# Council Agenda Report

**From**: David Athey, City Engineer

**Subject**: Beechwood Specific Plan – Traffic Engineering Consultant Agreement Authorization

**Date:** June 5, 2018

**Facts**

1. The Beechwood area property owners (applicants) are in the process of preparing a Draft Specific Plan for their property. The Council reviewed the project description on May 15, 2018, and directed Staff to work with the Environmental Impact Report (EIR) consultant to study the applicants' preferred project.

2. As part of the EIR process, in accordance with the California Environmental Quality Act (CEQA), the City hosted a public "scoping session" on April 11, 2018, to gather input from the community on the issues to be studied in the EIR. The City received a significant amount of input on issues at the scoping session, including over 125 written comment letters, as well as follow-up emails.

3. A major theme that was captured during the scoping session were concerns over traffic volumes and safety at various intersections and roads near the project. In order to study these concerns and analyze impacts in the EIR, a Traffic Impact Analysis (Traffic Analysis) is required.

4. The City had previously contracted with Associated Transportation Engineer in 2016, to conduct an analysis. Traffic Counts were collected but no other work was completed because the project was put on hold by the applicant. The traffic counts that were completed are now stale and need to be refreshed with new counts.

5. The City is working on a rewrite of the General Plan Circulation Element, City Traffic Model, and Assembly Bill (AB) 1600 needs list. The City hired Central Coast Transportation Consulting (CCTC) to update the City Traffic Model and analyze AB1600 traffic circulation needs list projects. Central Coast Transportation Consulting evaluated long-term traffic impacts on various roads and intersections near the Beechwood project area and is familiar with the City's traffic circulation issues and needs.

6. At the request and direction of City staff, CCTC provided a proposal, including a scope of work, which was approved by the Community Development Director and City Engineer. The cost of the study is proposed in the amount of $93,900.

7. The City's Purchasing Manual, under Section 7, provides for the ability of the City to "sole source" professional services (e.g. request and receive only one proposal), when it can be determined by the City Council that it is in the best interest of the City. In this case, CCTC has valuable local traffic study knowledge gained through preparation of the City's draft AB1600 Needs List and Traffic Model.

8. The City's Purchasing Manual, under Section 6, provides that for any contract for "professional services" over the amount of $35,000, it must be authorized by City Council.

9. The applicants currently have $22,901.20, on account for use to prepare this traffic study and staff review time. Staff will be collecting the balance of needed funds to pay for the study. No City funds will be used to prepare this study.

10. The applicants are satisfied with the scope of work, and are anxious to initiate the Traffic Impact Study for their project, and are in full support to use Central Coast Transportation Consulting.

**Options**

1. Take no action.

2. Sole source the Traffic Impact Study to Central Coast Transportation Consulting (CCTC) for $93,900.

3. Amend, modify, or replace the above-listed action.

**Analysis**

The City had favorable experiences working with CTCC staff on numerous traffic studies, AB1600 Needs List, and the City Traffic Model. Central Coast Transportation Consulting has qualified staff with the necessary expertise and experience to complete this study. Their proposal is acceptable to the applicants, and preparation of the study will not impact the City's fiscal resources. The City Council has the authority to sole source these services for the intended purpose, and to approve expenditures over $30,000.

**Fiscal Impact**

No City funds will be used to prepare the Traffic Impact Analysis. In addition, staff time will be reimbursed by the applicants.

**Recommendation (**Option 2)

Approve Resolution 18-XXX, determining that it is in the best interest of the City to sole source this Traffic Impact Study to Central Coast Transportation Consulting in the amount of $93,900, and direct the City Manager to enter into a contract with CCTC to complete this study in accordance with the proposal submitted by CCTC.

**Attachments**

1. Draft Resolution 18-xxx
    a. Proposal from Central Coast Transportation Consulting

# Attachment 1
## Draft Resolution

RESOLUTION NO. 18-XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES AUTHORIZING EXECUTION OF A CONSULTANT AGREEMENT TO "SOLE-SOURCE" PROFESSIONAL SERVICES TO CENTRAL COAST TRANSPORTATION CONSULTING TO PREPARE A TRAFFIC IMPACT STUDY FOR THE BEECHWOOD AREA SPECIFIC PLAN AND TO APPROVE AN EXPENDITURE $93,900 FOR CONSULTANT SERVICES

WHEREAS, the Beechwood area property owners (applicants) are in the process of preparing a Draft Specific Plan for their property. The Council reviewed the project description on May 15, 2018, and directed Staff to work with the Environmental Impact Report (EIR) consultant to study the applicants' preferred project; and

WHEREAS, as part of the EIR process, in accordance with the California Environmental Quality Act (CEQA), the City hosted a public "scoping session" on April 11, 2018, to gather input from the community on the issues to be studied in the EIR. The City received a significant amount of input on issues at the scoping session, including over 125 written comment letters, as well as follow-up emails; and

WHEREAS, a major theme that was captured during the scoping session were concerns over traffic volumes and safety at various intersections and roads near the project. In order to study these concerns and analyze impacts in the EIR, a Traffic Impact Analysis (Traffic Analysis) is required; and

WHEREAS, at the request and direction of City staff, CCTC provided a proposal, including a scope of work, which was approved by the Community Development Director and City Engineer. The cost of the study is proposed in the amount of $93,900; and

WHEREAS, the City's Purchasing Manual, under Section 7, provides for the ability of the City to "sole source" professional services (e.g. request and receive only one proposal), when it can be determined by the City Council that it is in the best interest of the City. In this case, CCTC has valuable local traffic study knowledge gained through preparation of the City's draft AB1600 Needs List and Traffic Model; and

WHEREAS, the City's Purchasing Manual, under Section 6, provides that for any contract for "professional services" over the amount of $30,000, it must be authorized by City Council; and

WHEREAS, the applicants currently have $22,901.20, on account for use to prepare this traffic study and staff review time. Staff will be collecting the balance of needed funds to pay for the study. No City funds will be used to prepare this study; and

WHEREAS, the applicants are satisfied with the scope of work, and are anxious to initiate the Traffic Impact Study for their project, and are in full support to use Central Coast Transportation Consulting.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. All of the above recitals are true and correct and incorporated herein by reference.

Section 2. That the City of El Paso de Robles approves authorizing execution of a consultant agreement for the City to hire a traffic consultant for the Beechwood Specific Plan - Traffic Impact Study, specifically authorizing use of Central Coast Transportation Consulting, as a "sole-source" for consultant services, and approving an expenditure over $30,000, in the amount of $93,900, paid for by the project applicant, consistent with the scope of work shown in Exhibit A.

APPROVED this 5th day of June 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Steven W. Martin, Mayor

ATTEST:

Kristen L. Buxkemper, Deputy City Clerk

Exhibit A – 5.22.18 Central Coast Transportation Consulting Scope of Work

May 22, 2018

David Athey, City Engineer
City of Paso Robles
1000 Spring Street
Paso Robles, CA 93446

Mr. Athey:

This letter summarizes our proposed scope of work to prepare a traffic and circulation study for the Beechwood Specific Plan in Paso Robles. The project would be located in the southeastern area of the City and proposes residential and commercial uses.

The scenarios to be quantitatively analyzed are summarized in Table 1.

**Table 1: Analysis Scenarios**

| | Existing | Near Term | Cumulative |
|---|---|---|---|
| No Project | x | x | x |
| 674 Units | x | x | x |
| 911 Units | x | x | x |

***Task 1: Data Collection***

CCTC will coordinate the collection of new traffic count data. Data will be collected during a time when local school are in regular session. Counts will include vehicles, pedestrians, bicycles, buses, and trucks. Recent daily counts will be reviewed to determine the appropriate AM and PM peak periods.

Turning movement counts will be collected at the following intersections during the weekday AM and PM peak hours:

1. State Route 46 E/Golden Hill Road
2. State Route 46 E/Union Road
3. Golden Hill Road/Union Road
4. 13th Street/Riverside Avenue
5. 13th Street/Paso Robles Street
6. River Road/Creston Road
7. Creston Road/Golden Hill Road
8. Creston Road/Niblick Road
9. Creston Road/Stoney Creek Drive
10. Creston Road/Meadowlark Road
11. Creston Road/Charolais Road
12. Riverside Ave/Pine St/US 101 SB Ramp
13. 1st Street-Niblick Road/Spring Street
14. Niblick Road/South River Road
15. South River Road/Riverbank Lane
16. South River Road/Bridgegate Lane
17. South River Road/Charolais Road
18. Charolais Road/Holstein Drive
19. Charolais Road/Otero Lane
20. Charolais Road/St Andrews Circle
21. Charolais Road/Rambouillet Road
22. Meadowlark Road/Oriole Way


(805) 316-0101
895 Napa Ave, Suite A-6, Morro Bay, CA 93442

The following segments of US 101 will be studied during the weekday AM and PM peak hours:

1. US 101 mainline north of State Route 46E
2. US 101 mainline south of State Route 46E
3. US 101 mainline north of State Route 46W
4. U.S. 101 NB at SR 46 E (on and off ramps)
5. U.S. 101 SB at SR 46 E (on and off ramps)
6. U.S. 101 SB at Riverside Ave-17th Street (on and off ramps)
7. U.S. 101 SB on at Spring Street (on ramp)
8. U.S. 101 NB off at Spring Street (off ramp)
9. U.S. 101 NB off at Paso Robles Street (off ramp)
10. U.S. 101 NB on at Paso Robles Street (on ramp)

The following roadway segments will be studied using average daily traffic (ADT) volumes:

1. Creston Road - River Road to Golden Hill Road
2. Creston Road - Golden Hill Road to Niblick Road
3. Creston Road - Niblick Road to Cedarwood Drive
4. Creston Road - Cedarwood Drive to Charolais Road
5. Golden Hill Road - Creston Road to Union Road
6. Golden Hill Road - Union Road to SR 46E
7. Niblick Road - South River Road to Spring Street
8. Niblick Road - Creston Road to South River Road
9. Charolais Road - South River Road to Creston Road
10. South River Road - Lake Ysabel Road to Spanish Camp Road South
11. South River Road - Charolais Road to Niblick Road
12. Barley Grain Road - Creston Road to Spanish Camp Road

We will conduct a field visit to study intersections to observe existing traffic operations and obtain field signal timings.

***Task 2: Existing Model Review and Calibration***

CCTC will use the 2017 version of the City's TDM as the basis for forecasting. The model's base year volumes on the study roadway segments will be compared to the new counts to validate the model's performance in the study area and the model will be adjusted as needed to reflect the proposed project loading points and local circulation patterns.

***Task 3: Project Trip Generation and Distribution***

Using the most recent available site plan and project description, CCTC will estimate the trip generation of the project using standard ITE rates and other relevant sources. Both the 674 dwelling unit project size and the 911 dwelling unit project size will be evaluated. Trip distribution and assignment percentages will be derived using a select zone procedure of the City's TDM. Project trip generation and distribution will be summarized in an assumptions memorandum for review and approval by the City and Caltrans before proceeding with any further analysis.

***Task 4: Existing and Existing Plus Project Conditions***

Existing conditions will reflect the new traffic counts and existing roadway conditions. CCTC will report the LOS at the study intersections and freeway segments under Existing and Existing Plus Project conditions in accordance with City and Caltrans significance thresholds. The roadway segments will be evaluated using either the capacity utilization approach outlined in the City's Circulation Element or County standards as appropriate.

Traffic collision data will be obtained for the study roadway segments and any high collision locations will be identified.

***Task 5: Near Term and Near Term Plus Project Conditions***

CCTC will obtain a list of approved and pending project from the City. Traffic from these projects in the study area will be added to the base year TDM to develop Near Term conditions. Near Term conditions will include planned roadway network changes, if any exist on the study segments.

***Task 6: Cumulative and Cumulative Plus Project Conditions***

Cumulative conditions (2045) will reflect buildout of the City's General Plan. The City's TDM will be applied to develop forecasts for the study locations. These forecasts will be reviewed for reasonableness and consistency with past area studies and adjusted if appropriate. Cumulative forecasts on US 101 mainline and ramps will be compared to those contained in the US 101 Mobility Study prepared by SLOCOG as an additional quality control check. Cumulative conditions will include planned roadway network changes, if any exist on the study segments. Despite the General Plan buildout assumptions, the Cumulative no project scenario will not include any dwelling units on the project site.

***Task 7: Deficiency and Mitigation Analysis***

Mobility deficiencies related to the project will be identified based on City, County, or Caltrans significance criteria as appropriate. Mitigations, if needed, will be developed to address the deficiencies. The peak hour signal warrant will be evaluated where appropriate for mitigation. The trigger point for deficiencies will be identified so that specific improvements can be tied to the appropriate project phase.

***Task 8: Site Access and On-Site Circulation***

CCTC will review the proposed on-site circulation plan with a focus on pedestrian, bicycle, and vehicle connections. Recommendations to improve site access and on-site circulation will be provided if necessary. Additionally, measures will be developed to address potential short-term impacts during construction.

***Task 9: Off-Site Pedestrian and Bicycle Circulation Issues***

CCTC will analyze Creston Road between Niblick Road and Charolais Road with a focus on pedestrian and bicycle needs identified by the City.

***Task 10: Off-Site Traffic Calming***

CCTC will evaluate the need for traffic calming on Creston Road, Meadowlark Road, Charolais Road, and Beechwood Drive near the project site consistent with Circulation Element policies.

***Task 11: School Circulation and Parking Issues***

CCTC will conduct field observations during the morning drop-off and afternoon pick-up at Virginia Peterson Elementary School. Recommendations will be made related to school traffic circulation, parking, and pedestrian and bicycle access.

***Task 12: Documentation***

CCTC will prepare a Draft Transportation Impact Study summarizing the above analysis for review and comment by the City and Caltrans. Comments will be incorporated into the Final Draft Study.

***Task 13: EIR Support***

CCTC will review the transportation section of the ADEIR for consistency with the TIS and will assist with responses to comments on the DEIR. We have budgeted eight hours of staff time to respond to comments. This task will also include a qualitative analysis of an additional project alternative.

***Task 14: Meetings and Coordination***

This task includes time associated with team coordination, staff meetings, and public hearings for the project.

***Cost Estimate***

Table 2 summarizes our cost estimate to complete this work.

**Table 2: Detailed Cost Estimate**

| Task | Principal | Engineer | Graphics | Direct Costs[1] | Task Total |
|---|---|---|---|---|---|
| *Hourly Billing Rates-->* | $180 | $105 | $90 | | |
| 1. Data Collection | 8 | 24 | | $11,000 | $14,960 |
| 2. Existing Model Review and Calibration | 16 | 16 | | $200 | $4,760 |
| 3. Project Trip Generation and Distribution | 12 | 20 | | $200 | $4,460 |
| 4. Existing and Existing Plus Project Conditions | 20 | 52 | | $400 | $9,460 |
| 5. Near Term and Near Term Plus Project Conditions | 20 | 52 | | $400 | $9,460 |
| 6. Cumulative and Cumulative Plus Project Conditions | 20 | 68 | | $500 | $11,240 |
| 7. Deficiency and Mitigation Analysis | 20 | 48 | | $400 | $9,040 |
| 8. Site Access and On-Site Circulation | 4 | 8 | | $100 | $1,660 |
| 9. Off-Site Pedestrian and Bicycle Circulation Issues | 4 | 8 | | $100 | $1,660 |
| 10. Off-Site Traffic Calming | 12 | 20 | | $200 | $4,460 |
| 11. School Circulation and Parking Issues | 12 | 20 | | $300 | $4,560 |
| 12. Documentation | | | | | |
| Administrative Draft Transportation Study | 24 | 48 | 16 | $500 | $11,300 |
| Final Draft Transportation Study | 4 | 12 | 4 | $100 | $2,440 |
| 13. EIR Support | 8 | 8 | | $100 | $2,380 |
| 14. Meetings and Coordination | 8 | 4 | | $200 | $2,060 |
| *Total* | *192* | *408* | *20* | *$14,700* | *$93,900* |
| **Total Budget** | | | | | **$93,900** |

1. Direct Costs include traffic count data collection, communications expenses, and mileage reimbursed at standard IRS

The cost estimate to complete this scope of work is $93,900. This work would be conducted on a time-and-materials basis. We can prepare a draft TIS within ten weeks of receipt of all traffic counts, land use data, the site plan, and the project description. Note that traffic counts should be collected while schools are in session.

Please let me know if you have any questions. I look forward to working with you on this project.

Sincerely,

**Central Coast Transportation Consulting**

Joe Fernandez, PE, AICP
Principal