

Crashes = 1

Location Type Intersection  
 Location Unique 3135  
 Location Description BEAUREPAIRE/SOUTHERN CROSS

Location : Chainage	Police Reference	Date/Time Direction	Severity Lane	Injury Type Position	Crash Type Movement	Number of Casualties Visibility	Number of Vehicles	Road Surface	Weather	Rum Code
BEAUREPAIRE/SOUTHERN CROSS 2008-0291523	Vehicle 1 Vehicle 2	18/06/2008 7:00 North bound North bound	Property Damage Only 1st (kerb or left) lane 1st (kerb or left) lane	Approaching intersection Approaching intersection	Straight ahead Straight ahead	6 Not obstructed Not obstructed	0	2 Good dry surface	Fine	301
BEAUREPAIRE/SOUTHERN CROSS 2008-9273302	Vehicle 1	22/11/2008 21:00 North bound	Property Damage Only Right turn lane	Within intersection	Right turn	19 Not obstructed	0	1 Wet surface	Heavy rain	707
BEAUREPAIRE/SOUTHERN CROSS 2009-9108869	Vehicle 1 Vehicle 2	21/07/2009 7:55 West bound North bound	Property Damage Only 1st (kerb or left) lane Right turn lane	Within intersection Within intersection	Straight ahead Right turn	2 Not known Glare or dazzle	0	2 Good dry surface	Fine	104
BEAUREPAIRE/SOUTHERN CROSS 2010-1196752	Vehicle 1	3/09/2010 23:30 North bound	Property Damage Only Right turn lane	Within intersection	Right turn	19 Windscreen, fog, etc	0	1 Wet surface	Heavy rain	707
BEAUREPAIRE/SOUTHERN CROSS 2011-1187936	Vehicle 1 Vehicle 2	19/11/2011 16:05 West bound East bound	Property Damage Only 1st (kerb or left) lane Right turn lane	Approaching intersection Within intersection	Straight ahead Right turn	1 Not obstructed Not obstructed	0	2 Good dry surface	Fine	202

Crashes = 5

Total Crashes = 13

**STREET REPORT**

Run for: gmazur

Run on: 12/10/2012 13:16

History Location: TRICKETT STREET - showing Intersections (including Major Intersection) and Midblocks

Report Date Range: 01/01/2007 12:00:00 AM -> 31/12/2011 11:59:59 PM

Location Type Intersection  
 Location Unique 3639  
 Location Description GRIFFITHS/TRICKETT

Location : Chainage	Police Reference	Date/Time Direction	Severity Lane	Injury Type Position	Crash Type Movement	Number of Casualties Visibility	Number of Vehicles	Road Surface	Weather	Rum Code
GRIFFITHS/TRICKETT	2007-4896867 Vehicle 1	7/07/2007 2:00 East bound	Property Damage Only 1st (kerb or left) lane	Into driveway	Right turn	19 Not obstructed	0	1. Good dry surface	Fine	502
GRIFFITHS/TRICKETT	2008-3735181 Vehicle 1	9/02/2008 2:45 North bound	Property Damage Only 1st (kerb or left) lane	Approaching intersection	Right turn	19 Not obstructed	0	1. Good dry surface	Fine	803
GRIFFITHS/TRICKETT	2010-325010955 Vehicle 1 Vehicle 2	15/10/2010 18:00 West bound South bound	Property Damage Only 1st (kerb or left) lane 1st (kerb or left) lane	Within intersection Within intersection	Right turn Straight ahead	2 Not obstructed Not obstructed	0	2. Wet surface	Light rain	104

Crashes = 3

Location Type Intersection  
 Location Unique 3603  
 Location Description BEAUREPAIRE/TRICKETT

Location : Chainage	Police Reference	Date/Time Direction	Severity Lane	Injury Type Position	Crash Type Movement	Number of Casualties Visibility	Number of Vehicles	Road Surface	Weather	Rum Code
BEAUREPAIRE/TRICKETT	2009-9148889 Vehicle 1	22/05/2009 8:50 East bound	Property Damage Only 1st (kerb or left) lane	Within intersection	Right turn	19 Not obstructed	0	1. Loose surface	Fine	707
BEAUREPAIRE/TRICKETT	2010-3289324 Vehicle 1 Vehicle 2	12/08/2010 10:00 South bound East bound	Property Damage Only Other 1st (kerb or left) lane	Out of driveway Within intersection	Backing Straight ahead	9 Not obstructed Not obstructed	0	2. Good dry surface	Fine	406

Crashes = 2

Total Crashes = 5

69

**Vikneson, Jayanthy**

---

**From:** Vikneson, Jayanthy  
**Sent:** Thursday, 11 October 2012 4:28 PM  
**To:** 'David Lavin (Canberra)'  
**Cc:** Taylor, John; Kim Turner (Canberra); Gregory Taylor  
**Subject:** RE: LATM works - Beaurepaire Cr, Trickett St and Messenger St

Hi David,

Thank you for your fee proposal in your letter dated 26<sup>th</sup> September 2012. Your fee proposal of \$: (excl GST) is accepted.

We have considered your suggestion of adopting a staged process, but will not be taking up this option.

Also, as discussed, the consultation period must start in November 2012 and end before Christmas 2012.

Regards,  
ayanthy

---

**From:** David Lavin (Canberra) [mailto:david.lavin@cardno.com.au]  
**Sent:** Thursday, 27 September 2012 12:36 PM  
**To:** Vikneson, Jayanthy  
**Cc:** Shoukallah, Rifaat; Quinlan, David; Taylor, John; Kim Turner (Canberra); Gregory Taylor  
**Subject:** RE: LATM works - Beaurepaire Cr, Trickett St and Messenger St

Jayanthy,

Further to your e-mail below, we are pleased to provide you with our fee proposal for the proposed Local Area Traffic Management (LATM) works on Beaurepaire Crescent, Trickett Street and Messenger Street as requested.

We look forward to your response. In the meantime, if you have any queries or require further clarification on any aspect of the attached fee proposal then please do not hesitate to contact the undersigned.

Regards,

David

**David Lavin**  
SENIOR ROADS ENGINEER  
CARDNO



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---

**From:** Vikneson, Jayanthi [<mailto:Jayanthi.Vikneson@act.gov.au>]  
**Sent:** Wednesday, 12 September 2012 4:22 PM  
**To:** David Lavin (Canberra)  
**Cc:** Shoukrallah, Rifaat; Quinlan, David; Taylor, John  
**Subject:** LATM works - Beaurepaire Cr, Trickett St and Messenger St

Hi David,

Following the evaluation of the Spofforth Street traffic calming measures, the ACT Government has decided to assess the need for additional traffic safety measures on Beaurepaire Crescent, Trickett Street and Messenger Street, which are now experiencing increases in traffic volumes/speeds.

The Traffic Management and Safety Section of Roads ACT seeks to engage you to investigate the above-mentioned streets. The scope of works for this project is:

1. Identify, examine and assess the traffic safety and amenity issues on Beaurepaire Crescent, Trickett Street and Messenger Street by analysing:
  - available traffic data (volume, speed and crash data)
  - complaints received by Roads ACT, and
  - feedback obtained from the Spofforth Street post-construction evaluation consultation.
2. Consider and develop traffic management options to mitigate/improve these issues. These options should not:
  - Transfer problems to other residential streets - displaced traffic should preferably be diverted onto arterial roads.
  - Adversely impact on ACTION bus services.
3. Prepare a table to document:
  - the relative effectiveness of each option to achieve a specified outcome
  - the advantages and disadvantages of each option, and
  - a cost estimate for each option.
4. Assist with community and key stakeholder consultation to obtain comment on the options for each street. It is expected that the community consultation will include:
  - an online survey through Time to Talk
  - information on TAMS website
  - hardcopy surveys available at the local library and shops, and
  - a mail out survey to all residences in Holt and Macgregor.
5. Analyse community and key stakeholder feedback for each street and recommend a scheme for implementation. Obtain Roads ACT's endorsement of the recommended option for each street.
6. Produce TCD plans for the endorsed options.

You have been previously sent a copy of the Spofforth Street evaluation report.

Please submit your fee proposal for the above by 4 pm on Thursday 27 September 2012.

Regards,  
Jayanthi

Jayanthi Vikneson | Traffic Management and Safety  
Phone: 02 6205 3208 | Fax: 02 6207 6872 | [jayanthi.vikneson@act.gov.au](mailto:jayanthi.vikneson@act.gov.au)  
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**Vikneson, Jayanthy**

---

**From:** Tracey Adhikari (Canberra) [tracey.adhikari@cardno.com.au]  
**Sent:** Monday, 29 October 2012 7:33 PM  
**To:** Vikneson, Jayanthy  
**Cc:** David Lavin (Canberra)  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St

Thanks Jayanthy

Tracey Adhikari  
PROJECT ENGINEER  
CARDNO



Phone +61 2 6112 4537 Fax +61 2 6112 4599  
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---

**From:** Vikneson, Jayanthy [mailto:Jayanthy.Vikneson@act.gov.au]  
**Sent:** Monday, 29 October 2012 4:11 PM  
**To:** Tracey Adhikari (Canberra)  
**Cc:** David Lavin (Canberra)  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St

Hi Tracey,

please see below for some responses/comments...

Regards,  
Jayanthy

---

**From:** Tracey Adhikari (Canberra) [mailto:tracey.adhikari@cardno.com.au]  
**Sent:** Monday, 29 October 2012 3:41 PM  
**To:** Vikneson, Jayanthy  
**Cc:** David Lavin (Canberra)  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St

Hi Jayanthy,

Just a few points to clarify

- a) Are we going to be involved in writing a Community Newsletter, referencing the questionnaire, or is that something separate that you will do? There is no separate Community Newsletter – a newsletter/cover letter with the initial questionnaire is to be circulated to all Holt & Macgregor residents. This will reference the Spofforth Street evaluation study and list the major issues identified by respondents in the cover letter, as well as advise that this study is to address concerns that have been raised about traffic on Messenger St, Trickett St and Beaufort St – see my earlier email today.

- b) Can you please confirm if we are printing the questionnaire? Yes
- c) We have applied to Australia Post to book for the letter drop, as they were 47% the cost of . 's quote. However, Australia Post require two weeks' notice and said they would undertake the letter drop on November 12<sup>th</sup>. We are currently working with them to see if we can get the letter drop done sooner, and will keep you informed. The consultation period must be a minimum of 6 weeks. So the latest date for the letter-box drop must be Friday 9<sup>th</sup> Nov so consultation can end on 21<sup>st</sup> Dec (the last day of the school term 2012).
- d) We would also like to discuss Roads ACT's Revision1 of the questionnaire and seek clarification of what needs to be changed. Will refine the formatting later today and send that over first thing tomorrow.

I'll give you a call tomorrow to discuss the points raised and confirm what is to go into the questionnaire.

Cheers

Tracey Adhikari  
PROJECT ENGINEER  
CARDNO



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---

**From:** Vikneson, Jayanthi [<mailto:Jayanthi.Vikneson@act.gov.au>]  
**Sent:** Monday, 29 October 2012 1:28 PM  
**To:** David Lavin (Canberra)  
**Cc:** Tracey Adhikari (Canberra)  
**Subject:** RE: LATM works - Beaurepaire Cr, Trickett St and Messenger St

Hi David,

We want to reference the Spofforth Street evaluation study and list the major issues identified by respondents in the cover letter. We also want to advise that this study is to address concerns that have been raised about traffic on Messenger St, Trickett St and Beaurepaire St. Respondents should also be invited to provide comments on any other issues that they may have.

The questionnaire, therefore, should seek views on issues on the streets under investigation, and also allow respondents to express other concerns about these streets as well as other streets in the area.

Kelly Ashcroft ([Kelly.Ashcroft@act.gov.au](mailto:Kelly.Ashcroft@act.gov.au), 6207-6882) is the contact person at TAMS CE. However all material has to be endorsed by Rifaat and then cleared by Kelly, so would suggest you send it to us first.

Please bill us separately for the reply paid responses.

Régards,  
Jayanthy

---

**From:** David Lavin (Canberra) [<mailto:david.lavin@cardno.com.au>]  
**Sent:** Saturday, 27 October 2012 10:16 PM  
**To:** Vikneson, Jayanthy; Tracey Adhikari (Canberra)  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St

Jayanthy,

Thanks for that...

We have a cover letter for the questionnaire which we'd like to put across for consideration and will get it to you Monday.

Following the initiation meeting our understanding was that we were to reference the Spofforth Street evaluation study in the questionnaire and ask if the respondents to this survey agreed that the main issues along Spofforth Street have been identified and understood correctly. Do you still want this included?

Please see below for other responses/comments.

Regards,

David

**David Lavin**  
SENIOR ROADS ENGINEER  
CARDNO



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---

**From:** Vikneson, Jayanthy [<mailto:Jayanthy.Vikneson@act.gov.au>]  
**Sent:** Friday, 26 October 2012 5:04 PM  
**To:** Tracey Adhikari (Canberra)  
**Cc:** David Lavin (Canberra)  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St

Hi Tracey,

Thanks for your email. I have made some changes, and attached the revised version. Please let me know if you have any comments or concerns. Also, I'm assuming you will do the final formatting of the questionnaire e.g. have dotted lines and/or boxes for responses, etc – We can sort out the formatting.

This will need to be cleared by TAMS Community Engagement before going to print. – You may have provided this already, but can we get the relevant contact details for the appropriate person from this team.

Some other comments:

- The on-line survey will be managed by CARDNO through your own account with Survey Monkey. The link to the survey will be through the TAMS Time to Talk website. – We are in the process of sorting this out and will advise accordingly in due course.
- The hardcopy survey responses and letters should be directed to a reply paid address arranged by CARDNO, and email comments should be directed to a CARDNO email account. Any issues raised by respondents that are not related to the project would be forwarded to Roads ACT for action/response. By sending responses direct to CARDNO we will avoid double handling by Roads to CARDNO and any delays that may result. – With respect to the reply paid, should we bill you guys directly for this or, less preferably, do we include this in our updated fee proposal? We will forward any non-study related correspondence to you as requested. Agreed, it makes sense for us to take receipt of the survey responses.
- We will need to put up some material on the Time to Talk website at <http://www.timetotalk.act.gov.au/>, including photos of the traffic calming measures mentioned in the questionnaire. – We will source some suitable images based upon the potential options identified in the survey

If you have any queries about the above please give me a call.

Thanks!  
And have a good weekend!

Regards,  
Jayanthi

Jayanthi Vikneson | Traffic Management and Safety  
Phone: 02 6205 3208 | Fax: 02 6207 6872 | [jayanthi.vikneson@act.gov.au](mailto:jayanthi.vikneson@act.gov.au)  
Roads ACT | Territory and Municipal Services Directorate | ACT Government  
Level 7 Macarthur House, 12 Wattle Street, Lyneham, ACT 2602 | [www.act.gov.au](http://www.act.gov.au)



---

**From:** Tracey Adhikari (Canberra) [<mailto:tracey.adhikari@cardno.com.au>]  
**Sent:** Thursday, 25 October 2012 4:29 PM  
**To:** Vikneson, Jayanthi  
**Cc:** David Lavin (Canberra)  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St

Hi Jayanthi

I have attached our questionnaire for your review. Please send comments back as soon as you are able. Thank you.

King Regards

Tracey Adhikari  
PROJECT ENGINEER  
CARDNO



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Letter to residents Holt and McGregor

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Dear Resident,

Following installation of the of speed cushions on Spofforth Street, approximately 12 months ago, a post implementation evaluation study was completed to determine the effectiveness of the scheme.

The primary objective of the scheme is to reduce the overall 85<sup>th</sup> %ile speed on Spofforth Street was achieved. However, the evaluation identified concerns which were expressed regarding the impact of traffic shifting from Spofforth Street to surrounding streets and particularly Beaurepaire Crescent, Trickett Street and Messenger Street.

In response to these concerns a study is about to commence to determine the feasibility of installing traffic calming measures on Beaurepaire Crescent, Trickett Street and Messenger Street, in line with the ACT Government Policy on Road Safety.

## Locations for proposed study

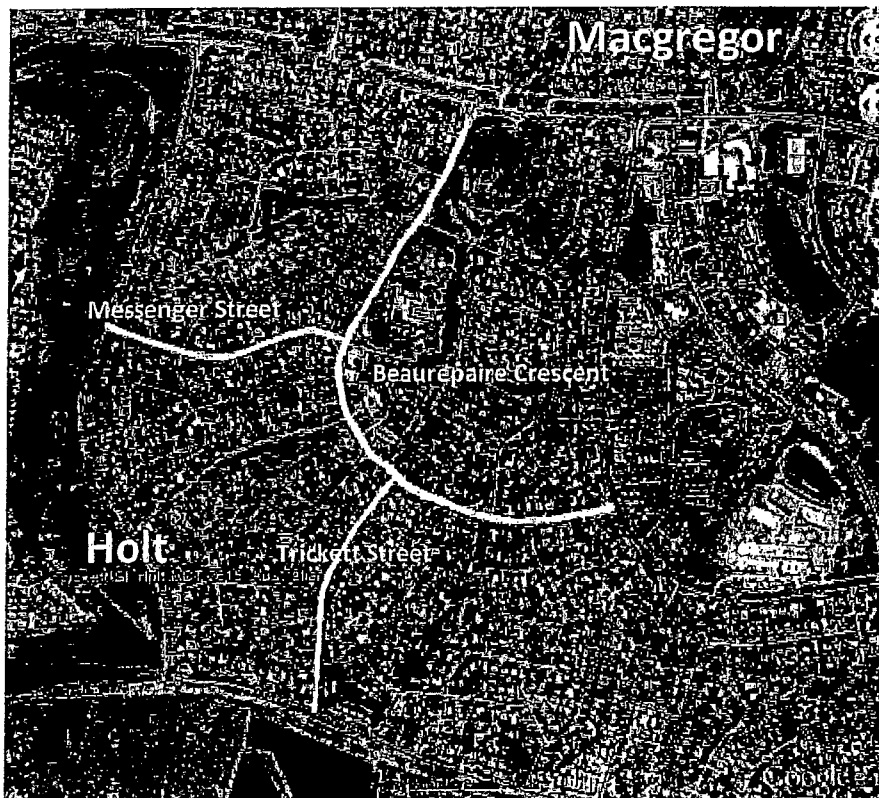


Figure 1: Google Map showing study area for traffic calming measures

The study will take place over three stages

- Stage 1:- Community Consultation - November 2012
- Stage 2:- Options Assessment and public meeting - February 2013
- Stage 3:- Announcement of preferred traffic calming option(s) - April/May 2013

**NOTE:** These dates are provisional. The preferred traffic calming option will potentially be implemented by June 2013.

The attached survey comprises of two elements:-

1. Spofforth Street – based on comments received to date, the survey asks if these concerns were correctly understood.
2. Beaurepaire Crescent, Trickett Street and Messenger Street – the second part of the survey aims to identify the main issues with traffic on these streets. This information will then be used to inform the choice of potential traffic calming measures.

Your views count, so please take the opportunity to complete and return the attached postage paid survey. Alternatively, you can access the survey online via the TAMS website

<http://www.timetotalk.act.gov.au/>

or by direct contact with [www.cardno.com.au](http://www.cardno.com.au). (To be confirmed)

The closing date for this survey is December 14.

**Vikneson, Jayanthi**

---

**From:** David Lavin (Canberra) [david.lavin@cardno.com.au]  
**Sent:** Saturday, 27 October 2012 10:16 PM  
**To:** Vikneson, Jayanthi; Tracey Adhikari (Canberra)  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Jayanthi,

Thanks for that...

We have a cover letter for the questionnaire which we'd like to put across for consideration and will get it to you Monday.

Following the initiation meeting our understanding was that we were to reference the Spofforth Street evaluation study in the questionnaire and ask if the respondents to this survey agreed that the main issues along Spofforth Street have been identified and understood correctly. Do you still want this included?

Please see below for other responses/comments.

Regards,

David

**David Lavin**  
SENIOR ROADS ENGINEER  
CARDNO



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**Cc:** David Lavin (Canberra)  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St

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This will need to be cleared by TAMS Community Engagement before going to print. – You may have provided this already, but can we get the relevant contact details for the appropriate person from this team.

Some other comments:

- The on-line survey will be managed by CARDNO through your own account with Survey Monkey. The link to the survey will be through the TAMS Time to Talk website. – We are in the process of sorting this out and will advise accordingly in due course.
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- We will need to put up some material on the Time to Talk website at <http://www.timetotalk.act.gov.au/>, including photos of the traffic calming measures mentioned in the questionnaire. – We will source some suitable images based upon the potential options identified in the survey

If you have any queries about the above please give me a call.

Thanks!  
And have a good weekend!

Regards,  
Jayanthi

Jayanthi Vikneson | Traffic Management and Safety  
Phone: 02 6205 3208 | Fax: 02 6207 6872 | [jayanthi.vikneson@act.gov.au](mailto:jayanthi.vikneson@act.gov.au)  
Roads ACT | Territory and Municipal Services Directorate | ACT Government  
Level 7 Macarthur House, 12 Wattle Street, Lyneham, ACT 2602 | [www.act.gov.au](http://www.act.gov.au)



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**From:** Tracey Adhikari (Canberra) [<mailto:tracey.adhikari@cardno.com.au>]  
**Sent:** Thursday, 25 October 2012 4:29 PM  
**To:** Vikneson, Jayanthi  
**Cc:** David Lavin (Canberra)  
**Subject:** RE: LATM works - Beaurepaire Cr, Trickett St and Messenger St

Hi Jayanthi

I have attached our questionnaire for your review. Please send comments back as soon as you are able. Thank you.

King Regards

Tracey Adhikari  
PROJECT ENGINEER  
CARDNO



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Address Level 2, 14 Wormald Street, Symonston ACT 2609 Australia  
Postal P.O. Box 7217, CPBC ACT 2610  
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**From:** Vikneson, Jayanthi [<mailto:Jayanthi.Vikneson@act.gov.au>]  
**Sent:** Tuesday, 23 October 2012 1:36 PM  
**To:** David Lavin (Canberra)  
**Cc:** Tracey Adhikari (Canberra)  
**Subject:** RE: LATM works - Beaurepaire Cr, Trickett St and Messenger St

Hi David,

This is a new job, and once we have finalised the scope and fee proposal we will forward to SSP to draw up a new Agreement.

Regards,  
Jayanthi

---

**From:** David Lavin (Canberra) [<mailto:david.lavin@cardno.com.au>]  
**Sent:** Tuesday, 23 October 2012 12:15 PM  
**To:** Vikneson, Jayanthi  
**Cc:** Tracey Adhikari (Canberra)  
**Subject:** RE: LATM works - Beaurepaire Cr, Trickett St and Messenger St

Jayanthi,

We have gone back through our files and found the original Services Agreement for 'Selected ACT Residential Streets Traffic Management Improvements – Design and Superintendence' (Project No. 2008.0264/Contract No. C08448). This agreement covers the original works on Spofforth Street and Flinder's Way.

With respect to the LATM Works Beaurepaire Crescent, we are treating this as a new job for the purposes of our Quality Management system. With this in mind, in terms of the Service Agreement can you confirm whether you are considering these works to be a variation to the original Service Agreement (Project No. 2008.0264/Contract No. C08448)?

Regards,

David

David Lavin  
SENIOR ROADS ENGINEER  
CARDNO



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---

**From:** Vikneson, Jayanthi [<mailto:Jayanthi.Vikneson@act.gov.au>]  
**Sent:** Friday, 19 October 2012 4:19 PM  
**To:** David Lavin (Canberra)  
**Cc:** Taylor, John  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St

Hi David,

I confirm that the standard **ACT Government Contract Conditions for Consultancies** will apply for this study.

You should have received a copy of this at the onset of the Spofforth Street and Flinders Way studies. A copy can also be found on the SSP website:  
[http://www.procurement.act.gov.au/tenders advertised/open tenders](http://www.procurement.act.gov.au/tenders%20advertised/open%20tenders)

Regards,  
Jayanthi

---

**From:** David Lavin (Canberra) [<mailto:david.lavin@cardno.com.au>]  
**Sent:** Thursday, 27 September 2012 12:36 PM  
**To:** Vikneson, Jayanthi  
**Cc:** Shoukrallah, Rifaat; Quinlan, David; Taylor, John; Kim Turner (Canberra); Gregory Taylor  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St

Jayanthi,

Further to your e-mail below, we are pleased to provide you with our fee proposal for the proposed Local Area Traffic Management (LATM) works on Beaufort Crescent, Trickett Street and Messenger Street as requested.

We look forward to your response. In the meantime, if you have any queries or require further clarification on any aspect of the attached fee proposal then please do not hesitate to contact the undersigned.

Regards,

David

**David Lavin**  
SENIOR ROADS ENGINEER  
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**Vikneson, Jayanthy**

---

**From:** Tracey Adhikari (Canberra) [tracey.adhikari@cardno.com.au]  
**Sent:** Thursday, 25 October 2012 4:29 PM  
**To:** Vikneson, Jayanthy  
**Cc:** David Lavin (Canberra)  
**Subject:** RE: LATM works - Beaurepaire Cr, Trickett St and Messenger St  
**Attachments:** Questionnaire.docx

Hi Jayanthy

I have attached our questionnaire for your review. Please send comments back as soon as you are able. Thank you.

King Regards

Tracey Adhikari  
PROJECT ENGINEER  
CARDNO



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---

**From:** Vikneson, Jayanthy [mailto:Jayanthy.Vikneson@act.gov.au]  
**Sent:** Tuesday, 23 October 2012 1:36 PM  
**To:** David Lavin (Canberra)  
**Cc:** Tracey Adhikari (Canberra)  
**Subject:** RE: LATM works - Beaurepaire Cr, Trickett St and Messenger St

Hi David,

This is a new job, and once we have finalised the scope and fee proposal we will forward to SSP to draw up a new Agreement.

Regards,  
Jayanthy

---

**From:** David Lavin (Canberra) [mailto:david.lavin@cardno.com.au]  
**Sent:** Tuesday, 23 October 2012 12:15 PM  
**To:** Vikneson, Jayanthy  
**Cc:** Tracey Adhikari (Canberra)  
**Subject:** RE: LATM works - Beaurepaire Cr, Trickett St and Messenger St

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David

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**From:** Vikneson, Jayanthy [<mailto:Jayanthy.Vikneson@act.gov.au>]  
**Sent:** Wednesday, 12 September 2012 4:22 PM  
**To:** David Lavin (Canberra)  
**Cc:** Shoukrallah, Rifaat; Quinlan, David; Taylor, John  
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Hi David,

Following the evaluation of the Spofforth Street traffic calming measures, the ACT Government has decided to assess the need for additional traffic safety measures on Beaurepaire Crescent, Trickett Street and Messenger Street, which are now experiencing increases in traffic volumes/speeds.

The Traffic Management and Safety Section of Roads ACT seeks to engage you to investigate the above-mentioned streets. The scope of works for this project is:

1. Identify, examine and assess the traffic safety and amenity issues on Beaurepaire Crescent, Trickett Street and Messenger Street by analysing:
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  - complaints received by Roads ACT, and
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    - information on TAMS website
    - hardcopy surveys available at the local library and shops, and
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  5. Analyse community and key stakeholder feedback for each street and recommend a scheme for implementation. Obtain Roads ACT's endorsement of the recommended option for each street.
  6. Produce TCD plans for the endorsed options.

You have been previously sent a copy of the Spofforth Street evaluation report.

Please submit your fee proposal for the above **by 4 pm on Thursday 27 September 2012.**

Regards,  
Jayanthi

Jayanthi Vikneson | Traffic Management and Safety  
Phone: 02 6205 3208 | Fax: 02 6207 6872 | [jayanthi.vikneson@act.gov.au](mailto:jayanthi.vikneson@act.gov.au)  
Roads ACT | Territory and Municipal Services Directorate | ACT Government  
Level 7 Macarthur House, 12 Wattle Street, Lyneham, ACT 2602 | [www.act.gov.au](http://www.act.gov.au)



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### **Questionnaire**

A post construction evaluation has recently been completed following the installation of speed cushions in Spofforth Street.

This evaluation included an online and letter drop survey of the residents from the suburbs of Holt and Macgregor.

The survey has recorded concerns that the residents have expressed with respect to the speed cushions and these have been detailed below.

- Residents believe traffic volumes have increased in many streets, but particularly in Messenger Street, Trickett Street and Beaurepaire Crescent.
- Residents believe traffic speeds have increased in Messenger Street, Trickett Street and Beaurepaire Crescent.
- Residents believe irresponsible driver behaviour has increased in Messenger Street, Trickett Street and Beaurepaire Crescent
- The majority of residents do not support installing speed cushions in other streets
- A minority of residents do support installing speed cushions in other streets
- A majority of residents believe there are too many speed cushions in Spofforth Street,
- A majority of residents believe the speed cushions in Spofforth Street have resulted in drastically reducing the volume of traffic, rather than simply calming the traffic.
- The majority of residents support some form of traffic calming throughout the suburbs of Holt and Macgregor.
- The majority of residents believe there was not enough consultation prior to traffic calming measures being implemented in Spofforth Street.
- The majority of residents would like more consultation prior to traffic calming measures being implemented in Messenger Street, Trickett Street and Beaurepaire Crescent.

**1 Do you think this post construction evaluation correctly identifies your concerns relating to the Spofforth Street speed cushions?**

Yes

No

Maybe

dont know

As part of an on-going process of community consultation, we invite you to participate in this survey to determine the feasibility of implementing traffic calming measures on Messenger Street, Trickett Street and Beaurepaire Crescent.

**2 Where do you live?**

Street

Suburb

**3 How often do you travel on Beaurepaire Crescent ?**

Daily  
Weekly  
Monthly  
Never  
Other (please specify)

**4 What would you describe as traffic issues experienced on Beaurepaire Crescent ?**

excessive traffic volumes  
excessive traffic speeds  
irresponsible driving  
reduced amenity of the street  
Other (please specify)

**5 How often do you travel on Messenger Street?**

Daily  
Weekly  
Monthly  
Never  
Other (please specify)

**6 What would you describe as traffic issues experienced on Messenger Street?**

excessive traffic volumes  
excessive traffic speeds  
irresponsible driving  
reduced amenity of the street  
Other (please specify)

**7 How often do you travel on Trickett Street?**

Daily  
Weekly  
Monthly  
Never  
Other (please specify)

**8 What would you describe as traffic issues experienced on Trickett Street ?**

excessive traffic volumes  
excessive traffic speeds  
irresponsible driving  
reduced amenity of the street  
Other (please specify)

**9 How often do you travel on Spofforth Street ?**

Daily  
Weekly  
Monthly  
Never  
Other (please specify)

**10 Do you think the speed cushions on Spofforth Street have:**

Reduced the speed of the majority of traffic on Spofforth Street  
Reduced the volume of traffic on Spofforth Street  
Improved the overall level of road safety on Spofforth Street  
Caused traffic problems on Spofforth Street. Please describe

- 11 **Would you support speed cushions on:**  
**Beaurepaire Crescent ?**  
Yes  
No  
Maybe  
dont know  
**Messenger Street?**  
Yes  
No  
Maybe  
dont know  
**Trickett Street ?**  
Yes  
No  
Maybe  
dont know
- 12 **Are you worried about increased traffic coming from West Macgregor ?**  
Yes  
No  
Maybe  
don't know
- 13 **Do you believe enough is being done to control traffic safety in your streets?**  
Yes  
No  
Maybe  
don't know
- 14 **Would you consider any of the following options?**  
Speed cushions  
Road narrowing  
Roundabouts  
medium strip or trees down the centre of the road  
line markings, stop signs  
Other comments or ideas
- 15 **Would you participate in a public meeting to discuss traffic calming measures in  
Beaurepaire Crescent, Messenger Street and Trickett Street ?**  
Yes  
No  
Maybe  
dont know
- 16 **Who would you like in attendance at that public meeting**  
Local politicians  
Police  
Road/traffic Engineers  
ACT Roads  
Other
- 17 **Comments**

**Vikneson, Jayanthy**

---

**From:** David Lavin (Canberra) [david.lavin@cardno.com.au]  
**Sent:** Thursday, 27 September 2012 12:36 PM  
**To:** Vikneson, Jayanthy  
**Cc:** Shoukrallah, Rifaat; Quinlan, David; Taylor, John; Kim Turner (Canberra); Gregory Taylor  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St  
**Attachments:** 2012-09-26 LATM Works - Beaufort Crescent Trickett Street and Messenger Street\_Fee Proposal.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Jayanthy,

Further to your e-mail below, we are pleased to provide you with our fee proposal for the proposed Local Area Traffic Management (LATM) works on Beaufort Crescent, Trickett Street and Messenger Street as requested.

We look forward to your response. In the meantime, if you have any queries or require further clarification on any aspect of the attached fee proposal then please do not hesitate to contact the undersigned.

Regards,

David

**David Lavin**  
SENIOR ROADS ENGINEER  
CARDNO



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**Sent:** Wednesday, 12 September 2012 4:22 PM  
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**Cc:** Shoukrallah, Rifaat; Quinlan, David; Taylor, John  
**Subject:** LATM works - Beaufort Cr, Trickett St and Messenger St

Hi David,

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The Traffic Management and Safety Section of Roads ACT seeks to engage you to investigate the above-mentioned streets. The scope of works for this project is:

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  - available traffic data (volume, speed and crash data)
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  - Transfer problems to other residential streets - displaced traffic should preferably be diverted onto arterial roads.
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3. Prepare a table to document:
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6. Produce TCD plans for the endorsed options.

You have been previously sent a copy of the Spofforth Street evaluation report.

Please submit your fee proposal for the above by 4 pm on Thursday 27 September 2012.

Regards,  
Jayanthi

Jayanthi Vikneson | Traffic Management and Safety  
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Roads ACT | Territory and Municipal Services Directorate | ACT Government  
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Our Ref: 48950513/001/0026  
Contact: David Lavin

26<sup>th</sup> September 2012

Roads ACT - Territory and Municipal Services  
Traffic Management and Safety  
Level 7 Macarthur House  
12 Wattle Street  
Lyneham, ACT 2602

Attention: Jayanthi Vikneson

Dear Jayanthi

**PROPOSED LOCAL AREA TRAFFIC MANAGEMENT (LATM) WORKS –  
BEAUREPAIRE CRESCENT, TRICKETT STREET and MESSENGER STREET,  
HOLT**

Further to your e-mail dated the 12<sup>th</sup> of September we are pleased to be able to provide a fee proposal for the proposed investigation and assessment of suitable Local Area Traffic Management (LATM) measures for implementation on Beaurepaire Crescent, Trickett Street and Messenger Street, Holt.

From a review of the '*Spofforth Street Traffic Calming Scheme Evaluation*' report and discussion with Roads ACT we understand that the traffic calming measures implemented on Spofforth Street has resulted in a redistribution of traffic from Spofforth Street to Beaurepaire Crescent, Trickett Street and Messenger Street leading to local residents experiencing problems with increased traffic speeds and volumes and reduced amenity on these streets.

Consequently, the ACT Government has given a commitment to review and implement suitable LATM measures on these streets as soon as possible.

This investigation will develop an effective response to these concerns, and address the safety and amenity of the relevant routes with a strong focus on community participation and involvement. Cardno (NSW/ACT) will work with Roads ACT to achieve this outcome and deliver the proposed works as required.

However, it is worth noting that as a separate package of works, Cardno (NSW/ACT) are investigating post-implementation modifications to the speed cushions which were installed on Spofforth Street in December 2011. As such, there may be an opportunity to adopt a staged process in undertaking these LATM works.

- Stage 1 would consist of a review of the existing traffic calming measures installed on Spofforth Street to determine whether minor modifications to the scheme could contribute to a reduction in the number of vehicles diverting off

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Phone: 61 2 6112 4500  
Fax: 61 2 6112 4599

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**Vikneson, Jayanthy**

---

**From:** Vikneson, Jayanthy  
**Sent:** Thursday, 13 September 2012 3:14 PM  
**To:** 'David Lavin (Canberra)'  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St

Hi David,

You will need to produce the consultation material (e.g. information for website, survey questionnaires, etc). Consultation material has to be cleared by TAMSD before circulation.

Roads ACT will print and distribute surveys via letter-box drop, collect responses and manage the website.

We estimate 5,000 residences will need to receive the letter-drop.

Regards,  
Jayanthy

---

**From:** David Lavin (Canberra) [mailto:david.lavin@cardno.com.au]  
**Sent:** Thursday, 13 September 2012 2:57 PM  
**To:** Vikneson, Jayanthy  
**Subject:** RE: LATM works - Beaufort Cr, Trickett St and Messenger St

Jayanthy,

From an initial review of the scope, we were wondering the extent of our potential involvement with respect to Item 4.

For example, would you produce and manage the information placed on the website. Who would print and distribute the information for the letter drop? Do you know approximately how many residences will need to receive the letter drop?

Regards,  
David

David Lavin  
SENIOR ROADS ENGINEER  
CARDNO



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Jayanthy

Jayanthy Vikneson | Traffic Management and Safety  
Phone: 02 6205 3208 | Fax: 02 6207 6872 | [jayanthy.vikneson@act.gov.au](mailto:jayanthy.vikneson@act.gov.au)



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**Vikneson, Jayanthy**

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**From:** Vikneson, Jayanthy  
**Sent:** Thursday, 22 November 2012 12:32 PM  
**To:** 'David Lavin (Canberra)'  
**Cc:** Mark Perry (Canberra); Kim Turner (Canberra); Tracey Adhikari (Canberra); Shoukrallah, Rifaat; Quinlan, David  
**Subject:** RE: LATM Works - Beaurepaire Crescent, Trickett Street and Messenger Street – Updated Fee Proposal

Hi David,

Thank you for the revised scope/fee.

It appears to reflect the outcomes of the inception meeting. However, the proposed fee, as it stands, is much higher than we would expect for a study of this type.

Our comments are as follows:

1. Page 3 – we are committed to completing this study by June 2013. As such, Stage 2 community consultation should be in Feb-Mar 2013, and Stage 3 in May 2013.
2. Page 3 - Stage 3 is a reporting phase only – It will require a Newsletter to residents of Holt and Macgregor, and information on the ACT Government website only. No survey, so no review/analysis of responses.
3. Page 5 – **No traffic modelling required.** My recollection is that you would review available traffic data/volume projections (2021, 2031) of future developments in the area (West Macgregor, in particular) and use that information to determine/propose the traffic calming measures. This should also indicate if a staged implementation is required to keep up with any increasing traffic volumes. Refer to Item 2 of Minutes of Inception Meeting. As advised previously, please contact Ms Justinieta Balberona on 6207 5539 or Mr Abu Sayem Chowdhury on 6205 9091 from Transport Planning and Projects for this data.
4. Fees
  - a) There seems to be some discrepancies in the figures...how did you get sub-totals of \$ 5 (page 5) and \$ page 6)?
  - b) Stakeholder and Community Consultation was costed at \$ original proposal (Ref: 48950513/001/0026 dated 26 September 2012) and included preparation of consultation materials, review of responses and preparation of Draft Consultation Report – why the increase to \$ for Stage 1 and \$ for Stage 2 in revised proposal, and does this still include all the above tasks?
  - c) No consultation required in Stage 3 – please revise fees accordingly.
  - d) No traffic modelling required – please revise fees accordingly.

Please give me a call if you have any queries about the above.

Regards,  
Jayanthy

---

**From:** David Lavin (Canberra) [<mailto:david.lavin@cardno.com.au>]  
**Sent:** Tuesday, 20 November 2012 5:09 PM  
**To:** Vikneson, Jayanthy  
**Cc:** Mark Perry (Canberra); Kim Turner (Canberra); Tracey Adhikari (Canberra)  
**Subject:** Re: LATM Works - Beaurepaire Crescent, Trickett Street and Messenger Street -- Updated Fee Proposal

Jayanthy,

Please find attached our updated fee proposal for the proposed LATM works on Beurepaire Crescent, Trickett Street and Messenger Street.

The fee is broken down into two elements, a) the cost incurred to date for the community consultation and b) the estimated cost to complete which makes allowance for the updated scope discussed at the project inception meeting.

We trust that the fee will meet with your satisfaction. If you have any queries or require further clarification on any aspect of the revised fee proposal then please do not hesitate to contact this office to discuss.

Regards,

David

**David Lavin**  
SENIOR ROADS ENGINEER  
CARDNO



Phone +61 2 6112 4515 Fax +61 2 6112 4599 Mobile 0423 759 857  
Address Level 2, 14 Wormald Street, Symonston ACT 2609 Australia  
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**Vikneson, Jayanthy**

---

**From:** Shoukrallah, Rifaat  
**Sent:** Thursday, 22 November 2012 11:00 AM  
**To:** Vikneson, Jayanthy; Quinlan, David  
**Subject:** FW: LATM Works - Beaufort Crescent, Trickett Street and Messenger Street -- Updated Fee Proposal  
**Attachments:** 2012-11-20 LATM Works - Beaufort Crescent\_Updated Fee Proposal.pdf

Jayanthy  
Thanks

I think you covered all the issues well.

You can also offer further discussions (by phone/meeting) to clarify any of your comments.

We should also make the point that the proposed fee, as it stands, is much higher than we would expect for a study of that type.

We should delete (4 e) at this stage but request it later.

We also need to know whether Cardno are on our panel of consultants

R

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**From:** Vikneson, Jayanthy  
**Sent:** Wednesday, 21 November 2012 12:48 PM  
**To:** Shoukrallah, Rifaat; Quinlan, David  
**Subject:** FW: LATM Works - Beaufort Crescent, Trickett Street and Messenger Street -- Updated Fee Proposal

Hi Rifaat and David,

My comments are as follows:

1. Page 3 – we are committed to completing this study by June 2013. As such, Stage 2 Community Consultation should be in Feb-Mar 2013, and Stage 3 Reporting in May 2013.
2. Page 3 - Stage 3 is a reporting phase only – It will require a Newsletter to residents of Holt and Macgregor, and information on the ACT Government website only. No survey, so no review/analysis of responses.
3. Page 5 – **No traffic modelling required.** My recollection is that you would review available traffic data/volume projections (2021, 2031) of future developments in the area (West Macgregor, in particular) and use that information to determine/propose the traffic calming measures. This should also indicate if a staged implementation is required to keep up with any increasing traffic volumes. Refer to Item 2 of Minutes of Inception Meeting. As advised previously, please contact Ms Justinieta Balberona on 6207 5539 or Mr Abu Sayem Chowdhury on 6205 9091 from Transport Planning and Projects for this data.
4. Fees
  - a) There seem to be some discrepancies in the figures...how did you get sub-totals of \$: . . . (page 5) and \$: . . . (page 6)?
  - b) Stakeholder and Community Consultation was costed at \$ . . . original proposal (Ref: 48950513/001/0026 dated 26 September 2012) and included preparation of consultation materials, review of responses and preparation of Draft Consultation Report – why the increase to \$: . . . for Stage 1 and \$: . . . for Stage 2 in revised proposal? It's also not clear if these new costs include all the above tasks.
  - c) No consultation required in Stage 3 – please revise fees accordingly.
  - d) No traffic modelling required – please revise fees accordingly.

e) Please bill us separately for printing costs, Australia Post services and SurveyMonkey costs.

Regards,  
Jayanthy

---

**From:** David Lavin (Canberra) [<mailto:david.lavin@cardno.com.au>]  
**Sent:** Tuesday, 20 November 2012 5:09 PM  
**To:** Vikneson, Jayanthy  
**Cc:** Mark Perry (Canberra); Kim Turner (Canberra); Tracey Adhikari (Canberra)  
**Subject:** Re: LATM Works - Beaurepaire Crescent, Trickett Street and Messenger Street -- Updated Fee Proposal

Jayanthy,

Please find attached our updated fee proposal for the proposed LATM works on Beaurepaire Crescent, Trickett Street and Messenger Street.

The fee is broken down into two elements, a) the cost incurred to date for the community consultation and b) the estimated cost to complete which makes allowance for the updated scope discussed at the project inception meeting.

We trust that the fee will meet with your satisfaction. If you have any queries or require further clarification on any aspect of the revised fee proposal then please do not hesitate to contact this office to discuss.

Regards,

David

**David Lavin**  
SENIOR ROADS ENGINEER  
CARDNO



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77

## Vikneson, Jayanthy

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**From:** David Lavin (Canberra) [david.lavin@cardno.com.au]  
**Sent:** Tuesday, 20 November 2012 5:09 PM  
**To:** Vikneson, Jayanthy  
**Cc:** Mark Perry (Canberra); Kim Turner (Canberra); Tracey Adhikari (Canberra)  
**Subject:** Re: LATM Works - Beaurepaire Crescent, Trickett Street and Messenger Street -- Updated Fee Proposal  
**Attachments:** 2012-11-20 LATM Works - Beaurepaire Crescent\_Updated Fee Proposal.pdf  
**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Jayanthy,

Please find attached our updated fee proposal for the proposed LATM works on Beaurepaire Crescent, Trickett Street and Messenger Street.

The fee is broken down into two elements, a) the cost incurred to date for the community consultation and b) the estimated cost to complete which makes allowance for the updated scope discussed at the project inception meeting.

We trust that the fee will meet with your satisfaction. If you have any queries or require further clarification on any aspect of the revised fee proposal then please do not hesitate to contact this office to discuss.

Regards,

David

David Lavin  
SENIOR ROADS ENGINEER  
CARDNO



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Address Level 2, 14 Wormald Street, Symonston ACT 2609 Australia  
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Original - # + GST  
Paid - # + GST

Streeton -  
Tugay -



Our Ref: NA50513012/02/23  
Contact: David Lavin

20<sup>th</sup> November 2012

Cardno (NSW/ACT) Pty Ltd  
ABN 95 001 145 035

Roads ACT - Territory and Municipal Services  
Traffic Management and Safety  
Level 7  
Macarthur House  
12 Wattle Street  
Lyneham, ACT 2602

Level 2  
14 Wormald Street  
Symonston ACT 2609  
Australia

P.O. Box 7217  
CPBC ACT 2610  
Australia

Attention: Jayanthy Vikneson

Phone: 61 2 6112 4500  
Fax: 61 2 6112 4599

Dear Jayanthy

[www.cardno.com.au](http://www.cardno.com.au)

**PROPOSED LOCAL AREA TRAFFIC MANAGEMENT (LATM) WORKS –  
BEAUREPAIRE CRESCENT, TRICKETT STREET and MESSENGER STREET,  
HOLT UPDATED FEE PROPOSAL**

Further to our original fee proposal dated the 26<sup>th</sup> of September, Cardno received confirmation that the proposal was acceptable and attended a project initiation meeting with Roads ACT on the 18<sup>th</sup> of October 2012.

It became clear from this meeting that while the main objectives of this study, namely an option assessment for proposed traffic calming measures on Beaurepaire Crescent, Trickett Street and Messenger Street remained the same, there was an increased emphasis with respect to community consultation. ✓

As such, Roads ACT requested that Cardno organise, co-ordinate and manage the community consultation process to approximately 5000 addresses in Holt and Macgregor. This included formulating, gaining approval and printing the survey questionnaires, as well as making the necessary arrangements to distribute the questionnaires. In addition, Roads ACT also requested Cardno to prepare and manage an online survey (via SurveyMonkey) as part of the community consultation exercise. ✓

Finally Roads ACT advised that the community consultation exercise would need to be repeated at each project stage. ✓

Furthermore, Roads ACT informed Cardno that as part of the option assessment for potential traffic calming measures on Beaurepaire Crescent, Trickett Street and Messenger Street consideration should be given to the performance of the traffic calming measures under increased traffic loading associated with the future development of West Macgregor and increasing traffic generally. ✓

As such, Roads ACT provided Cardno with an opportunity to review and update the original fee proposal that was submitted as appropriate. ✓

## 1. Scope of Works

The scope of works is based on the original fee proposal dated the 26<sup>th</sup> of September and consists of the remaining elements: --

- > Consider and develop traffic management options to mitigate/improve traffic safety and amenity issues on Beaurepaire Crescent, Trickett Street and Messenger Street. These options should not:
  - Transfer problems to other residential streets - displaced traffic should preferably be diverted onto arterial roads.
  - Adversely impact on ACTION bus services.
- > Prepare a table to document:
  - the relative effectiveness of each option to achieve a specified outcome
  - the advantages and disadvantages of each option, and
  - A cost estimate for each option.
- > Analyse community and key stakeholder feedback for each street and recommend a scheme for implementation. Obtain Roads ACT's endorsement of the recommended option for each street.
- > Produce TCD plans for the endorsed options. ✓

## 2. Methodology

The proposed methodology from the original fee proposal letter will be used for the remaining elements of works identified in Section 1.

## 3. Deliverables and Programming of Works

The following is an indicative program for the delivery of the design and documentation only of the proposed LATM measures on Beaurepaire Crescent, Trickett Street and Messenger Street: --

Deliverable	Estimated Duration
<b>Community Consultation – Stage 1</b>	
Response to Queries	<i>(6 week duration – commencing 9<sup>th</sup> November 2012)</i>
Review and Analyse Survey Responses	2 weeks (18 <sup>th</sup> January 2013)
Prepare Community Consultation – Stage 1 Report	1 week (25 <sup>th</sup> January 2013)
<b>Investigation and Development of Options</b>	
Consider and Develop LATM Options based on Community Consultation – Stage 1	2 weeks (8 <sup>th</sup> February 2013)
Document Proposed LATM Options	2 weeks (22 <sup>nd</sup> February 2013)
Preparation of Community Consultation Material	1 week (1 <sup>st</sup> March 2013)

Deliverable	Estimated Duration
<b>Community and Stakeholder Consultation – Stage 2</b>	
Response to Queries	(6 week duration – estimated commencement 1 <sup>st</sup> March 2013)
Review and Analyse Survey Responses	1 week (19 <sup>th</sup> April 2013)
Prepare Community Consultation – Stage 2 Report	1 week (26 <sup>th</sup> April 2013)
<b>Detailed Design – Preferred Option</b>	
Detailed Design of Preferred Option	2 weeks (10 <sup>th</sup> May 2013)
Approvals for Preferred Design Option	4 weeks (7 <sup>th</sup> June 2013)
Prepare Community Consultation – Stage 3 Report	1 week (14 <sup>th</sup> June 2013)
<b>Community and Stakeholder Consultation – Stage 3</b>	
Response to Queries	(6 week duration – estimated commencement 31 <sup>st</sup> May 2013)
Review and Analyse Survey Responses	1 week (2 <sup>nd</sup> August 2013)
Prepare Community Consultation – Stage 3 Report	1 week (9 <sup>th</sup> August 2013)
<b>Estimated duration of works =</b>	<b>39 weeks</b>

Stage 2  
consultant #  
must end 12 Apr '13  
→ (Feb - Mar 2013)

Reporting to the  
community  
X - May 2013

X Project  
X completed by  
June 2013.

The estimated remaining duration for the proposed works is 39 weeks and is timed from the commencement of the Stage 1 Community Consultation (dated 9<sup>th</sup> November 2012). As such, the proposed works will encompass the two week shutdown period over Christmas; therefore the actual estimated completion date will be thirty-seven weeks after commencement of the works.

*Note: There may be an opportunity to reduce some of the estimated approval periods and to run elements of the proposed works concurrently to reduce the overall program if required and subject to the agreement of the Client.*

#### 4. Fee

Cardno's updated overall fee is to undertake the proposed works is \$:                      Excl. GST) and comprises of two elements, as follows: --

### Community Consultation – Cost Incurred

Cardno were required to complete a letter drop to approximately 5000 residences and businesses in the Holt and Macgregor area by the 9<sup>th</sup> of November 2012. Cardno focussed on producing the required consultation material to assist Roads ACT with achieving this significant deliverable and now have the opportunity to confirm the cost incurred in facilitating this deliverable.

Community Consultation – Phase 1 (Consultation) (Works to date)	Cost (Excl. GST)
TenderEdge	\$
Printing Leaflets and Envelops (5,000 for letter drop and 500 for Static Displays)	
Australia Post	\$
Delivery of Leaflets	
Pre-Paid Postage (Assume 100% return rate @ 50c per letter)	
SurveyMonkey	\$
Setting up website	
Community Consultation	\$
✓ Letter	
✓ Questionnaire	
✓ Time to Talk Website Information	
✓ TaMS Website Information	
✓ Co-ordination and Approval of Letter Drop Material with Roads ACT	
Frequently Asked Questions	
Total (Excl. GST)	\$
Total (Incl. GST)	\$

To be used  
 in Stage 2  
 consultat<sup>n</sup>

### Estimated Cost to Complete

With the community consultation material issued to these residences and businesses, Cardno have also reviewed their original fee proposal and updated it to allow for the change in emphasis required by Roads ACT.

This updated estimated cost to complete includes: --

- > complete the consultation exercise;
- > assess possible traffic calming measures, and
- > to develop and detail the preferred traffic calming measure for implementation in line with the original brief.

Community Consultation – Phase 2 (Analysis and Reporting)/Option Assessment	Cost (Excl. GST)
<b>Community and Stakeholder Consultation/Option Assessment (to include): --</b>	
Responding to Survey Queries	
Analysis and Reporting on Survey Responses	
Option Assessment and Reporting	
Stakeholder Liaison	
Public Consultation - Venue (Provisional Sum)	\$.
Community Consultation – Letter Drop (to include printing, collating and distribution)/Website (Provisional Sum)	\$.
Community Consultation – Analysis and Reporting on responses	
Traffic Modelling – Future Traffic Patterns (Provisional Sum)	\$.
<b>Sub-Total</b>	\$.
<b>Preferred Option (to include): --</b>	
Development of Preferred Option	

?  
 X Review available traffic data/modelling of future development (Macgregor)

Community Consultation – Phase 2 (Analysis and Reporting)/Option Assessment	Cost (Excl. GST)
Final Report	
Liaison and Approvals	
Community Consultation – Letter Drop (to include printing, collating and distribution)/Website (Provisional Sum)	\$:
<b>Sub-Total</b>	\$
<b>Total (Excl. GST)</b>	\$€
<b>Total (Incl. GST)</b>	<b>\$1</b>

Newsletter only.

Our proposal is based on the following assumptions/qualifications: --

- > It has been assumed that any and all relevant data (e.g. survey, crash data, traffic counts, etc.) will be available when required and provided by the client free of charge. ✓
- > Background reports, information and studies will be made available in a timely fashion as required. ✓
- > Our fee is valid for 90 days from the date of submission, after this time we reserve the right to review the fee. ✓
- > We have allowed for two staff members to attend two (2) project team meetings in total for the project at Roads ACT's offices or Cardno's Canberra office, as applicable. These meetings are in addition to the inception meeting. ✓
- > Consultation material to be cleared by TAMSD before circulation. ✓
- > Billing will be on a monthly basis for work completed to that time. Payments are 14 days from the billing date. ✓
- > No allowance has been made the following items: --
  - Environmental assessments and studies
  - Liaison with authorities other than those mentioned in the proposal and utility service providers as required ACTION ✓
  - Protracted negotiations with service authorities and stakeholders (i.e. In this qualification "protracted" is defined as iterations in excess of an initial submission to service authorities and stakeholders, together with a further iteration to address any comments received). ?
  - Stormwater modelling or analysis outside the immediate extent of works for each street as required ✓
  - Pavement condition assessment at the location of the proposed LATM measures on each street ✓

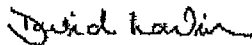
- Fees associated with obtaining the required approvals for the proposed works ✓
- Landscape design other than reinstatement with dryland grassing in areas disturbed by the proposed works ✓
- It has been assumed that Works Approval and Development Application submissions will not be required ✓
- It has been assumed that Deeble B and C will be commissioned as a variation to their original Flinder's Way/Spofforth Street contract to undertake the proposed LATM works on Beaurepaire Crescent, Trickett Street and Messenger Street. As such no allowance has been made in this proposal for preparing Request for Tender documentation, managing Call of Tenders and completing a Tender Evaluation Report. ✓
- Provision and production of Works as Executed drawings ✓

Should additional work be required over and above the quoted fee, we will notify Roads ACT accordingly for approval, and charge for any additional work at the hourly rates set out below, or as otherwise agreed.

Project Team Member	Hourly Rate
David Lavin	—
Ric Pauline	—
Mayavan Mannivannan	—
CAD	—
Richard Thomas	—
John O'Grady	—
Katrina Diegelman	—
Neill Miller	—

We trust that you will find the fee proposal above satisfactory and look forward to your response. In the meantime, if you have any queries or require clarification on any issue relating to the above then please do not hesitate to contact the undersigned on 02) 6112 4515.

Yours faithfully



David Lavin  
 Senior Roads Engineer  
 For Cardno  
 02) 6112 4515

Enc:  
 cc:

Original  
proposal



Our Ref: 48950513/001/0026  
Contact: David Lavin

26<sup>th</sup> September 2012

Roads ACT - Territory and Municipal Services  
Traffic Management and Safety  
Level 7 Macarthur House  
12 Wattle Street  
Lyneham, ACT 2602

Attention: Jayanthi Vikneson

Dear Jayanthi

**PROPOSED LOCAL AREA TRAFFIC MANAGEMENT (LATM) WORKS –  
BEAUREPAIRE CRESCENT, TRICKETT STREET and MESSENGER STREET,  
HOLT**

Further to your e-mail dated the 12<sup>th</sup> of September we are pleased to be able to provide a fee proposal for the proposed investigation and assessment of suitable Local Area Traffic Management (LATM) measures for implementation on Beaurepaire Crescent, Trickett Street and Messenger Street, Holt.

From a review of the *'Spofforth Street Traffic Calming Scheme Evaluation'* report and discussion with Roads ACT we understand that the traffic calming measures implemented on Spofforth Street has resulted in a redistribution of traffic from Spofforth Street to Beaurepaire Crescent, Trickett Street and Messenger Street leading to local residents experiencing problems with increased traffic speeds and volumes and reduced amenity on these streets.

Consequently, the ACT Government has given a commitment to review and implement suitable LATM measures on these streets as soon as possible.

This investigation will develop an effective response to these concerns, and address the safety and amenity of the relevant routes with a strong focus on community participation and involvement. Cardno (NSW/ACT) will work with Roads ACT to achieve this outcome and deliver the proposed works as required.

However, it is worth noting that as a separate package of works, Cardno (NSW/ACT) are investigating post-implementation modifications to the speed cushions which were installed on Spofforth Street in December 2011. As such, there may be an opportunity to adopt a staged process in undertaking these LATM works.

- Stage 1 would consist of a review of the existing traffic calming measures installed on Spofforth Street to determine whether minor modifications to the scheme could contribute to a reduction in the number of vehicles diverting off

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this route. There is the potential for this phase of work to resolve the community response, without the need for the proposed works on Beaurepaire Crescent, Trickett Street and Messenger Street.

- Stage 2 of the study would be to investigate how to best address any remaining issues on the alternative routes, should these still exist. This would be done via a follow up assessment of traffic volumes and speeds on the nominated alternative routes, with comparison to the current counts. Should assessment indicate that a significant issue still exists on the alternative routes; the study would then focus on the development of an appropriate response, in line with the methodology proposed in the current scope of works.

### 1. Scope of Works

The proposed scope of works as specified by Roads ACT is as follows: –

- Identify, examine and assess the traffic safety and amenity issues on Beaurepaire Crescent, Trickett Street and Messenger Street by analysing:
  - available traffic data (volume, speed and crash data)
  - complaints received by Roads ACT, and
  - Feedback obtained from the Spofforth Street post-construction evaluation consultation.
- Consider and develop traffic management options to mitigate/improve these issues. These options should not:
  - Transfer problems to other residential streets - displaced traffic should preferably be diverted onto arterial roads.
  - Adversely impact on ACTION bus services.
- Prepare a table to document:
  - the relative effectiveness of each option to achieve a specified outcome
  - the advantages and disadvantages of each option, and
  - A cost estimate for each option.
- Assist with community and key stakeholder consultation to obtain comment on the options for each street. It is expected that the community consultation will include:
  - an online survey through Time to Talk
  - information on TAMS website
  - hardcopy surveys available at the local library and shops, and
  - A mail out survey to all residences in Holt and Macgregor.
- Analyse community and key stakeholder feedback for each street and recommend a scheme for implementation. Obtain Roads ACT's endorsement of the recommended option for each street.
- Produce TCD plans for the endorsed options.

## 2. Methodology

Cardno would propose to adopt the following approach when designing suitable LATM measures for Beaurepaire Crescent, Trickett Street and Messenger Street.

### Option Investigation

In the first instance Cardno will undertake a site visit to Beaurepaire Crescent, Trickett Street and Messenger Street to get an appreciation of the characteristics of these streets and to gain an understanding on how the redistributed traffic from Spofforth Street impacts in terms of speed and volume.

In conjunction with the site visit, Cardno will review and assess the available information provided by Roads ACT (e.g. crash history, speed data, traffic counts), together with complaints received by Roads ACT since the implementation of the speed cushions on Spofforth Street to understand the public's perception of the scheme and to identify the key points where problems are occurring.

### Option Assessment

Having analysed the available information this will be used to inform the design process and Cardno will then proceed to investigate potential LATM measures for each street. The proposed measures will be assessed in accordance with Austroads Guide to Traffic Management Part 8 – '*Local Area Traffic Management*' and should mitigate or improve the issues identified. More importantly, any displaced traffic which may be generated from the implementation of the proposed LATM measures should as far as possible be diverted onto the surrounding arterial roads and not to other residential streets.

Similarly, the proposed LATM measures will need to consider the variety of road users on these streets, such as cyclists, cars, SUVs/4x4s and buses and make provision for these as required. This could include providing speed cushions sufficiently wide enough to require smaller vehicles to slow down to pass over the cushions but not so wide as to cause any buses traversing the cushions difficulties. If build-outs are provided, then vehicle swept path analysis will be completed to determine whether the anticipated design vehicles can safely negotiate the proposed layout and maintain the required clearances to crossing points, for example.

Having identified a range of LATM measures these will be tabulated and commentary provided detailing the advantages and disadvantages of particular options. As part of the commentary for each option, the relative effectiveness of each option to achieve a specified outcome will also be discussed – Cardno will ensure that we have confirm of what the particular outcome is for each street (e.g. speed reduction, traffic redistribution, safety, etc.). In addition a Probable Construction Cost Estimate (with a minimum 40% contingency to reflect the design stage of the options) will also be provided.

Once the draft table has been completed and the content approved by Roads ACT, it will be issued formally to Roads ACT for distribution to the various stakeholders. It is likely that Cardno would use this process to identify a preferred option (or an option for which the majority stakeholders reach a consensus).

From an initial inspection of the site, the initial preference is to provide visual narrowing through the use of continuous white road markings on Beaurepaire Crescent. For Trickett Street and Messenger Street either speed cushions or build-outs may be provided – however these options are subject to further investigation and may be subject to change.

### Option Design

Once a preferred option is identified, through the consultation process, Cardno will discuss the proposal with Roads ACT and obtain their endorsement for the preferred option before commencing detailed design and seeking approvals for Traffic Control Devices (TCDs) and the like.

### **Community Consultation**

Cardno have significant experience in facilitating community consultation workshops and forums for a range of planning and traffic related projects on behalf of local and State Government agencies and understand the importance of community consultation to inform the community of changes within the public domain and to ensure that community needs and aspirations become genuine inputs to planning and design processes.

On behalf of Roads ACT, Cardno's team of specialists will engage the community through effective and meaningful consultation strategies to assist in the development of traffic management options for additional safety measures on Beaurepaire Crescent, Trickett Street and Messenger Street. Our strategies aim to inform the community of the proposal via various presentation mediums that evoke meaningful community participation and encourage respondents to comment on traffic and pedestrian safety.

Cardno will prepare a survey to be distributed to local residents and key stakeholders. The survey aims to gauge comments from the community through a series of questions that prompt the respondent to identify current traffic safety conditions and consider additional traffic management options that could improve safety and amenity on Beaurepaire Crescent, Trickett Street and Messenger Street.

It is estimated that 5,000 copies of the survey will be distributed to local residents and key stakeholders within the suburbs of Hold and Macgregor. In addition to the surveys being mailed out to residents and stakeholders, copies will also be made available online via the Time to Talk website, and within designated display areas set up at the local library and shopping areas. Information about the survey will also be available on the TAMS website to ensure the survey is widely publicised.

In preparing the survey, Cardno will consult directly with Roads ACT to determine consultation areas subject to the mail-out, as well as strategic locations within the library and shopping areas that will promote community response. It is recommended that displays are located in populated places that capture a diverse range of respondents from all sectors of the community. The survey will require the respondent to provide their address, answer the set questions and return to Roads ACT in person, via the post or on-line.

Once all surveys have been returned, following closure of the mandatory consultation period, Cardno will collate survey data as part of the preparation of a Consultation Report. The Consultation Report will identify key issues raised by respondents, which will then be used to develop a set of principles and strategies that will inform the design process and assist in determining the preferred traffic management option to improve safety on Beaurepaire Crescent, Trickett Street and Messenger Street.

#### **Tasks: --**

1. Review background information, including relevant reports/studies, drawings, surveys and maps.
2. Review and discuss key safety issues identified by Road ACT.
3. Determine consultation area and total number of surveys to be distributed via mail out.
4. Review preliminary traffic management options prepared by Cardno.
5. Prepare draft survey questions and template for mail out.
6. Prepare background information for website and survey.
7. Finalise survey questions for website and mail out.
8. Review survey responses and identify key issues.
9. Prepare draft Consultation Report.

10. Finalise Consultation Report.

### 3. Deliverables and Programming of Works

The following is an indicative program for the delivery of the design and documentation only of the proposed LATM measures on Beaurepaire Crescent, Trickett Street and Messenger Street: --

Deliverable	Estimated Duration
Review of Available Information	1 week
<b>Investigation of Options</b>	
Consider and Develop LATM Options	2 weeks
Document Proposed LATM Options	2 weeks
Community and Stakeholder Consultation	6 weeks
<b>Detailed Design</b>	
Detailed Design of Preferred Option	2 weeks
Approvals for Preferred Design Option	4 weeks
<b>Estimated duration of works =</b>	<b>17 weeks</b>

The estimated duration for the proposed works is 17 weeks, with an assumed commencement date of the 22<sup>nd</sup> October 2012 (allowing for the Caretaker Period). As such, the proposed works will encompass the Christmas period; therefore the actual estimated completion date will be nineteen weeks after commencement of the works.

There may be an opportunity to reduce some of the estimated approval periods and to run elements of the proposed works concurrently to reduce the overall program if required and subject to the agreement of the Client.

### 4. Fee

Cardno's fee to undertake the proposed works is \$: (Excl. GST) and comprises: --

- Project Initiation and Review of Available Information (gap analysis) - \$:
- Preliminary Option Identification and Assessment (analyse available information and identify and develop preliminary design options) - \$:
- Stakeholder and Community Consultation - \$:
- Detailed Design and Documentation of Preferred Option - \$: ---

Our proposal is based on the following assumptions/qualifications: --

- > It has been assumed that any and all relevant data (e.g. survey, crash data, traffic counts, etc.) will be available when required and provided by the client free of charge.

- > Background reports, information and studies will be made available in a timely fashion as required.
- > Any additional work beyond the scope of work shall be charged for in accordance with fees and charges as listed in the proposal.
- > Our fee is valid for 90 days from the date of submission, after this time we reserve the right to review the fee.
- > We have allowed for two staff members to attend two (2) project team meetings in total for the project at Roads ACT's offices or Cardno's Canberra office, as applicable. These meetings are in addition to the inception meeting.
- > Consultation material to be cleared by TAMSD before circulation.
- > Roads ACT will print and distribute surveys via letter-box drop, collect responses and manage the website.
- > Billing will be on a monthly basis for work completed to that time. Payments are 14 days from the billing date.
- > No allowance has been made the following items: –
  - Changes in scope beyond the control of Cardno (NSW/ACT)
  - Environmental assessments and studies
  - Liaison with authorities other than those mentioned in the proposal and utility service providers as required
  - Protracted negotiations with service authorities and stakeholders
  - Stormwater modelling or analysis outside the immediate extent of works for each street as required
  - Pavement condition assessment at the location of the proposed LATM measures on each street
  - Fees associated with obtaining the required approvals for the proposed works
  - Landscape design other than reinstatement with dryland grassing in areas disturbed by the proposed works
  - It has been assumed that Works Approval and Development Application submissions will not be required
  - It has been assumed that Deeble B and C will be commissioned as a variation to their original Flinder's Way/Spofforth Street contract to undertake the proposed LATM works on Beaurepaire Crescent, Trickett Street and Messenger Street. As such no allowance has been made in this proposal for preparing Request for Tender documentation, managing Call of Tenders and completing a Tender Evaluation Report.
  - Provision and production of Works as Executed drawings
  - A survey response of 20%, which in our experience would be the likely response to a survey such as this. The analysis of additional surveys received above 20% will be subject to a fee variation which would be discussed with the client prior to proceeding further.
  - Roads ACT will provide assistance in determining the consultation mail out area, the management of online survey response and collection, and the coordination of display areas within the library and other public places.



Should additional work be required over and above the quoted fee, we will notify Roads ACT accordingly for approval, and charge for any additional work at the hourly rates set out below, or as otherwise agreed.

Project Team Member	Hourly Rate
David Lavin	
Ric Pauline	
Mayavan Mannivannan	
CAD	
Richard Thomas	
John O'Grady	
Katrina Diegelman	
Neill Miller	

We trust that you will find the fee proposal above satisfactory and look forward to your response. In the meantime, if you have any queries or require clarification on any issue relating to the above then please do not hesitate to contact the undersigned on 02) 6112 4515.

Yours faithfully

David Lavin  
 Senior Roads Engineer  
 For Cardno  
 02) 6112 4515

Enc:

cc: John Foster, Cardno (NSW/ACT)  
 Mark Perry, Cardno (NSW/ACT)  
 Greg Taylor, Cardno (NSW/ACT)  
 Kim Turner, Cardno (NSW/ACT)

## FREQUENTLY ASKED QUESTIONS

Will the Traffic Calming Devices create noise when people drive over them?

Some noise may be generated by vehicles crossing or slowing down/speeding up on the approach and exit from these devices. This noise will be reduced and fall within acceptable limits with vehicles using these devices at appropriate speeds.

Will the Traffic Calming Devices damage your vehicle when you drive over them?

No. The proposed traffic calming measures have been designed in such a way that 'street legal' vehicles (driven at appropriate speeds) will not sustain damage from these devices.

Do the Traffic Calming devices reduce or enhance the amenity and value of our neighbourhood?

Traffic calming devices have the potential to enhance the amenity of the local area through a reduction in traffic speed and the provision of a roadside environment with improved safety.

Does the implementation of Traffic calming Devices in our street simply push the "rat running" problem to adjacent streets?

They can, but the proposed measures are part of an area wide Traffic Calming study which seeks to improve the road environment for users and minimise the possibility of 'rat running' to surrounding streets.

How effective are the Traffic calming Devices in actually calming the traffic.

Traffic Calming Devices can be extremely effective in slowing traffic speeds and improving safety.

Are the Traffic Calming Devices placed to ensure they do not block our driveway?

Yes. The proposed Traffic Calming Devices have been designed in accordance with the relevant standards and guidance, with the primary aims of slowing traffic speeds and improving safety. The proposed devices will typically be located close to existing street lights and as far from drives and accesses as is practicable.

These devices cost money to install. Will installing these Traffic Calming Devices in our street increase our rates?

No. The Traffic Calming Devices are part of the ACT Government's Safer Streets Policy. As such funding is available to install these devices. In addition, the proposed Traffic Calming Measures are generally cost effective to install with some of the measures offering the flexibility to be reused again at other locations (subject to condition).