

SCHEME: Beech Village	JOB No. TBC
Commission Stage: Feasibility	Commission Manager: Jamie Roan

1 Background

There has been an aspiration for a number of years for the construction of a roadside footway along Medstead Road/Kings Hill that will enhance road safety and help unify the village. There is currently no such footway in place other than to the east of the village, running to the A339.

A footway has, however, when investigated in the past, proved an unfeasible project in the centre of the village, where pedestrian traffic and road safety concerns are at their highest. This is because Hampshire Highways owns little or no land on either side of the carriageway in the centre of the village.

Beech Parish Council has performed a preliminary desktop and on-site study, using online maps showing land owned by Hampshire Highways, and has concluded that appropriate road safety measures in Beech Village, to meet residents' aspirations, will be:

- i. A footway running west from the village centre for about 1.5km, to the western end of the Kings Hill housing cluster, alongside the south side of Medstead Road/Kings Hill using Hampshire Highways land. Here, road safety is enhanced by separating pedestrians from road traffic.
- ii. Suitable physical traffic calming measures in the centre of the village, designed to enhance pedestrian safety by slowing traffic down.

The implementation of these measures will probably need to be prioritised and/or phased to match the available flow of funds, and so the work must be divided into packages.

2 Scope of Works

2.1 Footway Study

To perform a study to construct a footway on each of the following sections of road:

- 98 to 170 Medstead Road (main entrance to Bushy Leaze Wood);
- 170 Medstead Road to 1 Kings Hill;
- 1 to 7 Kings Hill;
- 7 to 72 Kings Hill; and
- 43 to 49 Medstead Road,

in each case with the default being that the footway is on the south side of the road.

The footway should be similar to that from the village to the A339:

- "hogging" surface (not tarmac);
- 1.0 - 1.2 metres wide;
- separated from the road by greenery, with no roadside kerb; but
- adapted where necessary to keep clear the existing drainage channels that conduct surface water from the road into sumps/ditches (section 98 to 170 Medstead Road).

Allowance must be made not only for flattening and preparing the footway surface, but also (at some parts of Bushy Leaze Wood in particular) for the removal of small trees and bushes on the footway route.

Where the footway might be elevated above road level to an extent that would mean provision of a handrail would be considered essential, to provide alternative costed options for:

- provision of an elevated footway with handrail; and
- excavation of roadside bank to provide a lower footway without handrail.

The study output to include, for each road section:

- the statutory permissions and process involved
- footway route;
- outline footway design and construction;
- cost estimate; and
- details of where the use of non-Highways land must be negotiated (and the statutory processes involved).

It is envisaged that this would be a desktop project with a single site visit (accompanied by a representative of Beech Parish Council) to check road verge status.

2.2 Physical Traffic Calming Measures Study

To perform a study to result in an outline design of appropriate physical traffic calming measures that seek to reduce the speed of traffic in the centre of the village (between 24 and 98 Medstead Road).

The study output to include;

- confirmation that viable and acceptable physical traffic calming measures are achievable;
- the statutory permissions and process involved
- outline position, design and construction of physical traffic calming features;
- outline position and nature of associated signage and road markings; and
- cost estimate.

It is envisaged that this would be a desktop project with a single site survey visit (accompanied by a representative of Beech Parish Council).

3 Inputs

The following documentation shall be considered and/or will support the highway design of the feasibility study:

- Preliminary Beech Parish Council Desktop Study

4 Tasks

The required output would be a feasibility study identifying the most relevant level of improvements. The scope of the feasibility study would need to include:

- Attend meetings;
- Gather background data including mapping and asset information;
- Site Visits to include photography surveys;
- Stage 1 Road Safety Audit - Road safety audits for all routes;
- Produce a Walking, Cycling and Horse-Riding Assessment Review (WCHAR);
- Identify the highway boundary and land ownership details - Desktop based GIS;
- Notify statutory utility companies to collate service plans;

- Undertake consultation with HCC specialists;
- Prepare feasibility design drawings;
- Produce an initial cost estimates for all elements including design fees, legal costs etc.;
- Produce construction cost estimates, based on the feasibility design drawings, including appropriate level of optimism bias;
- Produce route layout options;
- Outline paving and surfacing options - Where paved or unpaved, finishing types to provide an engineered solution, and if relevant, a solution that is sympathetic with the surroundings in line with HCC policy;
- Outline further scheme schedule – produce an indicative schedule for further scheme design, studies and investigation leading up to construction / completion; and
- Produce risk register.

5 Deliverables

The following deliverables are to be provided in accordance with EC's quality process:

- Layout drawings
- Programme for further scheme design, studies and investigations, to construction completion
- Risk Register
- Cost estimates
- Stage 1 Road Safety Audit Responses and WCHAR
- Feasibility Report

6 Proposed Resources & Availability

Our teams work closely with a wide range of HCC departments and are intimately familiar with HCC design standards, ensuring that our reports are compliant with standards at the first attempt. This will inevitably save both time and money at a later stage, should you wish to progress any of these schemes.

Our teams have strong experience delivering transport studies of this nature:

For this study, the following key resources are available:

Jamie Roan – Commission Manager (Engineering Consultancy)
Eur Ing; MEng (Hons); CEng MICE

Jamie is a chartered civil engineer with over fifteen years' experience in highway and structures projects of varying complexity and value. He is experienced in managing construction projects using different contract forms including New Engineering Contract (NEC): Engineering Construction Contract (ECC) 2nd and 3rd Edition.

He is responsible for budgeting, resourcing and programming as well as delivery of the detailed design of highway works and structures. He is strongly competent in the design of highways including pavements, road restraint systems, highway alignments, junctions and interchanges, and traffic engineering. Jamie has extensive experience in UK design standards (DMRB, Manual for Streets and local authority standards) as well as supplementary design standards.

Ben Brooks-Martin –Transport Planner (Project Lead, Traded Services)
BA (Hons)

Ben joined the Hampshire Traded Services Team in 2018 bringing with him 14 years' wide-ranging experience in transport and planning disciplines, having worked within Hampshire County Council's Home to School Transport Service and Strategic Transport during that time. He has successfully managed a variety of transport projects, including Local Cycling and Walking Infrastructure Plans in Gosport, Transport Assessments for the Hampshire School's Expansion Programme and currently overseeing a master-planning project for another Hampshire Parish Council.

7 Programme

This study will be conducted according to the Project Programme.

The Outline Programme shown in Table 1 below will form the baseline programme for this study. Any subsequent revisions to this Outline Programme will be recorded on a Change Control Form for discussion and approval with the Design Project Manager and Commission Manager. A revised Outline Programme will be produced.

Table 1: Programme for Feasibility Study (indicative dates)

Activity	Duration weeks	Start Date	End Date
Site Assessment/Photo survey	3 weeks	9 Sep 19	27 Sep 19
C2 Notices (statutory period)	4 weeks	30 Sep 19	25 Sep 19
Highway Boundary and Landownership	2 weeks	23 Sep 19	4 Oct 19
Design study	5 weeks	7 Oct 19	1 Nov 19
Consultation with Specialists	2 weeks	4 Nov 19	15 Nov 19
Road Safety Audit	1 week	4 Nov 19	8 Nov 19
Cost Estimates	2 weeks	11 Nov 19	22 Nov 19
Draft Feasibility Report	1 week	25 Nov 19	29 Nov 19
Client Review of Draft Feasibility Report	2 weeks	2 Dec 19	13 Dec 19
Report Amendments	1 week	16 Dec 19	20 Dec 19
Final Feasibility Report Submission	-	20 Dec 19	

8 Costs of Feasibility Study

The fee estimate for this feasibility study commission uses the hourly rates for associated resources to forecast the fees for each activity. An indicative cost has been assumed for Consultation with Specialists based on previous experience. Hampshire Services will advise and agree in advance any significant changes with you, should they arise.

- £12,650 +VAT

VAT is payable on all costs and shall be calculated at the rate applicable at the time of invoicing. Travel costs are covered within the fee proposal to attend site visits and/or any agreed meetings, as per the project programme.

9 Exclusions/exceptions

Please note the following services are not included within the scope and cost estimate of this proposal. If required, these shall be discussed with the Project Lead and may incur additional costs:

- Attendance at public consultation sessions / events;
- Collation and analysis of responses to any public consultation sessions / events;
- Additional survey work (for example Automated Traffic Counts and Manual Traffic Counts), analysis of surveys and investigations that may be identified through the feasibility report;
- Attending additional meetings outside of those agreed as part of this proposal;
- Submissions of any planning applications (if required);
- Any further revisions of the report, beyond the one client review, may be subject to additional fees;
- Work outside of the scope of this proposal will incur additional fees based on our standard rates.

10 Agreement

Commission Cost	£12,650+VAT	Date Agreed	
Start Date	09 September 2019 (TBC)	End Date	20 December 2019 (TBC)
Client Contact	Ben Brooks-Martin	Signature	
Commission Manager	Jamie Roan	Signature	
Design Manager	James Rennie	Signature	