



## Staff Report

### April 13, 2021

**TO:** Honorable Mayor and Members of the Town Council  
**FROM:** Mary Beth Van Voorhis, Planning Director  
**DATE:** April 13, 2021  
**RE:** Contract with Wood Rodgers, Inc. for Professional Engineering Services related to the General Plan Circulation Element Update – Phase 2

#### **Recommendation**

Staff recommends the Town Council adopt the attached resolution (Exhibit A) and authorize the Town Manager to enter into contract with Wood Rodgers, Inc. for Professional Engineering Services related to the General Plan Circulation Element Update – Phase 2. This contract proposes to update the technical analyses and data portion of the Town of Loomis General Plan Circulation Element and includes tasks to complete Phase 2 of the Circulation Element Update in the amount of \$57,020.

#### **Issue Statement and Discussion**

The Town's need to update the 2016 Circulation Element during the current 2020 General Plan Update seeks to update traffic data which will include the following tasks as further described in Exhibit B:

- Task 1 – Traffic Data Collection
- Task 2 – Future Traffic Volume Forecasts
- Task 3 – Operations and Deficiencies Analysis
- Task 4 – Vehicle Miles Traveled Summary
- Task 5 – Update Goals and Policies
- Task 6 – Update Transportation System Improvements
- Task 7 – Meeting, Coordination, and Final Document

Due to the COVID-19 pandemic, the proposal includes the use of a StreetLight project data subscription to capture historical 2019 (pre-COVID) weekday average daily traffic (ADT) information to update the 2016 traffic scenarios in 38 roadway segment count locations.

Future traffic volume forecasts will be prepared under one future year condition for all study area roadway segments using the Existing and Proposed General Plan Update Conditions scenarios in the SACSIM travel demand model (TDM) and be integrated as part of the General Plan Update Environmental Impact Report Traffic Section under a separate contract as a subconsultant to AECOM and will update the future conditions figures in the Circulation Element.

Wood Rodgers will estimate existing conditions (not future conditions) level of service (LOS) and delay at the study intersections using Highway Capacity Manual (HCM) 6<sup>th</sup> edition methodologies and Synchro software to produce the LOS and deficiency tables and figures.

Wood Rodgers will provide a summary of vehicle miles traveled (VMT) in the Town under existing and future conditions as part of the Circulation Element and/or setting section of the General Plan including a summary of VMT and appropriate tables.

Wood Rodgers will prepare the updated Circulation Element goals and policies.

Wood Rodgers will review and update the lists of transportation system improvements and descriptions and update the improvement maps.

Wood Rodgers is committed to attend all related General Plan update committee, commission, council, and team meetings (total 10) from March 2021 to August 2021 and assumes these meetings will be complete by October 2021 with delivering the final updated Circulation Element and Setting.

Wood Rodgers continues to provided exceptional service for the Town of Loomis.

**CEQA Requirements**

There are no CEQA implications associated with the recommended action.

**Financial and/or Policy Implications**

Funding for this contract will be from the General Plan Update.

**Attachments**

- A. Resolution
- B. Wood Rodgers Proposal

**TOWN OF LOOMIS**

RESOLUTION NO. 21 - \_\_\_\_

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOOMIS  
APPROVING A CONTRACT BETWEEN THE TOWN OF LOOMIS AND WOOD RODGERS, INC.  
FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE  
2020 GENERAL PLAN CIRCULATION ELEMENT UPDATE – PHASE 2**

**WHEREAS**, the Town desires to contract with Wood Rodgers, Inc. ("Wood Rodgers for Professional Engineering Services related to the 2020 General Plan Circulation Element Update - Phase 2 ("Contract"); and

**WHEREAS**, this contract proposes to update the technical analyses and data portion of the Town of Loomis 2020 General Plan Circulation Element; and

**WHEREAS**, Town staff requested and received a proposal from Wood Rodgers for Phase 2 services associated with the 2020 General Plan Circulation Element in the amount of \$57,020; and

**WHEREAS**, Town staff recommends approval of this contract which will include traffic data collection, future traffic volume forecasts, operations and deficiencies analysis, vehicle miles traveled summary, updated goals of policies of the Circulation Element in addition to updating the transportation system improvements, including update of the Environmental Impact Report Traffic Section; and

**WHEREAS**, the Town and Wood Rodgers now desire to approve a Professional Engineering Services Contract related to the 2020 General Plan Circulation Element Update in the amount of %57,020.

**NOW, THEREFORE, IT IS MUTUALLY AGREED** by parties hereto to enter into said Contract.

**PASSED AND ADOPTED** by the Town Council of the Town of Loomis this 13th day of April 2021 by the following vote:

- AYES:**
- NOES:**
- ABSTAINED:**
- ABSENT:**

\_\_\_\_\_  
Mayor Jeff Duncan

ATTEST:

\_\_\_\_\_  
Charleen Strock, Town Clerk



March 3, 2021

Mr. Brad Donohue  
Public Works Director  
Town of Loomis  
3665 Taylor Road  
Loomis, California 95650  
(916) 652-1840

Dear Mr. Donohue,

Subject: Town of Loomis – Proposal for Professional Engineering Services Related to General Plan Circulation Element Update Phase 2

## **INTRODUCTION**

As previously discussed with the Town of Loomis (Town), Wood Rodgers, Inc. (Wood Rodgers) has prepared this proposal to update the technical analyses and data portion of the Town of Loomis General Plan Circulation Element. This proposal includes tasks to complete Phase 2 of the Circulation Element Update.

## **SCOPE OF WORK**

The Scope of Work for Phase 2 of the Town of Loomis General Plan Circulation Element Update includes the following tasks:

### **Task 1 – Traffic Data Collection**

Wood Rodgers will obtain historical year 2019 weekday average daily traffic (ADT) counts at the 38 roadway segments listed in Table 1 from a StreetLight project data subscription. Year 2019 data will be used because current traffic volumes may be lower than they were in 2019 due to the ongoing COVID-19 pandemic. Wood Rodgers will purchase a 1-year, 50-zone project subscription to a StreetLight Lite data package. All data will be obtained from Tuesday, Wednesday, and/or Thursday conditions and will avoid any known bad weather or incidents.

Wood Rodgers will not obtain new 85<sup>th</sup> percentile speeds at the 38 study roadway segments. Roadway speeds in Loomis have likely not significantly changed between 2014 and 2019. Therefore, the Circulation Element Update will utilize the 85<sup>th</sup> percentile speeds collected via the year 2014 surveys performed for the prior Circulation Element Update.

**Table 1. Roadway Segment Count Locations**

#	Street	Roadway Segments
1	Bankhead Rd	King Rd to Saunders Ave
2		Saunders Ave to Sierra College Blvd
3	Barton Rd	Brace Rd to Gold Trail Way
4		Gold Trail Way to Rocklin Rd
5		Rocklin Rd to Indian Springs Rd
6	Brace Rd	Sierra College Blvd to I-80 Bridge
7		I-80 Bridge to Laird Rd
8	Del Mar Ave	King Rd to N. Town Limit
9		S. Town Limit to King Rd
10	Horseshoe Bar Rd	Taylor Rd to I-80 Bridge
11		I-80 Bridge to Horseshoe Bar Rd
12		Brace Rd to N. Town Limit
13	Humphrey Rd	Arcadia Ave to N. Town Limit
14		King Rd to Arcadia Ave
15	King Rd	Del Mar Ave to Bankhead Rd
16		Bankhead Rd to Humphrey Rd
17		Humphrey Rd to Taylor Rd
18		Taylor Rd to Bush Ln
19		Bush Ln to I-80 Bridge
20	Laird Rd	Brace Rd to White Ln
21		White Ln to S. Town Limit
22	Rippey Rd	Taylor Rd to N. Town Limit
23	Rocklin Rd	James Dr to Barton Rd
24	Saunders Ave	Bankhead Rd to McAllen Ln
25		McAllen Ln to Webb St
26	Sierra College Blvd	N. Town Limit to King Rd
27		King Rd to Bankhead Rd
28		Bankhead Rd to Brace Rd
29		Brace Rd to N. Granite Dr
30	Swetzer Rd	King Rd to N. Town Limit
31	Taylor Rd	S. Town Limit to Sierra College Blvd
32		Sierra College Blvd to Circle Dr
33		Circle Dr to Horseshoe Bar Rd
34		Horseshoe Bar Rd to King Rd
35		King Rd to N. Town Limit
36	Webb St	King Rd to Taylor Rd
37	Wells Ave	Barton Rd to Rickety Rack Rd
38		Rickety Rack Rd to Morgan Place

Wood Rodgers will not collect new intersection turning movement counts at the 14 intersections listed in Table 2. Instead, Wood Rodgers will obtain past AM and PM peak hour turning movement volumes at the 14 study intersections from the Loomis Costco Environmental Impact Report (EIR) and/or the Village at Loomis EIR and growth/factor those recent counts to year 2019 conditions. Wood Rodgers will develop yearly growth rates/factors for each intersection leg by comparing year 2019 roadway segment ADTs from StreetLight to past roadway segment ADTs. This methodology will be confirmed with the Town Engineer during the process.

**Table 2. Study Intersection Locations**

#	Intersection
1	Sierra College Boulevard/I-80 EB
2	Sierra College Boulevard/I-80 WB
3	Sierra College Boulevard/Granite Drive
4	Sierra College Boulevard/Brace Road
5	Sierra College Boulevard/Taylor Road
6	Barton Road/Laird Road
7	Horseshoe Bar Road/I-80 EB Ramps
8	Horseshoe Bar Road/I-80 WB Ramps
9	Horseshoe Bar Road/Library Drive
10	Horseshoe Bar Road/Taylor Road
11	Taylor Road/Webb Street
12	Taylor Road/King Road
13	King Road/Swetzer Road
14	King Road/Boyington Road

Deliverables for Task 1 will include: 1) year 2019 traffic count data; and 2) updated existing conditions volume figures in the Circulation Element.

**Task 2 – Future Traffic Volume Forecasts**

Wood Rodgers will prepare future traffic volume forecasts under one future year condition for all study area roadway segments using the Existing and Proposed General Plan Update Conditions scenarios in the SACSIM travel demand model (TDM). Wood Rodgers will prepare the SACSIM TDM scenarios as part of the General Plan Update Environmental Impact Report Traffic Section under a separate contract as a subconsultant to AECOM. Wood Rodgers will use the difference method and/or growth rates to develop the forecasts.

Deliverables for Task 2 will include: 1) future year traffic volume data; and 2) updated future conditions volume figures in the Circulation Element.

### **Task 3 – Operations and Deficiencies Analysis**

Wood Rodgers will estimate existing conditions (not future conditions) level of service (LOS) and delay at the study intersections using Highway Capacity Manual (HCM) 6<sup>th</sup> Edition methodologies (or another methodology specified by the Town) and Synchro software. The CA MUTCD peak hour signal warrant will also be checked for unsignalized study intersections. Wood Rodgers will estimate existing and future conditions volume-to-capacity ratios and LOS at the study roadway segments using the Town of Loomis Roadway Classification Capacity Thresholds and ADT volumes. LOS and delay results will be summarized in tables, and deficiencies will be identified and discussed.

Deliverables for Task 3 will include: 1) LOS and deficiency tables and figures.

### **Task 4 – Vehicle Miles Traveled Summary**

Wood Rodgers will provide a summary of vehicle miles traveled (VMT) in the Town of Loomis under existing and future conditions as part of the Circulation Element and/or Setting. VMT may be summarized in terms of VMT per capita, VMT per employee, total VMT, VMT by facility type, etc. All VMT information will be obtained from the General Plan Update EIR Traffic Section under a separate contract as a subconsultant to AECOM

Deliverables for Task 4 will include: 1) a summary of VMT and appropriate tables.

### **Task 5 – Update Goals and Policies**

Wood Rodgers will prepare the updated Circulation Element goals and policies based on the results of the Town's Circulation Committee meetings, public comments, the review prepared as part of Phase 1 of this Circulation Element Update, and input from Town staff. This will be an iterative process that goes through several rounds of review by the Circulation Committee and Town staff. Wood Rodgers assumes input and comments on the Goals and Policies will be complete upon completion of the planned five (5) Circulation Committee meetings.

Deliverables for Task 5 will include: 1) updated circulation goals and policies.

### **Task 6 – Update Transportation System Improvements**

Wood Rodgers will review the currently proposed vehicular, bicycle, and pedestrian improvements contained in the currently adopted Circulation Element and recommend potential additions/subtractions/modifications. Recommendations will be based on deficiencies identified in Task 3, effectiveness and feasibility of proposed solutions, input from the Town committees and staff, and public comments. Wood Rodgers will update the improvement descriptions and figures in the Circulation Element. Wood Rodgers assumes the Town's Roadway Cross-Sections will not be updated as part of this task.

Deliverables for Task 6 will include: 1) updated lists of transportation system improvements and descriptions; and 2) updated improvement maps.

**Task 7 – Meetings, Coordination, and Final Document**

Wood Rodgers will attend relevant General Plan Update commission meetings and team meetings, and coordinate with Town staff and other consultants. Task 7 assumes Wood Rodgers will attend up to 10 commission meetings, from March 2021 to August 2021. Wood Rodgers will prepare a final updated Circulation Element and Setting utilizing the results of Tasks 1 through 6. Wood Rodgers assumes the General Plan Update process and associated meetings will be complete by October 2021.

Deliverables for Task 7 will include: 1) final updated Circulation Element and Setting.

**PROJECT COST AND SCHEDULE**

Table 3 (attached) describes the estimated costs to accomplish the work as proposed above. Wood Rodgers estimates that the work can be accomplished with a total budget of \$57,020. Wood Rodgers will complete Task 1 within approximately three (3) weeks of notice to proceed. The time required to complete Tasks 2 through 7 will depend on the overall schedule of the General Plan Update, as they rely on input from commissions, updated land use information, etc. Wood Rodgers assumes a preliminary completion date of October 2021 for the General Plan Update. It is our understanding that this project would be completed under our current On-Call Agreement (dated February 21, 2019), and that all provisions of that agreement would be in effect. A current Wood Rodgers Fee Schedule is included as **Exhibit "A"**.

If you are in agreement with the proposed Scope of Work and Fee Estimate, please sign below and return to us at your earliest convenience.

Wood Rodgers appreciates the opportunity to be of service to the Town of Loomis on this project. Should you have any questions, please contact me at (619) 306-7334 or via email at [gparker@woodrogers.com](mailto:gparker@woodrogers.com).

Sincerely,



Glen Parker, P.E.  
Principal

IN AGREEMENT WITH THE ABOVE TERMS:

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Date: \_\_\_\_\_

Enclosures



Table 3. Fee Estimate

Staff Type	Rate	Principal Engineer II	Associate Engineer I	Engineer II	Engineer I	Project Coordinator	Direct Costs (Traffic Counts)	Task Hours	Task Cost
	\$ 255	\$ 190	\$ 170	\$ 155	\$ 135				
Task 1 Traffic Data Collection		8			8		\$ 7,000	16	\$ 9,760
Task 2 Future Traffic Volumes		8	8		8			24	\$ 4,120
Task 3 Operations and Deficiencies Analysis		8	12		40			60	\$ 9,760
Task 4 Vehicle Miles Traveled Summary		8			8			16	\$ 2,760
Task 5 Update Goals and Policies		24	8					32	\$ 5,920
Task 6 Update Transportation System Improvements		16	16		8			40	\$ 7,000
Task 7 - Meetings, Coordination, and Final Document	16	48	16		8	4		92	\$ 17,700
Subtotals	\$ 4,080	\$ 22,800	\$ 10,200	\$ 12,400	\$ 540	\$ 7,000		280	\$ 57,020
Total									\$ 57,020

EXHIBIT "A"



SACRAMENTO & ROSEVILLE FEE SCHEDULE  
Effective January 1, 2021

CLASSIFICATION	STANDARD RATE
Principal Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$255
Principal Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$225
Associate Engineer/Geologist/Surveyor/Planner/GIS/LA* III	\$210
Associate Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$200
Associate Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$190
Engineer/Geologist/Surveyor/Planner/GIS/LA* III	\$180
Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$170
Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$155
Assistant Engineer/Geologist/Surveyor/Planner/GIS/LA*	\$120
CAD Technician III	\$155
CAD Technician II	\$135
CAD Technician I	\$120
Project Coordinator	\$135
Administrative Assistant	\$100
1 Person Survey Crew	\$215
2 Person Survey Crew	\$315
3 Person Survey Crew	\$405
Consultants, Outside Services, Materials & Direct Charges	Cost Plus 10%
Overtime Work	Rate Plus 50%

\*LA = Landscape Architect

Blueprints, reproductions, and outside graphic services will be charged at vendor invoice. Auto mileage will be charged at the IRS standard rate, currently 56.0 cents per mile.

Fee Schedule subject to change January 1, 2022.