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## **REGIONAL TRANSPORTATION CORRIDOR STUDY**

### **Request for Proposals**

**Closing date and time: October 19<sup>th</sup>, 2009 4:00 PM Pacific Standard Time**

**Location of Proposed Closing:  
Capital Regional District, 625 Fisgard Street, PO Box 100  
Victoria BC V8W 2S6**

**Contact:  
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## **INTRODUCTION**

The Capital Regional District is seeking consulting services to develop a broad-based transportation planning framework which defines the current and future roles of the major corridors in the Capital Region. The purpose of the undertaking is to provide a framework for greater inter-jurisdictional cooperation and coordination for corridor planning, and to direct corridor investment decisions toward regional sustainability. The final plan will be a high-level planning framework which does the following:

- Confirms the regional network of primary transportation corridors;
- Defines the appropriate role and functional characteristics for the regional corridors across jurisdictional boundaries;
- Identifies and confirms the transportation projects proposed by the Ministry of Transportation, BC Transit, the CRD and member municipalities which affect the regional corridor network;
- Assesses the ability of the regional corridors to meet the emerging provincial transit targets and Greenhouse gas (GHG) reduction targets as well as the CRD's targets for sustainable transportation;
- Identifies corridor network gaps and functional inconsistencies;
- Provide recommendations for enhancing jurisdictional cooperation and functional integrity along the regional corridor network.

A framework plan for the region's principle transportation corridors follows directly from the CRD's *Regional Growth Strategy* and *TravelChoices* where a sustainable transportation system is defined as:

- Enhancing mobility and access so that the daily needs of all residents can be met in an affordable and timely manner.
- Promoting automobile alternatives for increased safety, more efficient use of existing infrastructure and reduction of Greenhouse Gas emissions
- Facilitating the movement of people, goods and services important to the economic vitality of the region.

The framework must also consider the Province's transit plan mode share objectives and the greenhouse gas reduction targets.

## **STUDY AREA**

The study area is the Capital Regional District which includes thirteen member municipalities. The population of this area in 2009 is 369,791 and covers an area of 2,341 square kilometres. The annual growth rate for this region has averaged about 1% over the last ten years. However there is considerable variation in sub-regional growth rates with the western communities showing much higher rates than the urban core area or the suburbs to the north.

## **PROBLEM STATEMENT**

The principle transportation corridors in the CRD are critical to the livability and economic vitality of the region because they provide access to jobs and housing, facilitate the movement of people and goods

across municipal boundaries, and are important high volume inter-regional routes for all trips purposes and modes of travel. Actions to change the form and function of principle transportation corridors have implications for overall regional travel patterns and consequently the goals and objectives of the *Regional Growth Strategy*, the *TravelChoices Strategy* and the Provincial Transit Plan.

Responsibility for the transportation system in the CRD is fragmented amongst different municipalities and various Provincial and regional agencies. There is no defined and acknowledged network of primary regional transportation corridors that would precede and direct corridor planning and operation carried out by individual municipalities and agencies. To that end, the CRD is proposing to develop a high-level planning framework to assist in better coordination among the multiple jurisdictions in order to enhance the achievement of shared sustainability goals as they pertain to transportation.

## **BACKGROUND**

The CRD *Regional Growth Strategy* was approved by the CRD Board in 2003 and set the framework for sustainable growth and development over 25 years. One of the RGS's key initiatives is to increase transportation choice by the development of a balanced and sustainable transportation system providing residents with reasonable and affordable travel options that enhance overall regional quality of life.

The long range transportation plan for the region or *TravelChoices* was approved in 2005 and builds on the overall direction of the *Regional Growth Strategy* with specific goals for the transportation system. The mission of *TravelChoices* is to "...increase the proportion of walking, cycling, transit ridesharing and the use of other alternatives to driving alone." *TravelChoices* has set specific mode share targets for 2026:

<b>MODE</b>	<b>PERCENT OF ALL TRIPS</b>
Car Driver and Car Passenger	70%
Public Transit	10%
Bike	5%
Walk	10%

In addition to the Summary Report, part of the development of the overall *TravelChoices* strategy was a series of ancillary reports providing greater detail and specific recommendations for various aspects of the regional transportation system. One of these reports is the *TravelChoices Road Network Strategy* which reviews existing conditions and makes recommendations to enhance network mobility, access, safety and support for priority modes on the Region's major roads.

One of the main recommendations of the *Road Network Strategy* is the need for a corridor management plan for the Region. The report states that rather than deal with individual developments in isolation to an entire corridor, corridor management plans are designed to provide the framework for planning, implementing and maintaining desired corridor functions across jurisdictional boundaries.

The CRD *TravelChoices Implementation and Investment Plan (TIIP)* completed in 2006 identified important Provincial and Municipal transportation proposals and ranked these in terms of priority for funding from the Federal Government *New Deal For Towns and Cities* program. This program offers funding based on gas tax rebates for sustainable transportation projects. Major transportation corridor projects in the CRD funded from this program have been a pedestrian and cycling trail alongside the E&N rail alignment, the purchase of new vehicles to increase public transit capacity, and the upgrade of Island Highway with enhanced transit, cycling and pedestrian facilities.

At the October 2007 meeting, the CRD Committee of the Whole passed the recommendation that the Board authorize staff to commence work on an integrated corridor management plan and integrate into the plan greenhouse gas impacts and possible funding options. Important components of a CRD Corridor Management Plan have been completed or are now being developed. These include:

- A preliminary identification by CRD staff of a base network of regional transportation corridors with an overview of current and planned corridor projects completed in 2008.
- The recalibration and update of the Regional Transportation Model completed in early 2009. The Regional Transportation Model will be critical for evaluating corridors projects and proposals.
- Awarding of consultant contract to develop a Pedestrian and Bicycle Master Plan for the CRD in Spring 2009
- The first stage of the Victoria Rapid Transit Plan which is a business case for a rapid transit link between Downtown and West Shore due to be completed by October 2009.
- The recent development by BC Transit of a Victoria Region Transit Master Plan concept
- The Ministry of Transportation and Infrastructure reviews and strategies for the three numbered Provincial highways in the region done between 2007 and 2009.

Recent Provincial Government legislation will also have impacts on regional strategic initiatives such as the *Corridor Management Plan*. On November 20, 2007 the BC Legislature passed the *Greenhouse Gas Reduction Targets Act* which sets ambitious targets for GHG reduction to at least 33 percent of 2007 levels by 2020. The Act also requires that all Government Ministries and Agencies be carbon neutral by 2010. The Province has appointed a Climate Action Team consisting of experts to set 2012 and 2016 interim targets.

One of the first initiatives to follow from the GHG Reductions Act is the 14 billion dollar transit plan announced on January 14, 2008 committing Provincial Government financial support for rapid transit projects in the Province's major urban regions. The Plan's target for the CRD is to achieve a 9.5% mode share target for transit by 2020 and 12% by 2030. Currently in the CRD, BC Transit is leading the first phase of the Victoria Region Rapid Transit Plan which is a business case for funding from the Provincial Transit Plan for a rapid transit link between the Urban Core and West Shore.

## **GERNERAL SCOPE OF WORK**

### **Project Coordination and Reporting**

The first part of the CRD Corridor Management Study, consisting of an overview and policy report, will be directed by staff at CRD Regional Planning. The final report will be presented to the CRD Planning and Transportation Committee at one of its regular meeting. The Planning and Transportation Committee is a standing committee of the CRD Board.

Project materials will also be reviewed by the Inter-municipal/Inter-Agency Transportation Technical Advisory Committee (ITAC). ITAC consists of municipal and agency planners and engineers which meet every three months to discuss regional transportation issues. ITAC will review the draft report before presentation to the Planning and Transportation Committee.

### **Tasks**

- 1. Review CRD Strategic Transportation Planning Work.** The Consultant will review and become familiar with:
  - CRD Regional Planning documents such as the *Regional Growth Strategy*, *TravelChoices* and the *TravelChoices Implementation and Investment Plan (TIIP)*.
  - CRD Board and Committee staff reports relate to transportation corridor planning.

CRD Regional Planning will provide these documents and any others the Consultant may need as background information to complete project tasks.

- 2. Identification Of The Principle Transportation Corridors For The Region.** CRD staff have identified a minimum base network of regional transportation corridors:
  - Douglas Street/Trans Canada Highway
  - Blanshard Street/Pat Bay Highway
  - Island Highway /Sooke Road from Admirals Road to Sooke
  - Admirals/McKenzie from Esquimalt Road to the University of Victoria
  - Millstream/Veterans Memorial Parkway from Traenor Road to Sooke Road
  - Lochside and Galloping Goose Trails
  - E&N alignment

The Consultant will review this network and criteria used for selection. The criteria can be revised and expanded, and additional facilities and roads may be added to the list of primary transportation corridors for the CRD.

- 3. Assessment In Terms Of Corridor Plan Objectives.** These follow directly from the goals and targets of the *Regional Growth Strategy* and *TravelChoices* and are to be used to assess corridor performance:
  - Mobility or the movement of people, goods and services throughout the region
  - Connections to and between designated Regional Growth Centres and major activity nodes
  - Support for sustainable land-use patterns (high density, mixed use, transit oriented development or TOD)
  - Support for high-frequency transit services

- Support for a continuous regional cycling network
- Support for safe, convenient pedestrian connections at major nodes, centres, and transit stations
- Ease of movement for commercial vehicles

The Consultant may revise or expand corridor assessment criteria where these are consistent with the CRD vision and goals.

**4. Significant Corridor Gaps and Problem Areas.** The Consultant will identify those areas on the Corridor network inconsistent with regional objectives. Examples may include (but are not limited to):

- Lack of integration and balance of different travel modes
- Lack of integration and connectivity in the regional corridor network.
- Incongruities between form and function such as traffic calming devices or low speed limits on corridors which are arterial roads.

The CRD can provide the results of the 2006 regional transportation model for analysis and also the 2038 base forecast scenario. (The current CRD Regional Transportation Model is based on the TransCAD software platform)

### **Anticipated Deliverables**

The anticipated deliverable for this undertaking is a multi-jurisdictional planning framework which identifies and defines the regional network of transportation corridors. The planning framework should identify:

- the corridors that should comprise the regional corridor network
- the optimal balance or hierarchy of modes for each corridor
- the desired corridor form and function that should be maintained and enhanced across jurisdictional boundaries in order to meet agreed-to sustainability objectives
- the measures and policies to address corridor gaps and problem areas
- recommended actions to enhance inter-jurisdictional coordination.

### **Meetings and Presentations**

The consultants will be expected to present the draft report to the CRD Inter-Municipal/Inter-Agency Transportation Technical Advisory Committee (ITAC).

### **Format of Final Report**

The final report should be in both a Microsoft Word document and PDF formats. It should include the following sections (not necessarily in the order presented)

- Executive Summary
- Project Approach and Methodology
- Background
- Identification of Issues

- Recommendations of immediate, medium and longer term actions.

### **Timing and Budget**

The project will commence upon awarding of the contract with a projected completion date within 12 months of award. The anticipated total cost for the project is \$40,000 including taxes, disbursements, printing and other costs and charges.

### **Submission Requirements**

The following items must be included in the proposal submission and will be used as the basis for evaluation of the successful proposal:

- Qualifications of the primary project consultant and other individuals who would be involved in the project. A clear indication of the role of the primary consultant and other individuals involved and the percentage of time and components of the project each would be involved in.
- Experience with regional transportation planning
- Methodology – a work plan including the proposed method of accomplishing the tasks identified in the General Scope of Work section and with a timeline.
- Assurance that the consultant is not in a position which may be perceived as a conflict of interest with respect to undertaking this project.
- The total cost to complete the work including all taxes and disbursements and any potential additional work.
- Examples and samples of other projects of a similar nature that have been prepared by the firm and experience that the team members have been working together on other projects.
- The successful consultants shall have the expertise and experience in undertaking projects of this nature and will submit evidence of this. The proposal shall include relevant experience relating to the nature of this project. Evaluation points will be deducted for inclusion of irrelevant and extraneous promotional information.

### **Evaluation Criteria**

The following evaluation criteria will be used in the selection process:

- Proposed methodology
- Consultant's understanding of the regional context, issues and ultimate objectives of the project
- Experience and qualifications of those involved
- Fees and disbursements
- Project schedule
- References (minimum of two contacts)

### **General Instructions, Terms and Conditions.**

- Proposals will be accepted in the following formats – courier mail, regular mail and email (for email, PDF format only to [mmacphail@crd.bc.ca](mailto:mmacphail@crd.bc.ca))
- Proposals will be accepted until 4 PM Pacific Time on Friday October 19<sup>th</sup>, 2009 at the Capital Regional District mail office located at :  
Capital Regional District  
Regional Planning, 1<sup>st</sup> Floor  
625 Fisgard Street  
PO Box 1000  
Victoria BC V8W 2S6
- The CRD reserves the right to accept or reject any or all proposals and to accept the proposal that it deems most advantageous.
- The CRD will not be responsible for the costs of preparing the proposals
- The successful consultant will be authorized to proceed only upon approval from the CRD
- The proposed budget for this study is to a maximum of CAD \$40,000 including all fees, expenses and taxes.
- The CRD will provide base mapping, GIS assistance and a Regional Transportation Model calibrated to 2006 data and conditions for this project
- The Consultant selected to carry out the study will be required to enter into a contract with the CRD respecting the conduct of the study.

### **Inquiries**

Inquiries during the proposal period should be directed to Malcolm MacPhail, Senior Transportation Planner, CRD Regional Planning.

Phone: (250) 360-3052

Email: [mmacphail@crd.bc.ca](mailto:mmacphail@crd.bc.ca)

## APPENDIX – DATA SOURCES AVAILABLE

The following data sets are available to the Consultant to assist with Corridor Plan development and analyses:

- Traffic count data
  - CRD Regional Planning automated vehicle counts from Annual Count program
  - CRD Regional Planning occupancy and classification counts from Annual Count Program. These are counts classified by single occupancy automobile, high occupancy automobile, commercial vehicles and bicycle
  - BC Transit Automated Passenger Counts
  - Ministry of Transportation and Infrastructure automated vehicle counts
  - CRD Park bicycle counts
  - Vehicle counts done by member municipalities
- Travel times and speeds between key nodes and intersections from
  - CRD Regional Planning travel time surveys
  - BC Transit travel time surveys
  - Ministry of Transportation and Infrastructure speed information from permanent count stations
  - Travel time surveys done by member municipalities
- Congestion levels as determined by CRD Regional Transportation Model
- Accidents and Safety – data from MOTI and ICBC
- GIS layers covering the CRD
  - Road centerline network
  - Cadastral
  - Natural features
  - Orthophotos (2007)
  - Jurisdictional boundaries
  - Census boundaries
  - Traffic Analysis Zone (TAZ) layer from Regional Transportation Model
- CRD Regional Transportation Model consisting of:
  - A Base scenario calibrated to 2006 Census and Survey data.
  - A 2038 Forecast scenario based on committed transportation projects and existing development trends.
- Demographic and survey data
  - 2006 Census of Canada
  - 2006 CRD Origin/Destination Household Travel Survey
  - Population and employment projections by municipality to 2038

Some of these data sets contain information which is subject to Confidentiality guidelines and the Consultant will be required to sign a data sharing agreement with the CRD for permission to use.