

**TO:** James L. App, City Manager  
**FROM:** Doug Monn, Interim Public Works Director  
**SUBJECT:** Award Contract to Perform a Feasibility Study  
to Install a Roundabout at South River Road and Charolais  
**DATE:** December 20, 2005

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**NEEDS:** For the City Council to award a contract to perform a feasibility study to install a roundabout at South River Road and Charolais Road.

**FACTS:**

1. On February 1, 2005, the City issued a Request for Proposal (RFP) to eight consultants to examine the feasibility of installing a roundabout at South River Road and Charolais Road.
2. Five firms responded to the RFP. Attached is a Summary Rating Sheet evaluating the proposals received.
3. In June 2005, the CIP budget was adopted and appropriated \$50,000 for this study.
4. On September 6, 2005, an Ad Hoc Committee (Councilmen Strong & Nemeth) was formed to assist staff in reviewing the proposals.
5. The Ad Hoc Committee concluded that the proposal submitted by W-Trans was the most complete and demonstrated the most experience in roundabout design and construction. As a result of the demonstrated experience, the Committee recommended that W-Tran be awarded a contract to complete the feasibility study.

**ANALYSIS  
AND**

**CONCLUSION:** W-Trans has submitted the attached Scope of Work and fee proposal to perform the feasibility study.

**POLICY**

**REFERENCE:** Adopted Capital Improvement Program

**FISCAL**

**IMPACT:** As stated, the CIP budget adopted in June 2005 appropriated \$50,000 to perform this work.

**OPTIONS:**

- a. Authorize the City Manager to execute a contract with W-Trans to perform a feasibility study to install a roundabout at South River Road and Charolais Road in the amount of \$30,940.
- b. Amend, modify, or reject the above option.

Attachments

- 1) Scope of Work and Fee Proposal
- 2) Adopted Budget
- 3) Rating Sheet

October 18, 2005

RECEIVED



Ms. Ditas Esperanza, P.E.  
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1000 Spring Street  
Paso Robles, CA 93446

OCT 24 2005  
Public Works Dept

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**Roundabout Feasibility and Design for South River Road/Charolais Road**

Dear Ms. Esperanza;

**Whitlock & Weinberger Transportation, Inc. (W-Trans)** is pleased to present this updated proposal to provide traffic engineering and design services to the City of Paso Robles. This proposal focuses on the feasibility and preliminary design for the intersection of South River Road/Charolais Road. The purpose of the study will be to determine whether a roundabout will work in this location. Based on our recent discussions, revisions to the scope and budget were completed as follows:

- Surveying was excluded from our scope. Instead, the City's new high resolution aerials and estimated right-of-way information from parcel maps will be used.
- All design tasks related to landscape architecture and urban design were removed from the scope.
- Civil engineering tasks such as grading, drainage and utility evaluation and recommendations were removed from the scope.
- Since RRM was largely involved in the landscape, urban design and civil engineering portions of the previous scope, their services have been excluded from the project at this time.

A copy of the updated scope of services is attached.

Consequently based on these revised assumptions, we were able to reduce the fee proposal from \$50,405 to \$30,940. A copy of the updated fee is also attached.

Since the submittal of our original proposal for this project in March 2005, W-Trans continues to be increasingly involved in roundabout feasibility, operation and design projects. We look forward to relaying these experiences to your panel at our interview on November 22, 2005.

Sincerely,

A handwritten signature in black ink, appearing to read "Steve Weinberger".

Steve Weinberger, P.E., PTOE  
Principal

SJW/PRO002.P2

Enclosures: Revised Scope of Services and Fee Schedule

## **Scope of Services**

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### **Task 1.0 Startup**

W-Trans staff will attend a kickoff meeting with City staff to discuss the history of the intersection, potential issues and implications, and available data and resources. A time frame will be set for the potential order of tasks and date for presentation to the Council. Following the meeting, the scope of work will be updated as necessary.

### **Task 2.0 Reconnaissance**

Task 2.1 W-Trans will conduct a site visit and record the setting with notes and photos. At the time of the site visit operational conditions such as prevailing speeds, pedestrian activity, pedestrian crossings, bicycle activity, vehicular conflicts and adjacent land use setting will be noted.

Task 2.2 W-Trans will collect existing traffic counts at the subject intersection during two peak periods if not already available from staff.

Task 2.3 W-Trans will obtain future traffic projections from City staff. If only link volumes are available, these forecasts will be used to estimate future turning movement volumes based on the existing counts.

Task 2.4 The collision history for the intersection will be acquired from a collision database and any trends determined.

Task 2.5 W-Trans will utilize the City's new high resolution scalable aerials.

Task 2.6 Right-of-way boundaries will be identified based on assessor parcel record information from the City. These boundaries will be plotted as an overlay to the aerial.

### **Task 3.0 Analysis**

W-Trans will conduct an operational evaluation of a roundabout versus a traffic signal installation at the subject intersection. The analysis will consist of intersection level of service and delay calculations, critical queue lengths, approach speeds, vehicle conflict assessment and determination of emergency vehicle access.

### **Task 4.0 Roundabout Justification Documentation**

W-Trans will provide documentation of the pros and cons of traffic conditions with a roundabout versus a traffic signal. The comparison will consider the issues in the operational analysis as well as potential size of the roundabout versus right-of-way available at the intersection. This working paper will be provided to City staff prior to the design phase. Based on concurrence from staff, W-Trans would then proceed with the Design phase.

## **Task 5.0 Design**

- Task 5.1 W-Trans will prepare a conceptual geometric plan of the roundabout in AutoCad. The plan will be completed using the base map prepared for this project. The design will be consistent with the guidelines presented in *Roundabouts - An Informational Guide*, FHWA and the Caltrans *Design Informational Bulletin 80* dated October 2003.
- Task 5.2 The plan will identify areas for treatments such as landscaping and special hardscape treatments to pedestrian crossings, truck aprons, and sidewalks. However, the conceptual plans will not include any design details for these areas.
- Task 5.3. W-Trans staff will present the preliminary design plans to City staff at a design review session in Paso Robles. This exercise will provide an interactive review forum to seek design input from the City.
- Task 5.4 Based on comments made by City staff at the Design Review Session, W-Trans will update the AutoCad geometric concept plans.
- Task 5.5 After all revisions stemming from the City Design Review Session have been made, W-Trans will prepare the final conceptual geometric plan of the roundabout overlaid onto the aerial. Existing (approximate) right-of-way lines will be shown in relation of the roundabout. Areas requiring right-of-way acquisition will be identified. Utility lines, if provided by the City, can also be overlaid onto the plan.

## **Task 6.0 Cost Estimate**

After gaining preliminary approval of the roundabout design plans from the City Design Review Session, W-Trans will complete a planning level cost estimate. The cost estimate will utilize unit costs acceptable to the City. The cost opinion will break out each general element on a line item spreadsheet with item descriptions and unit costs.

## **Task 7.0 Prepare Preliminary Design Report**

W-Trans will prepare the Preliminary Design Report summarizing the findings of the roundabout feasibility study outlined in the tasks above. Up to ten (10) copies of the draft report will be provided together with an electronic version in pdf format. Based on comments from City staff, twenty (20) copies of the final report will be provided.

## **Task 8.0 Presentation**

W-Trans will prepare for and present the proposed plans at one Paso Robles City Council Hearing. The team will assist City staff with the preparation of the staff report and provide graphic materials and cost information as identified in the previous tasks.

## **Task 9.0 Execute Project Coordination and Management**

The W-Trans project manager will coordinate with the City as necessary on an on-going basis throughout the design process. This task also includes day-to-day project coordination efforts including general correspondence, telephone conferencing, and update and summary reports likely to be required to support the client as we move the project through this preliminary design phase.

**City of Paso Robles  
Roundabout Feasibility and Design  
W-Trans Fee Spreadsheet**

Task	Description	Steve Weinberger Project Manager		Zack Matley Senior Planner		Allan Tilton Project Traffic Engineer		Becky Simon Assistant Engineer		Technicians/Admin		
		Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount	
	<b>Task Totals</b>											
1	Startup	8	\$1,280	10	\$1,100		\$0		\$0	4	\$220	
2	Reconnaissance		\$0	12	\$1,320		\$0	16	\$1,280	16	\$880	
3	Traffic Operational Analysis		\$0	8	\$880	4	\$560	8	\$640		\$0	
4	Roundabout Justification Documentation	4	\$640	8	\$880	4	\$560	4	\$320	2	\$110	
5	Design	14	\$2,240	34	\$3,740	16	\$2,240	16	\$1,280	4	\$220	
6	Cost Estimate	2	\$320	6	\$660		\$0	6	\$480		\$0	
7	Preliminary Design Report	4	\$640	8	\$880		\$0	8	\$640	4	\$220	
8	Presentation	10	\$1,600		\$0		\$0		\$0		\$0	
9	Coordination and Project Management	12	\$1,920	12	\$1,320		\$0		\$0	4	\$220	
10			\$0		\$0		\$0		\$0		\$0	
11			\$0		\$0		\$0		\$0		\$0	
12			\$0		\$0		\$0		\$0		\$0	
13			\$0		\$0		\$0		\$0		\$0	
14			\$0		\$0		\$0		\$0		\$0	
15			\$0		\$0		\$0		\$0		\$0	
16			\$0		\$0		\$0		\$0		\$0	
17			\$0		\$0		\$0		\$0		\$0	
	<b>Task Totals</b>	54	\$8,640	98	\$10,780	24	\$3,360	58	\$4,640	34	\$1,870	
<b>Total All Phases</b>			<b>\$ 29,290</b>									
<b>Reimbursable Expenses Budget</b>			<b>\$ 1,650</b>									
<b>Project Total:</b>			<b>\$ 30,940</b>									

**PROPOSED  
Capital Improvement Projects Budget  
FY 2005-2006 to 2008-2009**

	ORIGINAL APPROPRIATION	REMAINING APPROPRIATION	REQUEST TYPE	FY 2005-06	FY 2005-07	FY 2007-08	FY 2008-09	TOTAL NEW REQUEST
<b>TRAFFIC MITIGATION</b>								
1 Left Turn Phase at 10th and Spring (Note: with County Courthouse Project)	\$ -	\$ -	NP	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000
2 New signal 24th and Vine			NP	183,000				183,000
13th Street Bridge Improvements over Hwy 101, 16th St southbound onramp, Imp. at 101/46E including round-about study @ Riverside & Paso Robles Street Study			NP	100,000	100,000	1,000,000	4,000,000	5,200,000
3 Project approvals and Env. Docs (PAED) 101/46W			NP	600,000				600,000
4 Rehab and widen Union Rd - Riverglen to Kleck		856,100	SUP	600,000				600,000
5 Annual Street Program	950,000		NP		1,000,000	400,000		1,800,000
6 Creston Road Imps - Phase III & IV (Preliminary Design & Master Plan)			NP	250,000				250,000
7 Rehab Vine St - First St to Hwy 46			NP			682,000		682,000
8 Strategic Plan for Pavement Mgmt Maintenance System			NP	35,000				35,000
9 Union Road Widening - Kleck to Prospect - Design			NP			200,000		200,000
10 Sidewalk Inventory & Maintenance Program			NP	60,000				60,000
11 Preliminary design work for Creston and Lana (round-about in lieu of signal)			NP	50,000				50,000
12 Design work for Union/Goldenhill Road (round-about in lieu of signal)			NP			150,000		150,000
13 Preliminary design work for Charolais and River Road (round-about in lieu of signal)			NP	50,000				50,000
14 Subtotals	\$ 950,000	\$ 856,100		\$ 1,928,000	\$ 1,140,000	\$ 1,550,000	\$ 5,282,000	\$ 9,900,000
<b>FUNDING USES:</b>								
Traffic Mitigation Impact Fee Fund				\$ 713,000	\$ -	\$ 150,000		\$ 863,000
SLOCOG Grants				300,000		1,000,000	4,000,000	5,300,000
Union/46 Specific Plan Fund				600,000			200,000	800,000
Gas Tax/TDA Fund				315,000	1,140,000	400,000	1,082,000	2,937,000
<b>Total Uses</b>				\$ 1,928,000	\$ 1,140,000	\$ 1,550,000	\$ 5,282,000	\$ 9,900,000
<b>*Carry-over Projects From Current CIP Budget:</b>								
13st Street Bridge Widening				\$ 20,000,000				
Rehab & Widen Union Road - Riverglen to Kleck				950,000				
Alpport Rd/Hwy 46E PSR				250,000				
Niblick Bridge Mitigation				11,320,000				
Niblick Road Rehab				1,200,000				
<b>Original Budget</b>				\$ 33,720,000				
<b>Remaining Budget as of 4/30/05</b>				\$ 8,870,100				
Various (see Measure D Fund below)								
Union/46 Specific Plan Fees				856,100				
Airport PSR Fees				211,200				
Bridge Impact Fees				100,000				
Gas Tax/TDA				39,100				
<b>Total</b>				\$ 10,076,500				

\*Final amount subject to final year end results

**SUMMARY  
RATING SHEET**

**S. RIVER ROAD/CHAROLAIS ROUND-ABOUT  
FEASIBILITY STUDY**

	<b>EDA</b>	<b>Penfield &amp; Smith</b>	<b>ATE</b>	<b>Omni-Means</b>	<b>W-Trans</b>
A. Demonstrated a clear understanding of City's needs <i>10 points max</i>	5.0	4.5	6.5	7.5	6.25
B. Provided samples of work in developing and designing round-abouts <i>40 points max</i>	16.25	2.5	5.0	21.25	35.0
C. Provided complete proposal in reaching project goals <i>30 points max</i>	12.5	5.0	13.75	22.5	18.75
D. Project Team proposed has excellent experience in designing round-abouts <i>20 points max</i>	15.0	3.75	5.0	17.5	20.0
<b>TOTAL POINTS</b>	<b>48.75</b>	<b>15.75</b>	<b>30.25</b>	<b>68.75</b>	<b>80.0</b>

Raters: Bob Lata, Doug Monn, John Falkenstien, Ditas Esperanza Date: \_\_\_\_\_