
- g. Knowledge of State and Federal environmental and project development rules and procedures.
- h. Project understanding: Describe the project background and process as relating to requirements for consultant qualifications.
- i. Work program: Based on your understanding of the project, list all required tasks to complete the work.
- j. Work budget: Provide a budget breakdown to demonstrate your understanding of the project needs. This budget will not be binding; the final agreement will be the result of a precise scope of work and a negotiated compensation amount. The breakdown should include itemized person-hours, rates and costs for all required work tasks.
- k. Project schedule: Provide schedule for all work tasks.
- l. Provide a statement of what especially qualifies your firm to perform this work.
- m. Signature: Proposal shall be signed by an authorized corporate officer whose signature is binding upon the firm.

- n. Valid period: Include a statement that proposal will remain valid for 90 days.
- o. Conflict of interest: Proposal shall include a statement that no conflicts of interest exist in the provision of these services.
- p. (Optional): Information, experience, personnel, timing availability of manpower to perform Design Services for the construction of recommended improvements.
- q. Appendix: Include supplemental information, if any, such as firm brochure, fees for additional services, etc., at the end of the proposal.

J. The Selection Process:

A City screening committee will review and rank all proposals received. The City may decide to interview consultants with the most competitive proposals.

Key criteria to be used by the City in selecting a consultant or consultant team includes the following:

1. Demonstrated experience in preparing similar studies for cities, counties and Caltrans; traffic and transportation analysis; cost estimating for highway projects; and financial planning for project construction.
2. Consultant's understanding of the City of Paso Robles' desires and general approach to the project as demonstrated in the Project Understanding and Work Program.
3. Proposal requirements established in this RFP are included in the Proposal.
4. Qualifications of the Consultant's staff being assigned to this project.
5. Demonstrated ability of the consultant to perform quality work, control costs and meet time schedules.
6. Demonstrated knowledge of highway and traffic signal design.
7. Ability to work effectively with city, regional and Caltrans transportation staff.

The top ranked firm will be invited to refine its proposal and negotiate a consultant services agreement with the City. Enclosed is a sample of the City's standard consultant services agreement.

The City reserves the right to reject any or all proposals, and to negotiate modifications or acceptance of parts of a proposal. Other terms and conditions of contract will be

negotiated at the time of the consultant selection and will be subject to approval of the City Attorney.

K. For More Information...

Contact Bob Lata (Community Development Director) or Joe Deakin (Public Works Director) at (805) 237-3970 / 237-3860, respectively.

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