Langford

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TO:	All Tenderers
FROM:	City of Langford
DATE:	August 13, 2024
PROJECT:	Transportation Master Plan & Active Transportation Plan RFP
ADDENDUM NO:	01

1 PRECEDENCE

This addendum shall form an integral part of the Work. This Addendum shall take precedence over all requirements of the Request for Proposal Documents with which it may prove to be at variance unless otherwise qualified by the City of Langford.

2 PURPOSE

1. This addendum is in response to questions received.
2. This addendum provides additional information regarding the question period and closing date of the Request for Proposal to the bidders.

3 INSTRUCTIONS

1. Updates to significant dates

   The City is extending the question period until August 20th, 2024, and the closing date to September 5th, 2024.

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2. Questions

a. Is the city open for an extension of the proposal deadline?

Yes, the City is extending the question period until August 20th and the closing date to September 5th.

b. Could you provide clarification of what the data gaps are? Collecting speed and traffic counts of all major, arterial, and collector corridors and intersections would require an extensive budget.

The model was created and calibrated in 2015 with projections based on land use to 2040 and hasn't been updated since 2018. Therefore, more updated data is required to accurately represent the traffic network in Langford. The existing model covers all of Langford with a few external nodes such as Colwood, Highway 1, Sooke Road (Highway 14), the Highlands, etc. Currently, the model is assumed to be under-representing Royal Bay.

c. Does the city have an existing agreement with a data collection firm from whom we can get speed and volume data, or is the city expecting the winning proponent to conduct data collection?

Yes, the City of Langford has an existing agreement with a data collection firm as well as some of the City's own speed and volume data.

The City has access to volume and turning movement data for all signalized intersections within the City. The data from the following intersections is older and pulling data from them may not be successful:

Goldstream @ Leigh;

McCallum @ Bear Mountain Parkway; and

Langford Parkway @ Jacklin.

Additionally, the following intersection but in the past the data typically corrupts and requires some work to gather the data in a use-able format:

Millstream Access A (at Home Depot/Millstream Village/Pet Smart).

The City also has access to some speed data being tracked for two-week time periods for some non-major roads however this is typically more suitable for traffic calming research.

The successful proponent will be expected to do some data collection in certain locations to ensure that the data they're using is accurate/relevant.

d. Will the city provide land use projections at a disaggregated level? (i.e., by block)

The Official Community Plan will guide this, but it is currently being refreshed. You can find projection data on BC Stats however this would be for the City of Langford as a whole and not for specific locations.

e. Will the CRD travel demand model be available?

The City has reached out to the CRD and is awaiting confirmation.

f. Could you please confirm that the city is looking to include "ultimate cross-section and ultimate intersection configurations of all city-owned roads", or arterial and collector roads only?

All roads will need to be reviewed and configured regardless of classification. The City's Street Atlas is to be updated as a part of this project.

g. Can we please request a copy of the City's latest Standard Agreement for review prior to committing to the terms?

This is something that's typically provided once the RFP has been awarded.

h. We understand that the City has a retained consultant that holds the traffic model for the City. Would it be possible to receive more information regarding this model (extent, date of most-recent update, recency of volume data, software (version), etc.)?

The software being used is PTV VISUM 2018 but it's possible to export the information and data to other software programs if required.

The original base model was built in 2015 off the existing conditions and projected to 2040 and then updated in 2018. The model uses land use rather than population or employment and is based off the PM peak hour only (no AM or Saturday). To date, there are no recommendations from Traffic Impact Assessments added to the existing model.

The consultant who currently holds the model has created a spreadsheet that thoroughly goes through the different zones and land uses for reference.

i. **Section 4 Scope of Work, paragraph 6, first bullet-point describes an expected task to *"Determine the ultimate road cross-section and ultimate intersection configuration for every City owned road and intersection in Langford (current and future connections)…"* Typically, within a Master Transportation Plan, this level of detail would not be required, and indicative cross-sections and intersection configurations would be provided to give a guide as to the recommended designs for various road classification typologies. This is typically accompanied with a more detailed assessment at known key intersections or identified hot spots within the network, along with recommendations for specific corridors requiring improvement. Can you please confirm the level of detail required and if specific cross-sections and intersection configurations are required for all roadways and intersections, or if typical locations are sufficient?**

The City is looking for an update to the existing Street Atlas which provides cross-sections for all of the roads within Langford. The successful bidder is expected to review all roads within Langford and provide a refresh to the existing cross-sections and Street Atlas.

j. **The RFP refers to "corridors" in both the TMP and ATP scope of work. Could the City clarify how it is defining a corridor for the purposes of this project?**

The City is generally defining a corridor as a linear section of municipal road right-of-way that is used as a thoroughfare route by general vehicular, pedestrian, and multi-modal traffic (i.e. Jacklin Road, Goldstream Avenue, Peatt Road, Leigh Road, Happy Valley Road, Latoria Road, etc.).

k. **The data collection scope indicates that updated traffic speed data should be collected as part of this project. However, the purpose of collecting these data are not clear and collecting said data will be a significant undertaking with implications for budget and schedule. Could the City**

clarify the intent of the speed data? Further, is data collection on traffic speeds expected for all arterials and collector roads?

The purpose of collecting data is to calibrate and project the model so that the information is more up to date and relevant for current use and for designing for the future.

l. What type of data / information will the City provide as part of the existing transportation infrastructure condition and accessibility inventory?

The City has a plan for asphalt crack-sealing, repairs, and full removal and reinstatement for the next ten years in the form of a report and an Excel spreadsheet. The City has a contract with an external electrical company to complete annual maintenance on Langford's traffic signals and streetlights.

m. Under project timelines, one of the milestones is "Report of Data and Analysis", which is required to be completed in December 2024. Could the City explain its expectations for what it is looking for in this report? Is it an in-depth technical report summarizing the findings from the data collection / analysis? Or is a higher-level summary of the findings sufficient?

The expectation for this is to be a high-level report that summarizes the literature review and identifies any gaps in the existing data, to determine what the City has and what we need to create the Plans.

n. The RFP is explicit that the City would like the TMP and ATP as two separate documents. Is the City open to one final deliverable that incorporates both the TMP and ATP into one standalone document?

The City is looking for two separate plans (for grant application purposes) that are cohesive and reference one another.