

**CAPITAL REGIONAL DISTRICT
Regional Planning Services Department**

Staff Report to the Regional Planning Committee
Meeting of Wednesday, July 20, 2005

SUBJECT:

2005 Screen Line Data Collection Program – Contract Authorization

BACKGROUND:

Sept. 15, 2004 Regional Planning Committee (RPC) endorsed the recommendation to improve the Regional Transportation Data Acquisition Program and that Regional Planning Services include as part of its 2005 Budget submission, a request to increase the funding for the acquisition of transportation data under the budget section "Contract for Services" from \$15,000 to \$83,000.

Apr. 2005 2005 Capital Regional Budget is approved that including the enhanced Regional Transportation Data Acquisition Program.

DISCUSSION:

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Based on the approved budget, Regional Planning Services proceeded to prepare the data acquisition program for 24-hour automatic counts and P.M peak period classification and occupancy counts for 2005. The program is a continuation of work undertaken in 2003 and 2004.

The 2005 program is timed to complete the data acquisition needed prior to proceeding with the 2006 Household Travel Origin and Destination Survey. This year's planned work will result in completing data collection in the Urban Core and West Shore Communities. In total we have scheduled 224 72-hour, 45 7-day and 53 Classification count sites. The classification count sites are for the peak P.M. period from 2:30 to 6:30 P.M. The quote from the consultant to do the 2005 program is \$76,380.

This report was forward to RPC as a requirement of CRD policy and procedures for engaging consultants. Where a single consultant is identified for a task, which is estimated to be in excess of \$20,000 in total for all phases of the work, the approval of the consultant must be obtained from the applicable committee/commission.

RPS has over the last decade engaged the local firm – TransTech Data Services - due to their extensive experience working with the Province of BC in this type of data collection. Historically, their service has been on time and on budget.

Since TransTech Data Services is the only firm in BC that can provide this service, it is recommended the firm be engaged to undertake the 2005 CRD data acquisition program.

RECOMMENDATIONS:

That Regional Planning Services on behalf of the Capital Regional District be authorized to enter a contract with TransTech Data Services in the amount of \$76,380 to undertake the 2005 Data Acquisition Program.

RGS CONSISTENCY:

To support the monitoring of the TravelChoices Strategy and its future implementation, the annual data acquisition program provides information on travel demand and trends for all modes.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION:

Funds for this project are included in the 2005 Regional Planning Services budget.

Larry Roberts
Manager, Transportation Planning

Mark Hornell, MCIP
Director, Regional Planning Services

ACTING CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

W. Eccleston, BA, BEd, MBA, CHRP
Acting Chief Administrative Officer

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