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NextEng Consulting Group Inc.

October 25, 2022
Our Ref. PP-21-313

Wellings 2019 Inc.
2962 Carp Road
Carp, ON K0A 1L0

Attention: George Whittington

**Re: Engineering Service – Transportation Impact Study
Proposed Residential Development
Wellings of Port Hope, Municipality of Port Hope**

OVERVIEW

Nextrans Consulting Engineers (A Division of NextEng Consulting Group Inc.) is pleased to provide this scope of work and cost estimate to prepare a Transportation Impact Study in support of an Official Plan Amendment and Zoning By-law Amendment application(s) for the above noted property.

Nextrans has completed a number of projects in the Municipality of Port Hope. We are confident that our staff expertise in the field of transportation planning/engineering, as well as our previous experience in the area will provide a great value and service to the project team and the proposed development.

It is our understanding that the subject property is located northwest of Henderson Street and Jocelyn Street in Port Hope, Ontario. The development proposal includes a residential development with 36 townhouse units and 75 dwelling units within a mid-rise residential building.

Based on the preliminary site plan provided, access is provided via two full movement driveways onto Henderson Street. As part of the study, we will comment on the suitability of the access location, as well as advising on the requirements for auxiliary lanes at the proposed site access, if appropriate. AutoTURN software will be utilized to assess the manoeuvrability of service vehicles such as a garbage truck, fire truck and passenger vehicles.

Parking, loading and other requirements for the proposed development will be assessed based on the requirements outlined in the Municipality of Port Hope's harmonized Zoning By-law.

The study will be undertaken to ensure conformity to Municipality of Port Hope and County of Northumberland's Terms of Reference for the preparation of Transportation Impact Study. It is our understanding that these requirements include:

- a. Trip Generation and Modal Split Assumptions

- b. Trip Distribution
- c. Background and Horizon Traffic
- d. Trip Assignment and Total Traffic Forecasts
- e. Traffic Analysis
- f. Intersection Improvements
- g. Review and Justify parking supply
- h. Road Widening Impacts
- i. Provisions for Non-auto modes
- j. Findings and Recommendations
- k. Reporting

Based on the information above, Nextrans offers the following scope of work. It should be noted that as per the Municipality and the County's requirement, the proposed scope of work will be submitted to the Municipality and the County for their comment/acceptance prior to the commencement of the study.

PROPOSED SCOPE OF WORK

1. Traffic Data Collection and Review

To satisfy the Municipality and the County requirements, turning movement counts will be collected for the weekday AM (7am-10am) and PM (4pm-7pm) peak periods at the following area intersections:

- o Toronto Road / Marsh Road & Jocelyn Street (signalized);
- o Henderson Street & Freeman Drive / Jocelyn Street (unsignalized); and
- o Jocelyn Street / Scriven Boulevard (unsignalized).

The associated costs to undertake the above noted intersection counts by our third-party surveyor applying MioVision cameras and software is estimated at **\$1,500.00** and IS NOT included in the prescribed fees detailed below.

2. Existing Assessment

Once existing traffic volumes have been collected, a baseline model of existing traffic operations for the study area intersections will be prepared using Synchro v.10 for the identified critical time periods (weekday AM and PM peak hours). The existing analysis will include levels of service, volume to capacity ratios, and queuing at the key study intersections for auto mode.

Existing operation assessment for transit and active mode of transportation will also be conducted for the area, as per the Municipality and the County's requirements.

3. Future Background Traffic Assessment

The future background conditions consist of background growth and other proposed background development traffic in the vicinity of the proposed development. Historic traffic counts such as AADT will be obtained from the Municipality/County to estimate the background growth rate for the assumed 5-year time horizon. Nextrans will request any additional studies for "other developments" within the study area and incorporate into the future background scenario.

Operational deficiencies as a result of future forecasted traffic volumes will be identified and mitigative measures will be proposed and documented in the final report.

If appropriate, operation assessment for transit and active mode of transportation will also be conducted for the area to identify any missing gaps in the network.

4. Proposed Development Traffic

The 2016 Transportation Tomorrow Survey (TTS) and the Trip Generation Manual, 11th Edition published by the Institute of Transportation Engineers (ITE) information will be reviewed to estimate the modal split, trip distribution and trip generation for the proposed development.

5. Future Total Traffic Assessment

The future total traffic conditions consist of future background traffic plus site generated traffic. Operational deficiencies as a result of site traffic will be identified and mitigative measures will be proposed and documented in the final report. We will develop and recommend appropriate intersection controls and geometric improvements for the proposed site accesses and boundary intersections, where appropriate.

The future total operation assessment for transit and active mode of transportation will also be conducted for the area, as per the Municipality and the County's requirements.

6. Transit, Active Transportation and Transportation Demand Management Plan

- Nextrans will conduct a review of the existing and proposed future transit network in the area. Based on these findings, appropriate recommendations will be provided to ensure adequate walking distances to/from the proposed development to transit stations/stops.
- Nextrans will review the existing and proposed future active transportation network in the area. Based on these findings, Nextrans will identify missing gaps and additional interconnections and connections from the proposed development to adjacent land uses, the Municipality and the County's facilities, as well as to transit stations/stops.
- A Transportation Demand Management (TDM) assessment will be undertaken to identify specific measures and programs to reduce single-occupant-vehicle trips to/from the proposed development. These TDM measures and programs may include but not limited to, Carpooling, Auto Share, Bike racks, Parking management strategies, etc. The TDM report will be completed and included as part of this Study for submission purposes submitted in accordance with the Municipality and the County requirements.

7. Parking Justification/On Site Circulation and Site Access Review

- Review the available parking to determine whether the proposed parking supply is sufficient to accommodate the parking demand of the proposed site and meets the Municipality's Zoning By-law requirements.
- Provide a recommended minimum parking rate for proposed land uses, based on best practices and shared parking rationale (if appropriate).

- Nextrans will review and provide comment on the most recent site plan with respect to the functionality of the internal vehicular circulation to facilitate vehicle maneuvering, loading, servicing, parking and pick-up / drop-off activities.
- AutoTURN will be utilized to confirm the turning radius requirements and site circulation for passenger and heavy vehicles.
- Determine the appropriateness of access location and ensure adequate connections to main corridors are provided.
- Determine if the site access locations confirm to the Municipality/County standards vis-a-vis spacing, clear throat, sight lines and setback minimum criteria.
- If requested, Nextrans will prepare an internal signage and Way finding Signage plan depicting location of all regulatory signage as well as location of all convex mirror and pavement markings.

8. Documentation

A Draft Transportation Impact Study report will be prepared outlining the study methodology, findings and recommendations for review by the Client and Project Team. Based on comments received and your authorization, a final study report will be prepared for submission to approving agencies (the number of copies to be determined at time of submission).

9. Meetings

Project staff will be available to attend progress meetings with the client, follow-up meetings with approving agency staff, as necessary, and be available to present and support the study findings during the approval process before or after submission of our final report and will be billed per the attached **Schedule A** rates for staff in attendance.

FEE ESTIMATE, SCHEDULE, AND TERMS

We are prepared to undertake work program described herein (Tasks 1 through 8 inclusively) for a Fixed Fee of SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$7,500.00) plus HST. Data collection, printing cost and other disbursements will not be included in the fixed fee. We will invoice monthly on the value of work completed and payment is due a maximum of thirty (30) days following the date of invoice and in accordance with the terms identified in the attached **Schedule A**.

The above fee does not reflect additional study activities not included in the work program outlined above. These include (but are not limited to) such tasks as the preparation of conceptual / functional / detailed design drawings and / or significant changes to the analysis / report triggered by site plan, land use, or site access changes after the analysis has begun.

Please be advised that although our proposed scope includes what we believe is necessary to provide a report addressing all the issues raised, should the approving agencies require additional level of effort (through follow-up after submission / review of the final report, which is quite typical in these matters), this 'follow-up work' would be deemed an extra and charged in addition to our prescribed fee estimate and only upon client/owner instruction.

We are prepared to have our Study completed in accordance with the schedule noted in the RFP document provided authorization to proceed and a retainer for 30% (\$2,250.00) of the prescribed fee is received by this office in a timely manner.

If the enclosed proposal to undertake and complete the work program outlined above is acceptable, please sign one (1) copy of the enclosed Project Authorization Form and return it to us via email along with the retainer cheque as our official authorization to proceed.

We thank you for the opportunity to submit this proposal and we look forward to working with you on this assignment. Please do not hesitate to contact us should you have any questions about the foregoing. We respectfully await your instruction to proceed.

Yours truly,

Nextrans Consulting Engineers

A Division of NextEng Consulting Group Inc.



Richard Pernicky, MITE
President

PROJECT AUTHORIZATION

Our Ref: PP-21-313
NextEng Consulting Group Inc.
520 Industrial Parkway South, Suite 201
Aurora ON L4G 6W8

Attention: Richard Pernicky, MITE
Principal

Re: **Engineering Service – Transportation Impact Study
Proposed Residential Development
Wellings of Port Hope, Municipality of Port Hope**

This is to accept your proposal for the above project, dated October 25, 2022, for a fixed fee of SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$7,500.00) plus Expenses, Disbursements and HST, and to certify that I have the authority to accept and execute this document on behalf of the corporation/company. Please forward all invoicing to:

Wellings 2019 Inc.
2962 Carp Road
Carp, ON K0A 1L0

Attention: **George Whittington**

Name and/or address if different from above:

Telephone No.: 905 767 6550

Email: gw@nlgc.com

Per: GW

George Whittington
(Please Print Name)

Title: Development Planner
(I Have the Authority to Bind the Corporation)

Date: October 26, 2022

Billing Preference (specify one):

Email (per above) Alternate Email: ap@nlgc.com

SCHEDULE A

HOURLY RATES AND TERMS OF PAYMENT

Rates:

Standard hourly rates for professional staff are as follows:

- | | |
|-----------------------------------|----------------|
| • PROJECT DIRECTOR/PRINCIPAL(S) - | \$325 per hour |
| • PROJECT MANAGER - | \$265 per hour |
| • CONTRACT ADMINISTRATOR - | \$190 per hour |
| • SENIOR CIVIL ENGINEER - | \$210 per hour |
| • PROJECT ENGINEER - | \$190 per hour |
| • SENIOR CIVIL/ROAD DESIGNER - | \$190 per hour |
| • CIVIL/ROAD DESIGNER - | \$160 per hour |
| • SENIOR TRAFFIC ANALYST/PLANNER | \$150 per hour |
| • TRAFFIC ANALYST/DESIGNER | \$130 per hour |
| • CONSTRUCTION INSPECTOR - | \$100 per hour |

Note: Attendance at an Ontario Municipal Board/LPAT/TLAB hearing(s) and Civil Litigation hearings will be charged at 1.5 times standard hourly. Attendance at a Committee of Adjustment Hearing will be charged in accordance with the prescribed hourly rates, to a minimum of \$500.00 per occurrence.

Disbursements:

Additional costs (disbursements) will be charged as follows:

- 6% of Invoiced Fee to accommodate: computers, telecom, insurance, field supplies, general printing, car allowance and travel (mileage) within 75km radius of Nextrans Head Office.
- Report printing (as instructed): at cost Plus 15% mark up.
- Courier (as instructed): at cost Plus 15% mark up.
- Mileage: \$0.50 per km - outside of 75km radius of Markham.
- Traffic/Parking Data Collection: at cost plus 15% mark up.

Payment Terms and Conditions:

Payment is due upon receipt of Invoice.

Outstanding invoices will be handled as follows:

- 60 days - a follow up email/phone call will be provided.
- 90 days - a letter/EMAIL will be provided indicating that all work has ceased.
- To reactivate a project, all Fees shall be paid in full as well as an administration fee of \$500.00.

RATES applicable through to billing period ending December 31, 2022