

May 10, 2007

Ms. Karen Northcutt
Northcutt & Associates
4220 Poplar Street
Lake Isabella, California 93240

**Subject: Proposal to Provide Transportation Engineering and Planning
Consulting Services for the General Plan Update for California
City**

A# 07x05-003

Dear Karen:

DKS Associates (DKS) appreciates this opportunity to serve as the traffic engineering and planning consultant for the preparation of the General Plan Update (proposed project) for the City of California City (City). This proposal addresses the tasks required to assist you in the completion of the *Issues, Goals, Policies, and Actions* that will be included in the Circulation Element of the City's General Plan Update. This proposal does not include the tasks needed to analyze the General Plan Update for its Environmental Impact Report (does not include travel demand modeling and traffic impact analysis).

It is our understanding that the current General Plan was adopted in the mid-1990s and recent growth in City combined with current pending development projects are driving the need to update the General Plan to adequately assess and prepare for future growth. The following work scope for the traffic engineering and planning consulting for the Circulation Element is based on our recent conversations and meetings with the City.

PROJECT APPROACH

The following tasks will provide traffic engineering and planning consulting for the preparation of the Circulation Element of the General Plan Update is they relate to the Element's *Issues, Goals, Policies, and Actions*.

The DKS Project Manager, Dennis Pascua, will manage the resources expended on this project and ensure timely completion of tasks. He will be the main point of contact regarding transportation planning issues for the project development team (PDT). Mr. Pascua has over 14 years of experience in transportation planning.

DKS will employ Quality Assurance techniques for this project. In support of Mr. Pascua, Denis Bilodeau, P.E., will be responsible for review of work products and application of DKS' Quality



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Control/Quality Assurance (QA/QC) procedures. Mr. Bilodeau is a licensed Professional Engineer (P.E., license #56447) and licensed Traffic Engineer (T.E., license #2008) in the State of California with over 16 years of experience. As necessary, Mr. Pascua and Mr. Bilodeau will be assisted by other DKS staff throughout the completion of the scope of services.

SCOPE OF WORK

Task 1: Existing Circulation System

DKS will prepare a description of the existing circulation system of the City and surrounding areas and provide an assessment of the current roadway and intersection operations. Specific topics to be included in this section of the TIA include:

- Existing street and highway system
- Existing traffic volumes and levels of service
- Existing traffic controls
- Truck routes and rail facilities
- Transit service
- Recreational routes
- Special traffic generators

Data Collection - Study Intersections and Roadways

This scope assumes that all new roadway segment and intersection traffic counts will need to be collected. At a minimum, segments and intersections along California City Boulevard and Neuralia Road will be collected. For purposes of this scope and budget, up to 10 roadway segments and 10 intersections will be counted for analysis. DKS will contract with a qualified traffic data collection firm to obtain traffic counts. Traffic counts have been assumed to be approximately \$200 per roadway segment (two-way), and \$350 per intersection.

DKS will obtain typical weekday 24-hour machine roadway segment counts, and weekday a.m. and p.m. peak hour turn movement counts. The intersection counts will be conducted on a Tuesday, Wednesday or Thursday of a non-holiday week. DKS will contact the California Department of Transportation (Caltrans) to obtain available data on State highways.

Field Reconnaissance

DKS staff will conduct field reconnaissance visits during the weekday a.m. and p.m. peak periods on a typical weekday (Tuesday, Wednesday or Thursday). The purpose of this task is to confirm available data and information. DKS will also observe and evaluate:

- Traffic patterns and circulation in the City
- Study intersection lane geometrics and traffic control
- Roadway characteristics (local and State facilities)
- Proximity of public transit service routes
- Location and operations of adjacent rail lines

Task 2: Assist in Development of Issues, Goals, Policies, and Actions

DKS will work with the project team and the City in the development of new and/or revised goals, policies, and actions for the Circulation Element. As a part of this task, the following subtasks will be conducted:

- Review the draft General Plan Circulation Element's future roadway network, and determine whether additional north/south roadways will be required.
- Determine where interim traffic control (i.e., stop signs or traffic signals) will be required until the ultimate roadway/intersection improvements are completed. DKS will develop thresholds and standards based on industry practices (e.g., MUTCD, AASHTO, Kern County, and/or Caltrans).
- Determine the appropriate roadway and intersection daily capacities and level of service (LOS) thresholds.
- Develop policies and implementation measures related to the Circulation Element.
- Derive General Plan roadway street cross-sections.

Task 3: Public Hearings/Team Meetings

DKS has budgeted for four (4) meetings with the Project Development Team, City or agency staff. Some of these meetings may also include a Planning Commission Hearing and/or a City Council Hearing. Additional meetings will be considered out-of-scope work that can be arranged on a time-and-materials basis through a contract amendment.

ASSUMPTIONS

Please note that in developing this work scope and budget estimate we have assumed the following:

- The work scope and budget estimate are subject to change following input by Northcutt & Associates, and the City.
- The budget estimate assumes that all new roadway counts (10 locations) and 10 intersection traffic counts will need to be collected. DKS will contract with a qualified traffic data collection firm to obtain traffic counts. For purposes of this scope and budget, traffic counts have been assumed to be approximately \$200 per roadway segment (two-way) and \$350 per intersection.
- Additional meetings beyond the four (4) noted above will be considered out-of-scope work. DKS will attend additional meetings that can be arranged through a contract amendment.

SCHEDULE

DKS is prepared to begin work immediately following a Notice to Proceed. DKS will then contact City and County staff for their review and approval of this scope of services, and obtain the necessary data.

BUDGET

In consideration of the performance of these services, DKS will be compensated on a time-and-materials basis in accordance with the hourly billing rates set forth in the attached fee schedule, for a maximum fee of \$25,600. This fee is based upon the scope of services and level of effort presented above.

The table below provides a breakdown of the proposed budget by task.

TASK	
Task 1: Existing Circulation System	\$4,080
- Data Collection	\$6,050
Task 2: Develop Issues, Goals, Policies, and Actions	\$7,700
Task 3: Meetings (4)	\$6,960
Reimbursables	\$810
Total	\$25,600

Following review of the work scope by you and City staff, DKS will make any necessary changes and prepare a revised work scope and budget estimate, if necessary. Also, any additional services requested by the client over and above the maximum time-and-material budget will only be conducted after receiving a written modification to this agreement.

CONTRACT TERMS

In consideration of the performance of these services, DKS will be compensated on a time-and-materials basis in accordance with the hourly billing rates set forth in the attached fee schedule, for a maximum fee not to exceed \$25,600. Any additional tasks and/or any additional services requested by the client over and above the maximum time-and-material budget will only be conducted after receiving a written modification to this agreement.

DKS will invoice monthly based upon the time and materials expended. Payments are due on a net 30 day basis. A service charge of 1¼ percent per month compounded will be assessed on billings not paid when due. If payment of our invoices is not made within 45 days of the due date, DKS reserves the right to cease work on this project until such time as payment is received. In the event of any litigation between the parties to this agreement arising from this agreement, the prevailing party shall be reimbursed for its reasonable attorney's fees and costs.

Should the services not be authorized in thirty (30) days, we reserve the right to revise the scope, budget and schedule to reflect then current conditions. Such revisions will be effected through amendments to this agreement.

If this agreement is acceptable to you, please have a duly authorized official of your company sign below and return one original for our files. Based upon the terms stated above, invoices will be issued and payment may be due for up to \$25,600. That signature will constitute formal authorization to proceed with the work program according to the terms outlined.

Ms. Karen Northcutt
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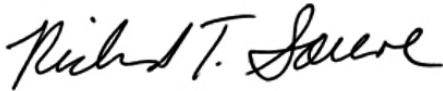
Your signature and receipt of the retainer will constitute formal authorization to proceed with the work program according to the terms outlined. Thank you for considering DKS and we look forward to working with you. If you have any questions regarding this proposal, please contact Dennis Pascua at (949) 863-0041.

Sincerely,

DKS Associates
A California Corporation

Approved by:

Northcutt & Associates



Richard T. Sauve, P.E.
President

By: _____



Dennis M. Pascua
Senior Transportation Planner

Title

Date

Attachment: DKS billing rates

FEE SCHEDULE			
<i>Effective August 1, 2006 through August 31, 2007</i>			
<i>ENGINEERS and PLANNERS</i>		<i>TECHNICIANS and SUPPORT STAFF</i>	
Hourly Rate		Hourly Rate	
Grade 1	\$ 55.00	Tech Level A	\$ 35.00
Grade 2	60.00	Tech Level B	40.00
Grade 3	65.00	Tech Level C	45.00
Grade 4	70.00	Tech Level D	50.00
Grade 5	75.00	Tech Level E	55.00
Grade 6	80.00	Tech Level F	60.00
Grade 7	85.00	Tech Level G	65.00
Grade 8	90.00	Tech Level H	70.00
Grade 9	95.00	Tech Level I	75.00
Grade 10	100.00	Tech Level J	80.00
Grade 11	105.00	Tech Level K	85.00
Grade 12	110.00	Tech Level L	90.00
Grade 13	115.00	Tech Level M	95.00
Grade 14	120.00	Tech Level N	100.00
Grade 15	125.00	Tech Level O	105.00
Grade 16	130.00	Tech Level P	110.00
Grade 17	135.00	Tech Level Q	115.00
Grade 18	140.00	Tech Level R	120.00
Grade 19	145.00	Tech Level S	125.00
Grade 20	150.00		
Grade 21	155.00		
Grade 22	160.00		
Grade 23	165.00		
Grade 24	170.00		
Grade 25	175.00		
Grade 26	180.00		
Grade 27	185.00		
Grade 28	190.00		
Grade 29	195.00		
Grade 30	200.00		
Grade 31	210.00		
Grade 32	220.00		
Grade 33	230.00		
Grade 34	240.00		
Grade 35	250.00		

<ul style="list-style-type: none"> • Project expenses will be billed at <i>cost plus ten percent</i> for service and handling. Project expenses include project-related costs such as reproduction through outside services, transportation, subsistence, delivery/postage and subcontractor services. • All invoices are due and payable within 30 days of date of invoice. Invoices outstanding over 30 days will be assessed a 1 1/4 percent service charge, compounded, for each 30 days outstanding beyond the initial payment period. Service charges are not included in any agreement for maximum charges. • Expert witness charges are available on request.
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