

**CITY MANAGER'S REPORT
JUNE 11, 2018 CITY COUNCIL MEETING**

ITEM: APPROVE A MASTER AGREEMENT AND TASK ORDERS 1 AND 2 WITH CRANE TRANSPORTATION GROUP

RECOMMENDATION: Adopt a Resolution Approving a Master Agreement with Crane Transportation Group and Task Orders 1 and 2 for Traffic Monitoring and Analysis Services

SUMMARY:

Staff requests Council approval of a Master Agreement with Crane Transportation Group. The proposed Master Agreement, would allow the assignment of future Task Orders when necessary. Staff is requesting Council approval of Task Order 1 to conduct City Wide Traffic Counts that support Task Order 2 for the 2018 Citywide Traffic Monitoring Program (TMP) and General Plan Circulation Element Update.

Agreement	Project	Amount
Master Agreement	Establishes Contractual Relationship with Crane Transportation for Various Specialized Traffic Monitoring and Analysis Services	n/a
Task Order No. 1	Citywide Traffic Count Operations	\$32,800
Task Order No. 2	Year 2018-Citywide Traffic Monitoring Program 2- and 4-year Horizon Study	\$67,320

BACKGROUND:

One of the requirements contained in the Development Agreements and Environmental Impact Report mitigation measures for various development projects primarily located in the western portion of the City specifies that each developer must participate in the TMP program. The TMP monitors roadway conditions, projects roadway congestion two and four years into the future, and schedules when planned roadway improvements should be constructed to keep congestion at acceptable levels. The TMP is important because it establishes performance standards and details how the operations of the roadway system are to be monitored, as well as how improvements are to be scheduled for construction to avoid the roadway system falling below acceptable standards of operation. Developers are required to fund the TMP on a continuing basis until all required traffic improvements have been completed. The last TMP was prepared in 2014, and due to the lack of development activity, the TMP has not been updated since that time.

**CITY MANAGER'S REPORT
JUNE 11, 2018 CITY COUNCIL MEETING
MASTER AGREEMENT WITH CRANE TRANSPORTATION GROUP AND
APPROVAL OF TASK ORDERS 1 AND 2**

ANALYSIS:

Staff seeks assistance from Crane Transportation for the following items:

Task Order No. 1 – Citywide Traffic Count Operations – Traffic counts and turning movements at the City's major intersections, counts on major roadway segments including freeway interchanges and roadway is required to establish a baseline for all automotive and truck activities. The traffic counts support the preparation of the Transportation Monitoring Program as well as the General Plan Circulation Element update and supporting General Plan Environmental Impact Report.

The funds required for Task Order 1 will be fully funded by developers. The proposed budget is an amount not to exceed \$32,800.

Task Order No. 2 – Year 2018 Citywide Traffic Monitoring Program Study – The Traffic Monitoring Program, analyzes and documents traffic impacts under existing conditions and projects future traffic conditions taking into consideration proposed/planned land use developments and planned circulation system improvements. With this information CTG will identify significant impacts and mitigations to bring these impacts down to acceptable levels.

The funds required for Task Order 2 will be fully funded by developers. The proposed budget is an amount not to exceed \$67,320.

REASON FOR RECOMMENDATION:

The City Engineer, Public Works, and Community Development Departments have utilized the services of Crane Transportation Group (CTG) for many years under separate contracts to provide traffic engineering services in support of various City projects and programs. For example, CTG prepared the City's 2014 Transportation Monitoring Program (TMP). The background and history that CTG has with the City of Lathrop makes them a valuable and trusted resource. Crane Transportation Group is well qualified to provide Traffic Monitoring and Analysis Services.

FISCAL IMPACT:

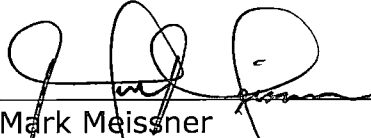
The funds required for Task Orders 1 and 2 will be fully funded by developers in the City and is included in the biennial budget.

ATTACHMENTS:

- A. Resolution Authorizing a Master Agreement with Crane Transportation Group
- B. Master Agreement with Crane Transportation Group
- C. Task Order No. 1 for Citywide Traffic Count Operations
- D. Task Order No. 2 Year 2018 Citywide Traffic Monitoring Program Study

**CITY MANAGER'S REPORT
JUNE 11, 2018 CITY COUNCIL MEETING
MASTER AGREEMENT WITH CRANE TRANSPORTATION GROUP AND
APPROVAL OF TASK ORDERS 1 AND 2**

APPROVALS:



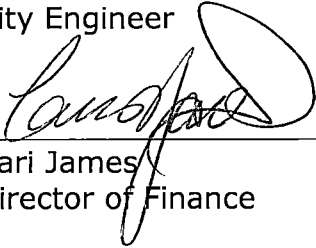
Mark Meissner
Assistant Community Development Director

6/5/18
Date



Glenn Gebhardt
City Engineer

6/5/18
Date



Cari James
Director of Finance

6/6/18
Date



Salvador Navarrete
City Attorney

6-5-18
Date



Stephen J. Salvatore
City Manager

6.6.18
Date

RESOLUTION NO. 18-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LATHROP
APPROVING A MASTER SERVICES AGREEMENT WITH
CRANE TRANSPORTATION GROUP FOR TRANSPORTATION ENGINEERING
SERVICES, AND TASK ORDERS 1 AND 2 FOR CITYWIDE TRAFFIC COUNTS,
AND PREPARATION OF THE 2018 TRAFFIC MONITORING PROGRAM.**

WHEREAS, the City is in need of transportation engineering services in order to complete the update of the City's Transportation Management Program; and

WHEREAS, Crane Transportation Group (CTG) is well qualified to provide transportation engineering services; and

WHEREAS, the Master Services Agreement will streamline the process of obtaining professional services with Crane Transportation Group by allowing review and approval as warranted limited to individual Task Orders; and

WHEREAS, Task Order No. 1 and Task Order No. 2. will be paid by developers; and

WHEREAS, Task Orders 1 & 2 are contingent upon funding from developers and notice to proceed will not be issued until staff has secured funding.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Lathrop hereby approve a Master Agreement with Crane Transportation Group for professional transportation engineering services and Task Order No. 1 not to exceed \$32,800 and Task Order No. 2 not to exceed \$67,320 to be issued only upon funding from developers.

The foregoing resolution was passed and adopted this 11th day of June, 2018, by the following vote of the City Council, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

SONNY DHALIWAL, MAYOR

ATTEST:

APPROVED AS TO FORM:

Teresa Vargas, City Clerk



Salvador Navarrete, City Attorney

CITY OF LATHROP

**MASTER AGREEMENT FOR PROFESSIONAL SERVICES WITH
CRANE TRANSPORTATION GROUP FOR SPECIALIZED
TRAFFIC MONITORING AND ANALYSIS SERVICES**

THIS AGREEMENT, dated for convenience this 11th day of June, 2018, is by and between Crane Transportation Group ("CONSULTANT") and the CITY OF LATHROP, a California municipal corporation ("CITY");

RECITALS:

WHEREAS, CONSULTANT is specially trained, experienced, and competent to provide specialized traffic monitoring and analysis services, which are required by this agreement; and

WHEREAS, CITY selected the CONSULTANT pursuant to said qualifications; and

WHEREAS, CONSULTANT is willing to render such professional services for various specialized projects, as hereinafter defined, on the following terms and conditions;

NOW, THEREFORE, CONSULTANT and the CITY agree as follows:

AGREEMENT

(1) Scope of Service

CONSULTANT agrees to perform services in conformance with an approved Scope of Work provided by CONSULTANT. CONSULTANT agrees to diligently perform these services in accordance with the upmost standards of its profession and to CITY'S satisfaction.

(2) Compensation

CITY hereby agrees to pay CONSULTANT the amount indicated in each approved Task Order, for Professional Traffic Monitoring and Analysis Services related to Various Specialized Projects. City agrees to pay CONSULTANT within thirty (30) days of receipt of billings containing all information required per Paragraph 5 below. Compensation for any task must be equal to or less than the percentage of task complete. In no event shall CONSULTANT be entitled to compensation for work not included in the approved Task Order Scope of Work unless CITY's authorized representative executes a written change order or authorization describing the extra work and payment terms prior to the commencement of the work.

(3) Effective Date and Term

The effective date of this Agreement is June 11, 2018, and it shall terminate no later than June 30, 2020 provided, that the City may renew this agreement under the same terms and conditions for additional twelve (12) month periods, commencing on July 1 of each year and terminating on June 30 of each subsequent year. Each such renewal shall be automatic unless CONSULTANT is given thirty (30) days' written notice of CITY's intention not to renew this agreement.

(4) Independent Contractor Status

It is expressly understood and agreed by both parties that CONSULTANT, while engaged in carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and not an employee of the CITY. As an independent contractor, CONSULTANT is responsible for controlling the means and methods to complete the scope of work describe in each approved Task Order to the City's satisfaction. CONSULTANT expressly warrants not to represent, at any time or in any manner, that CONSULTANT is an employee of the CITY.

(5) Billings

CONSULTANT'S bills shall include a list of all tasks, a total amount due, the amounts previously billed, and the net amount due on the invoice. Except as specifically authorized by CITY, CONSULTANT shall not bill CITY for duplicate services performed by more than one person. In no event shall CONSULTANT submit any billing for an amount in excess of the rates or the maximum amount of compensation provided in section (2) for either task or for the entire Agreement, unless modified by a properly executed change order.

(6) Advice and Status Reporting

CONSULTANT shall provide the CITY with timely reports, orally or in writing, of all significant developments arising during performance of its services hereunder, and shall furnish to CITY such information as is necessary to enable CITY to monitor the performance of this Agreement.

(7) Assignment of Personnel

CONSULTANT shall assign only competent personnel to perform services pursuant to this Agreement. If CITY asks CONSULTANT to remove a person assigned to the work called for under this Agreement, CONSULTANT agrees to do so immediately, without requiring the City to process a reason or explanation for its request.

(8) Assignment and Subcontracting

It is recognized by the parties hereto that a substantial inducement to CITY for entering into this Agreement was, and is, the professional reputation and competence of CONSULTANT. Neither this Agreement nor any interest therein may be assigned by CONSULTANT without the prior written approval of CITY'S authorized representative. CONSULTANT shall not subcontract any portion of the performance contemplated and provided for herein, other than the subcontractors noted in the proposal, without prior written approval of the CITY'S authorized representative.

(9) Insurance

On or before beginning any of the services or work called for by any term of this Agreement, CONSULTANT, at its own cost and expense, shall carry, maintain for the duration of the Agreement, and provide proof thereof that is acceptable to the CITY the insurance specified in subsections (a) through (c) below with insurers and under forms of insurance satisfactory in all respects to the CITY. CONSULTANT shall not allow any subcontractor to commence work on any subcontract until all insurance required of the CONSULTANT has also been obtained for the subcontractor. Verification of this insurance shall be submitted and made part of this Agreement prior to execution.

- (a) Workers' Compensation. CONSULTANT shall, at CONSULTANT'S sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by CONSULTANT. Said Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than one million dollars. In the alternative, CONSULTANT may rely on a self-insurance program to meet these requirements provided that the program of self-insurance complies fully with the provisions of the California Labor Code. The insurer, if insurance is provided, or the CONSULTANT, if a program of self-insurance is provided, shall waive all rights of subrogation against the CITY for loss arising from work performed under this Agreement.

- (b) Commercial General and Automobile Liability Insurance. CONSULTANT, at CONSULTANT'S own cost and expense, shall maintain commercial general and automobile liability insurance for the period covered by this Agreement in an amount not less than one million dollars per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the

CITY OF LATHROP –MASTER AGREEMENT
CRANE TRANSPORTATION GROUP

general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

Coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (ed. 11/88) and Insurance Services Office Automobile Liability form CA 0001 (ed. 12/90) Code 1 (any auto).

Each of the following shall be included in the insurance coverage or added as an endorsement to the policy:

- (i) CITY, its officers, employees, agents, and volunteers are to be covered as insured with respect to each of the following: liability arising out of activities performed by or on behalf of CONSULTANT, including the insider's general supervision of CONSULTANT; products and completed operations of CONSULTANT; premises owned, occupied or used by CONSULTANT. The coverage shall contain no special limitations on the scope of protection afforded to CITY, its officers, employees, agents, or volunteers.
 - (ii) The insurance shall cover on an occurrence or an accident basis, and not on a claim made basis.
 - (iii) An endorsement must state that coverage is primary insurance and that no other insurance affected by the CITY will be called upon to contribute to a loss under the coverage.
 - (iv) Any failure of CONSULTANT to comply with reporting provisions of the policy shall not affect coverage provided to CITY and its officers, employees, agents, and volunteers.
 - (v) Insurance is to be placed with California-admitted insurers with a Best's rating of no less than A: VII.
 - (vi) Notice of cancellation or non-renewal must be received by CITY at least thirty days prior to such change.
- (c) Professional Liability. CONSULTANT, at CONSULTANT'S own cost and expense, shall maintain for the period covered by this

CITY OF LATHROP –MASTER AGREEMENT
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Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than One Million Dollars (\$1,000,000) per claim made and per policy aggregate covering the licensed professionals' errors and omissions, as follows:

- (i) Any deductible or self-insured retention shall not exceed \$150,000 per claim.
- (ii) Notice of cancellation, material change, or non-renewal must be received by the CITY at least thirty days prior to such change shall be included in the coverage or added as an endorsement to the policy.
- (iii) The policy must contain a cross liability or severability of interest clause.
- (iv) The following provisions shall apply if the professional liability coverages are written on a claims made form:
 - 1. The retroactive date of the policy must be shown and must be before the date of the Agreement.
 - 2. Insurance must be maintained and evidence of insurance must be provided for at least five years after completion of the Agreement or the work, so long as commercially available at reasonable rates.
 - 3. If coverage is canceled or not renewed and it is not replaced with another claims made policy form with a retroactive date that precedes the date of this Agreement, CONSULTANT must provide extended reporting coverage for a minimum of five years after completion of the Agreement or the work. The CITY shall have the right to exercise at the CONSULTANT'S cost, any extended reporting provisions of the policy should the CONSULTANT cancel or not renew the coverage.
 - 4. A copy of the claim reporting requirements must be submitted to the CITY prior to the commencement of any work under this Agreement.
- (d) Deductibles and Self-Insured Retentions. CONSULTANT shall disclose the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement.

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During the period covered by this Agreement, upon express written authorization of the CITY's authorized representative, CONSULTANT may increase such deductibles or self-insured retentions with respect to CITY, its officers, employees, agents, and volunteers. The CITY's authorized representative may condition approval of an increase in deductible or self-insured retention levels upon a requirement that CONSULTANT procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses that is satisfactory in all respects to each of them.

- (e) Notice of Reduction in Coverage. In the event that any coverage required under subsections (a), (b), or (c) of this section of the Agreement is reduced, limited, or materially affected in any other manner, CONSULTANT shall provide written notice to CITY at CONSULTANT'S earliest possible opportunity and in no case later than five days after CONSULTANT is notified of the change in coverage.
- (f) In addition to any other remedies CITY may have if CONSULTANT fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, CITY may, at its sole option:
 - (i) Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
 - (ii) Order CONSULTANT to stop work under this Agreement or withhold any payment which becomes due to CONSULTANT hereunder, or both stop work and withhold any payment, until CONSULTANT demonstrates compliance with the requirements hereof;
 - (iii) Terminate this Agreement.

Exercise of any of the above remedies, however, is an alternative to other remedies CITY may have and is not the exclusive remedy for CONSULTANT'S breach.

(10) Indemnification - CONSULTANT'S Responsibility

As to the CONSULTANT'S work hereunder, it is understood and agreed that (a) CONSULTANT has the professional skills necessary to perform the work, (b) CITY relies upon the professional skills of CONSULTANT to perform the work in a skillful and professional manner, and (c) CONSULTANT thus agrees to so perform.

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Acceptance by CITY of the work performed under this Agreement does not operate as a release of said CONSULTANT from such professional responsibility for the work performed. It is further understood and agreed that CONSULTANT is apprised of the scope of the work to be performed under this Agreement and CONSULTANT agrees that said work can and shall be performed in a fully competent manner in accordance with the standard of care applicable to CONSULTANT'S profession.

CONSULTANT shall indemnify, defend, and hold CITY, its officers, employees, agents, and volunteers harmless from and against any and all liability, claims, suits, actions, damages, and causes of action arising out of any personal injury, bodily injury, loss of life, or damage to property, or any violation of any federal, state, or municipal law or ordinance, to the extent caused by the willful misconduct or negligent acts or omissions of CONSULTANT, its employees, subcontractors, or agents, or on account of the performance or character of this work, except for any such claim arising out of the negligence or willful misconduct of the CITY, its officers, employees, agents, or volunteers. It is understood that the duty of CONSULTANT to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code. Acceptance of insurance certificates and endorsements required under this Agreement does not relieve CONSULTANT from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

(11) Licenses

If a license of any kind, which term is intended to include evidence of registration, is required of CONSULTANT, its employees, agents, or subcontractors by federal or state law, CONSULTANT warrants that such license has been obtained, is valid and in good standing, and CONSULTANT shall keep it in effect at all times during the term of this Agreement, and that any applicable bond has been posted in accordance with all applicable laws and regulations.

(12) Business Licenses

CONSULTANT shall obtain and maintain a CITY of Lathrop Business License until all Agreement services are rendered and accepted by the CITY.

(13) Termination

Either CITY or CONSULTANT may cancel this Agreement upon 30 days written notification to the other party. In the event of termination, the CONSULTANT shall be entitled to compensation for services performed to the effective date of termination; provided, however, that the CITY may condition payment of such

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compensation upon CONSULTANT'S delivery to the CITY of any or all documents, photographs, computer software, video and audio tapes, and other materials provided to CONSULTANT or prepared by or for CONSULTANT or the CITY in connection with this Agreement.

(14) Funding

CONSULTANT agrees and understands that renewal of this agreement in subsequent years is contingent upon action by the City Council consistent with the appropriations limits of Article XIII (B) of the California Constitution and that the Council may determine not to fund this agreement in subsequent years.

(15) Notices

All contracts, appointments, approvals, authorizations, claims, demands, Change Orders, consents, designations, notices, offers, requests and statements given by either party to the other shall be in writing and shall be sufficiently given and served upon the other party if (1) personally served, (2) sent by the United States mail, postage prepaid, (3) sent by private express delivery service, or (4) in the case of a facsimile transmission, if sent to the telephone FAX number set forth below during regular business hours of the receiving party and followed with two (2) Days by delivery of a hard copy of the material sent by facsimile transmission. Personal service shall include, without limitation, service by delivery and service by facsimile transmission.

To City: City of Lathrop
City Clerk
390 Towne Centre
Lathrop, CA 95330

Copy to: City of Lathrop
Community Development
390 Towne Centre
Lathrop, CA 95330

P: (209) 941-7260
F: (209) 941-7268

To Consultant: Crane Transportation Group
Mark D. Crane, P.E.
2621 East Windrim Court
Elk Grove, CA 95758-7479
P: (916) 647-3406
F: (916) 647-3408

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(16) Miscellaneous

- (a) Consent. Whenever in this Agreement the approval or consent of a party is required, such approval or consent shall be in writing and shall be executed by a person having the express authority to grant such approval or consent.
- (b) Controlling Law. The parties agree that this Agreement shall be governed and construed by and in accordance with the Laws of the State of California.
- (c) Definitions. The definitions and terms are as defined in these specifications.
- (d) Force Majeure. Neither party shall be deemed to be in default on account of any delay or failure to perform its obligations under this Agreement, which directly results from an Act of God or an act of a superior governmental authority.
- (e) Headings. The paragraph headings are not a part of this Agreement and shall have no effect upon the construction or interpretation of any part of this Agreement.
- (f) Incorporation of Documents. All documents constituting the Agreement documents described in Section 1 hereof and all documents which may, from time to time, be referred to in any duly executed amendment hereto are by such reference incorporated in the Agreement and shall be deemed to be part of this Agreement.
- (g) Integration. This Agreement and any amendments hereto between the parties constitute the entire Agreement between the parties concerning the Project and Work, and there are no other prior oral or written agreements between the parties that are not incorporated in this Agreement.
- (h) Modification of Agreement. This Agreement shall not be modified or be binding upon the parties unless such modification is agreed to in writing and signed by the parties.
- (i) Provision. Any agreement, covenant, condition, clause, qualification, restriction, reservation, term or other stipulation in the Agreement shall define or otherwise control, establish or limit the performance required or permitted or to be required of or permitted by either party. All provisions, whether covenants or conditions, shall be deemed to be both covenants and conditions.

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- (j) Severability. If a court of competent jurisdiction finds or rules that any provision of this Agreement is void or unenforceable, the provisions of this Agreement not so affected shall remain in full force and effect.
- (k) Status of CONSULTANT. In the exercise of rights and obligations under this Agreement, CONSULTANT acts as an independent contractor and not as an agent or employee of CITY. CONSULTANT shall not be entitled to any rights and benefits accorded or accruing to the City Council members, officers or employees of CITY, and CONSULTANT expressly waives any and all claims to such right and benefits.
- (l) Successors and Assigns. The provisions of this Agreement shall inure to the benefit of, and shall apply to and bind, the successors and assigns of the parties.
- (m) Time of the Essence. Time is of the essence of this Agreement and each of its provisions. In the calculation of time hereunder, the time in which an act is to be performed shall be computed by excluding the first Day and including the last. If the time in which an act is to be performed falls on a Saturday, Sunday or any Day observed as a legal holiday by CITY, the time for performance shall be extended to the following Business Day.
- (n) Venue. In the event that suit is brought by either party hereunder, the parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of San Joaquin or in the United States District Court for the Eastern District of California.
- (o) Recovery of Costs. The prevailing party in any action brought to enforce the terms of this Agreement or arising out of this Agreement may recover its reasonable costs, including reasonable attorney's fees, incurred or expended in connection with such action against the non-prevailing party.

(17) Notice to Proceed

Prior to commencing work under this agreement, CONSULTANT shall receive a written "Notice to Proceed" from CITY. A Notice to Proceed shall not be issued until all necessary bonds and insurances have been received. City shall not be obligated to pay CONSULTANT for any services prior to issuance of the Notice to Proceed.

CITY OF LATHROP –MASTER AGREEMENT
CRANE TRANSPORTATION GROUP

(18) Signatures

The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the CONSULTANT and the CITY. This agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

Approved as to Form: City of Lathrop
City Attorney

Salvador Navarrete Date

Recommended for Approval: City of Lathrop
Assistant Community Development Director

Mark Meissner Date

Accepted By: City of Lathrop
Reso No. 390 Towne Centre Drive
Lathrop, CA 95330

Stephen J. Salvatore Date
City Manager

CONSULTANT:

Crane Transportation Group
Mark D. Crane, P.E.
2621 East Windrim Court
Elk Grove, CA 95758-7479
Fed ID # 19-5404405
Business License # 20144

Mark D. Crane
Signed

6 June 2018
Date

MARK D. CRANE PRESIDENT
(Print Name and Title)

**CITY OF LATHROP
TASK ORDER NO. 1 PURSUANT TO
MASTER AGREEMENT WITH CRANE TRANSPORTATION
DATED JUNE 11, 2018 FOR TRAFFIC MONITORING AND ANALYSIS
SERVICES**

CITYWIDE TRAFFIC COUNT OPERATIONS

THIS TASK ORDER NO.1, dated for convenience this 11th day of June 2018, is by and made and entered into by and between Crane Transportation Group (“CONSULTANT”) and the CITY OF LATHROP, a California municipal corporation (“CITY”);

RECITALS:

WHEREAS, on June 11, 2018, CONSULTANT entered into a Master Agreement (“AGREEMENT”) with the CITY, by which the CONSULTANT has agreed to provide Specialized Traffic Analysis Services for the City of Lathrop. The City Council authorized the execution of the AGREEMENT and with CONSULTANT, pursuant to Resolution 18-_____.

WHEREAS, at the request of CITY, CONSULTANT submitted the scope of work and fee estimate to provide Citywide Traffic Count professional services as described in Task Order No.1 and fee estimate are attached hereto as Exhibit “A “ and incorporated herein by reference;

NOW, THEREFORE, CONSULTANT and the CITY agree as follows:

AGREEMENT

(1) Incorporation Of Master Agreement

This Task Order No.1 hereby incorporates by reference all terms and conditions set forth in the Master Agreement for Consulting Services for this project, unless specifically modified by this Task Order.

(2) Scope of Service

CONSULTANT agrees to provide Citywide Traffic Count professional services for the Planning Department and has establish a scope of work and fee proposal provided in Exhibit “A”. CONSULTANT agrees to diligently perform these services in accordance with the utmost standards of its profession and to the CITY’S satisfaction.

(3) Time Of Performance

CONSULTANT shall commence performance and shall complete all required services no later than June 30, 2019.

(4) Independent Contractor Status

It is expressly understood and agreed by both parties that CONSULTANT, while engaged in carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and not an employee of the CITY.

As an independent contractor, CONSULTANT is responsible for controlling the means and methods to complete the scope of work described in Exhibit "A" to City's satisfaction. CONSULTANT expressly warrants not to represent, at any time or in any manner, that CONSULTANT is an employee of the CITY.

(5) Compensation

CITY hereby agrees to pay CONSULTANT a sum not to exceed \$32,800 and has establish a scope of work and a budget as set forth in Exhibit "A" and payments will be issued incrementally. CONSULTANT shall be paid any uncontested sum due and payable within thirty (30) days of receipt of billings containing all information pursuant to Paragraph 5 of the Master Agreement. Compensation for any task must be equal to or less than the percentage of task complete. In no event shall CONSULTANT be entitled to compensation for work not included in Exhibit "A", unless a written change order or authorization describing the extra work and payment terms has been executed by CITY's authorized representative prior to the commencement of the work.

(6) Notice to Proceed

Prior to commencing work under this agreement, CONSULTANT shall receive a written "Notice to Proceed" from CITY. A Notice to Proceed shall not be issued until all necessary certificates of insurances have been received. City shall not be obligated to pay CONSULTANT for any services prior to issuance of the Notice to Proceed.

(7) Billings

CONSULTANT'S bills shall include a list of all tasks, a total amount due, the amounts previously billed, and the net amount due on the invoice. Except as specifically authorized by CITY, CONSULTANT shall not bill CITY for duplicate services performed by more than one person. In no event shall CONSULTANT submit any billing for an amount in excess of the rates or the maximum amount of compensation provided in section (2) for either task or for the entire Agreement, unless modified by a properly executed change order.

City of Lathrop – Task Order No. 1 for Citywide Traffic Count Operations

(8) Signatures

The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the CONSULTANT and the CITY. This agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

Approved as to Form: City of Lathrop
City Attorney

Salvador Navarrete Date

Recommended for Approval: City of Lathrop
Community Development Director

Rebecca Willis Date

Accepted By: City of Lathrop
Reso No: 390 Towne Centre Drive
Lathrop, CA 95330

Stephen J. Salvatore Date
City Manager

CONSULTANT: Crane Transportation Group
2621 East Windrim Court
Elk Grove, CA 95758-7479
Fed ID # 19-5404405
Bus License # 20144

Mark D. Crane 6 June 2018
Signature Date

MARK D. CRANE PRESIDENT
(Print Name and title)

CRANE TRANSPORTATION GROUP

CITY OF LATHROP

CITYWIDE TRAFFIC OPERATIONS

TRAFFIC COUNT SCOPE OF SERVICES

March 2018

I. PROPOSED TRAFFIC COUNT LOCATIONS

A. INTERSECTION AUTO & TRUCK TURN MOVEMENT COUNTS (7:00-9:00 AM AND 3:00-6:00 PM – see Figure 1)

1. Roth Road/Manthey Road
2. Roth Road/I-5 SB Ramps
3. Roth Road/I-5 NB Ramps
4. Roth Road/Harlan Road
5. Roth Road/McKinley Avenue
6. Roth Road/Sharp Army Depot Entrance
7. Roth Road/Intermodal Facility Entrance
8. Lathrop Road/Golden Valley Parkway
9. Lathrop Road/Manthey Road
10. Lathrop Road/I-5 SB Ramps
11. Lathrop Road/I-5 NB Ramps
12. Lathrop Road/Old Harlan Road/Driveways
13. Lathrop Road/New Harlan Road
14. Lathrop Road/5th Street
15. Lathrop Road/McKinley Avenue
16. Harlan Road/Stonebridge Avenue
17. River Islands Parkway/McKee Blvd.
18. River Islands Parkway/Golden Valley Parkway
19. River Islands Parkway/Manthey Road
20. River Islands Parkway/I-5 SB Ramps
21. Louise Avenue/I-5 NB Ramps
22. Louise Avenue/Old Harlan Road/Driveways
23. Louise Avenue/Driveways
24. Louise Avenue/New Harlan Road
25. Louise Avenue/Cambridge Drive
26. Louise Avenue/5th Street-Howland Road
27. Louise Avenue/McKinley Avenue
28. Golden Valley Parkway/Towne Centre Drive
29. Manthey Road/Brookhurst Boulevard
30. Yosemite Avenue/SR 120 EB Ramps

31. Yosemite Avenue/SR 120 WB Ramps
32. Yosemite Avenue/D'Arcy Parkway
33. Yosemite Avenue/McKinley Avenue
34. Harlan Road/D'Arcy Parkway
35. Manthey Road/Stewart Road
36. Manthey Road/I-5 SB Ramps
37. Mossdale Road/I-5 NB Ramps
38. MacArthur Blvd./I-205 Westbound Ramps
39. MacArthur Blvd./I-205 Eastbound Ramps
40. Arbor Avenue/Paradise Road
41. Somerston Road/Marina
42. Somerston Road/Academy
43. Lakeside/Commercial
44. McKee Boulevard/Barbara Terry Parkway

B. ROADWAY DIRECTIONAL HOSE COUNTS (72 HOURS – TUESDAY/WEDNESDAY/THURSDAY – see Figure 2)

1. Area 1 – Mossdale (most northerly subdivision)
 - Count Barbara Terry Boulevard and McKee Boulevard just west and north of the Barbara Terry/McKee Boulevard intersection.
2. Area 2 – Mossdale (central subdivision just south of City Hall)
 - Count Autumn Rain Drive and Crescent Moon Drive just east of McKee Boulevard.
3. Area 3 – Mossdale (southerly subdivision, adjacent to Sadler Oak)
 - Count Emory Oak Place and Schumard Oak Road just north/east of Sadler Oak.
4. Area 4 – Stonebridge Subdivision (north end)
 - Count Waterman Avenue, Goldstone Street and Spar Street just north/east of Slate Street.
5. Area 5 – New River Islands Residential Development – to be selected in consultation with City and River Islands staff. Assume 2 count locations.
 - Residential AM and PM peak hour trip rates will be determined for each subdivision.
6. River Islands Parkway bridge across San Joaquin River.
7. Stewart Road west of Manthey Road (near railroad crossing).

C. FREEWAY COUNTS (5:00-9:00 AM & 2:00-7:00 PM – see Figure 3)

1. I-5 just north of the Roth Road interchange (3 lanes each direction).
2. I-5 between the Louise Avenue interchange and SR 120.
3. SR 120 just west of the Yosemite Avenue interchange (2 lanes each direction).
4. I-205 just west of its interchange with I-5 (3 lanes each direction).
5. The southbound I-5 to eastbound SR 120 connector ramp (1 lane).
6. The westbound SR 120 to northbound I-5 connector ramp (1 lane).
7. I-5 just south of I-205 interchange (2 lanes each direction).

II. DATA ANALYSIS & PRESENTATION

A. PEAK HOUR TURN MOVEMENT COUNTS

An AM and PM peak hour set of turn movement counts will be developed for all City intersections. It is very probable that the specific peak traffic hours during the morning and afternoon commute periods will vary by corridor and/or by individual intersections. This evaluation will result in one set of AM and PM peak hour turn movement counts that reflect peak traffic activity at most or all intersections that will be used as the basis for all existing operational analysis

B. SUBDIVISION TRIP GENERATION RATES

Weekday AM and PM peak period trip generation rates will be determined for each surveyed subdivision. The City of Lathrop will need to supply the number and type of residential units in each subdivision as well as vacancy rates.

C. HOURLY DIRECTIONAL COUNTS

Three days of 24-hour counts will be presented for River Islands Parkway at its crossing of the San Joaquin River and for Stewart Road just west of Manthey Road.

D. FREEWAY VOLUMES

Freeway volumes (auto & truck) will be evaluated to see if there is a consistent AM and PM peak hour on all three freeways and to see how the peak hours on the freeways match those at the Lathrop surface street intersections.

E. PRESENTATION

- Weekday AM and PM peak hour turn movement volumes will be presented on figures.
- Subdivision AM and PM peak hour trip generation rates will be presented in tabular form and on a figure.
- Freeway directional volumes will be presented on figures.

- Roadway directional hourly volumes (for three days) will be presented in tabular form.

III. COUNT COMPANY

All counts will be conducted by National Data & Surveying Services, the company that conducted the counts in 2013. All counts will be recorded, with a copy of the recordings provided to the City.

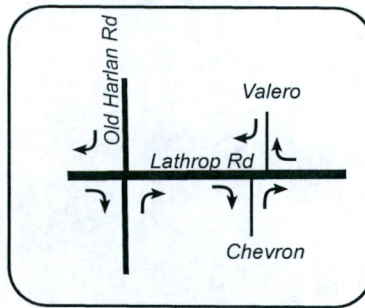
IV. COST OF SERVICES

1.	Counts (National Data & Surveying)	\$18,600.00
2.	Count program setup, breakdown of raw count data & set up of AM & PM peak hour coordinated system. Graphic presentation of TMP peak hour count results and coordination with Fehr & Peers General Plan count program.	\$14,200.00
		<hr/>
	TOTAL	\$32,800.00

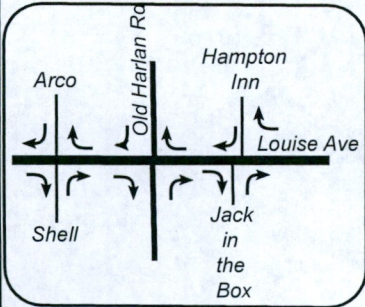
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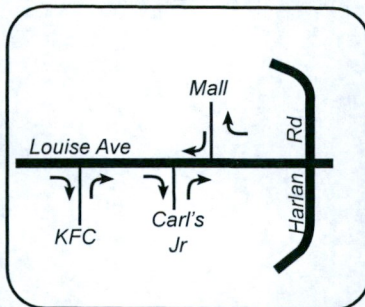
Location 12



Location 22

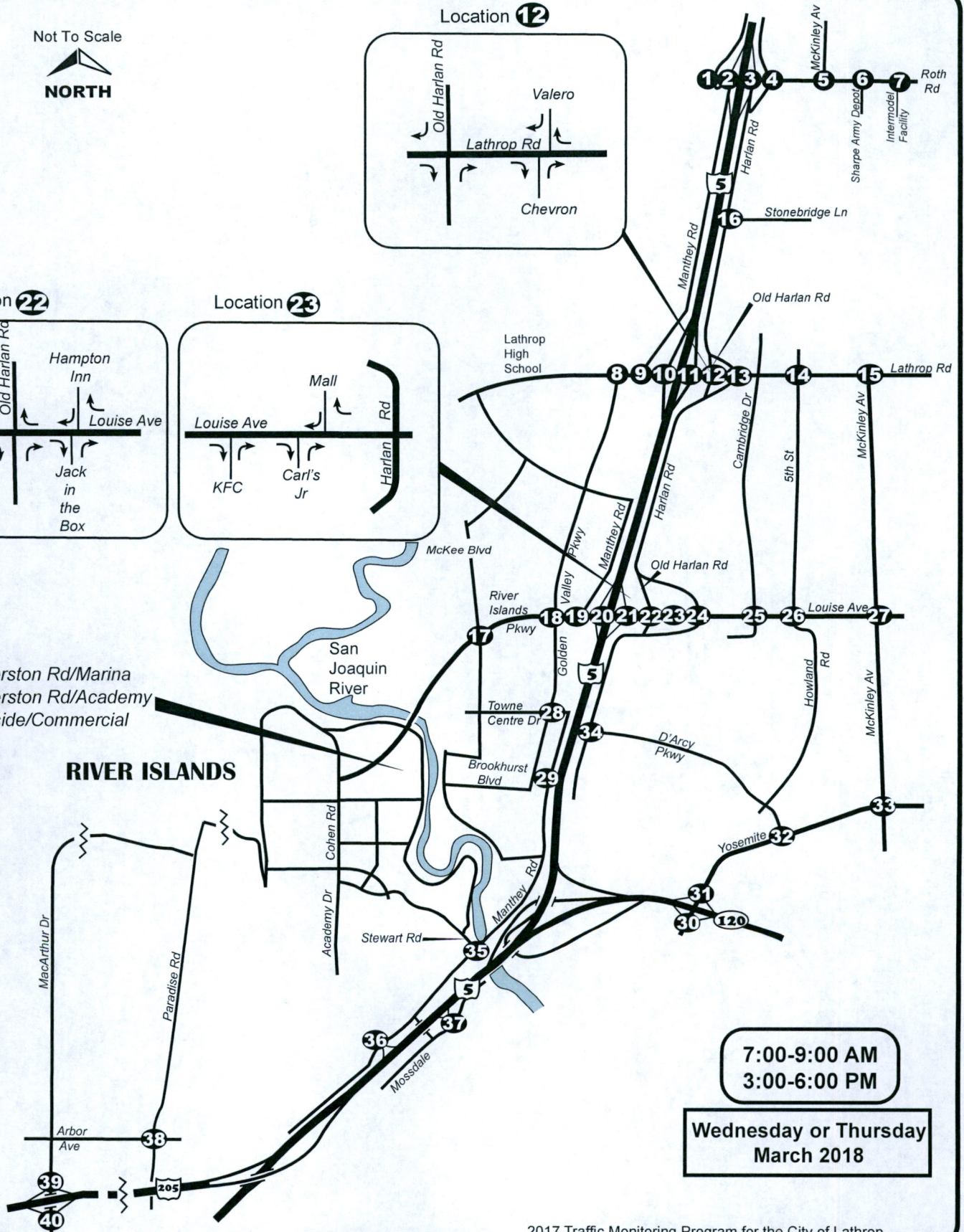


Location 23



- 41 Somerston Rd/Marina
- 42 Somerston Rd/Academy
- 43 Lakeside/Commercial

RIVER ISLANDS



2017 Traffic Monitoring Program for the City of Lathrop

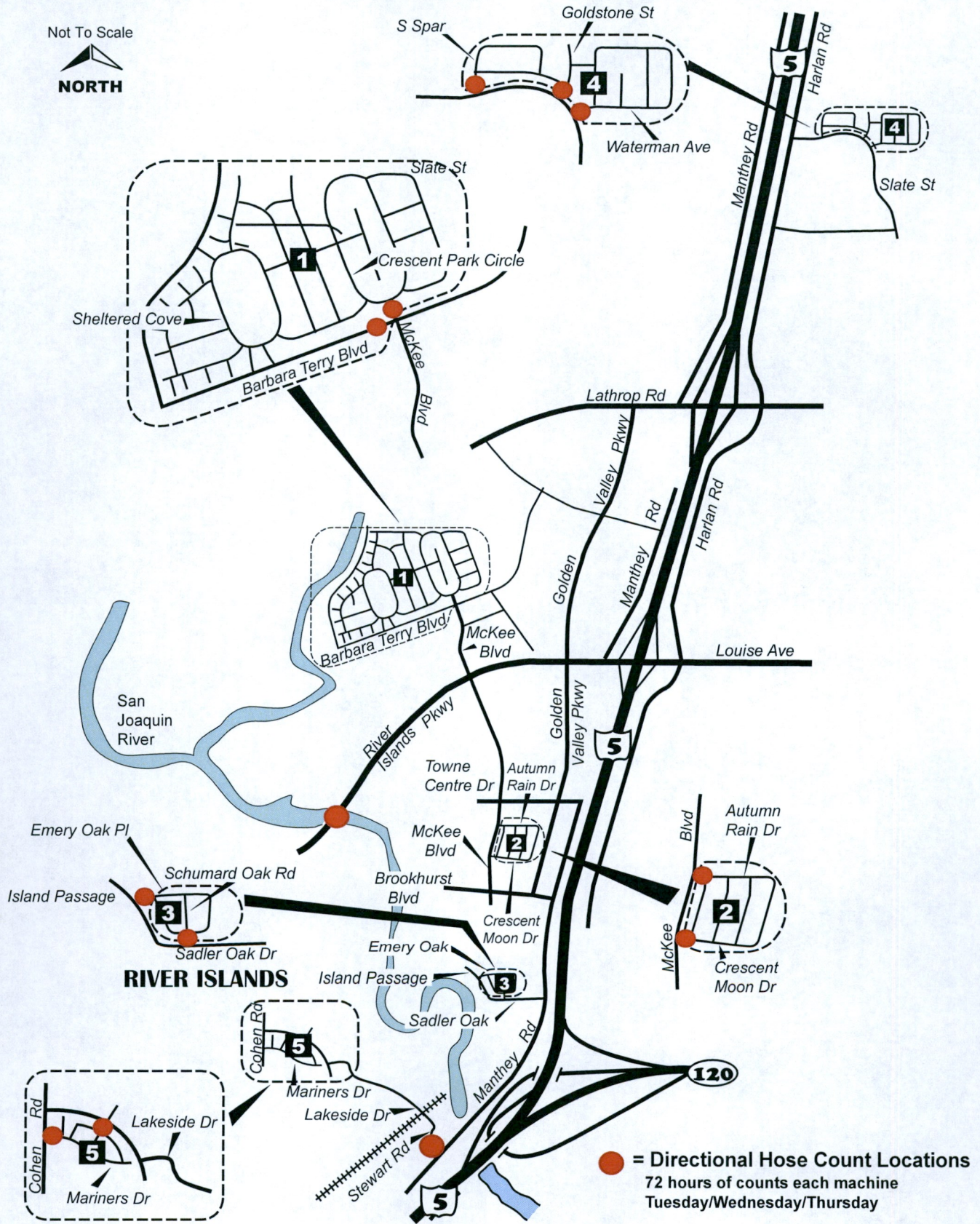


CRANE TRANSPORTATION GROUP

Figure 1

Lathrop AM & PM Peak Period Turn Movement Count Locations

Not To Scale



2017 Traffic Monitoring Program for the City of Lathrop

Figure 2

Lathrop 72 Hour Hose Count Locations

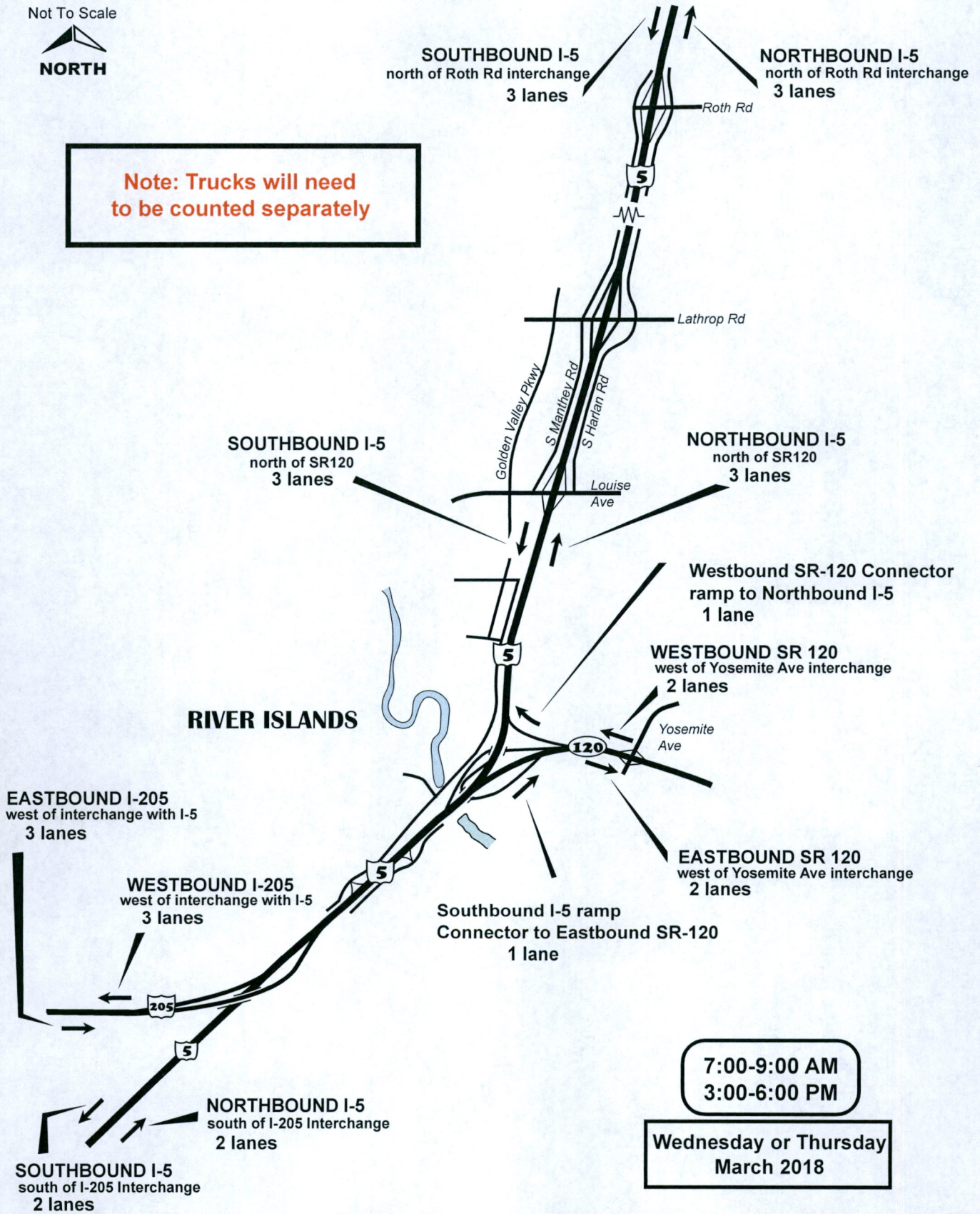


CRANE TRANSPORTATION GROUP

Not To Scale



Note: Trucks will need to be counted separately



7:00-9:00 AM
3:00-6:00 PM

Wednesday or Thursday
March 2018

2017 Traffic Monitoring Program for the City of Lathrop



CRANE TRANSPORTATION GROUP

Figure 3

Lathrop Freeway Count Locations

ATTACHMENT D

**CITY OF LATHROP
TASK ORDER NO. 2 PURSUANT TO
MASTER AGREEMENT WITH CRANE TRANSPORTATION
DATED JUNE 11, 2018 FOR TRAFFIC MONITORING AND ANALYSIS
SERVICES**

**YEAR 2018 CITYWIDE TRAFFIC MONITORING PROGRAM (TMP)
2- AND 4-YEAR HORIZON STUDY**

THIS TASK ORDER NO.2, dated for convenience this 11th day of June 2018, is by and made and entered into by and between Crane Transportation Group (“CONSULTANT”) and the CITY OF LATHROP, a California municipal corporation (“CITY”);

RECITALS:

WHEREAS, on June 11, 2018, CONSULTANT entered into a Master Agreement (“AGREEMENT”) with the CITY, by which the CONSULTANT has agreed to provide Specialized Traffic Analysis Services for the City of Lathrop. The City Council authorized the execution of the AGREEMENT and with CONSULTANT, pursuant to Resolution 18-_____.

WHEREAS, at the request of CITY, CONSULTANT submitted the scope of work and fee estimate to provide Year 2018 Citywide Traffic Monitoring Program Study Services as described in Task Order No.2 and fee estimate are attached hereto as Exhibit “A “ and incorporated herein by reference;

NOW, THEREFORE, CONSULTANT and the CITY agree as follows:

AGREEMENT

(1) Incorporation Of Master Agreement

This Task Order No.2 hereby incorporates by reference all terms and conditions set forth in the Master Agreement for Consulting Services for this project, unless specifically modified by this Task Order.

(2) Scope of Service

CONSULTANT agrees to provide Citywide Traffic Monitoring Program (TMP) Study for the Planning Department and has establish a scope of work and fee proposal provided in Exhibit “A”. CONSULTANT agrees to diligently perform these services in accordance with the utmost standards of its profession and to the CITY’S satisfaction.

(3) Time Of Performance

CONSULTANT shall commence performance and shall complete all required services no later than June 30, 2019.

(4) Independent Contractor Status

It is expressly understood and agreed by both parties that CONSULTANT, while engaged in carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and not an employee of the CITY.

As an independent contractor, CONSULTANT is responsible for controlling the means and methods to complete the scope of work described in Exhibit “A” to City’s satisfaction. CONSULTANT expressly warrants not to represent, at any time or in any manner, that CONSULTANT is an employee of the CITY.

(5) Compensation

CITY hereby agrees to pay CONSULTANT a sum not to exceed \$67,320 and has establish a scope of work and a budget as set forth in Exhibit “A” and payments will be issued incrementally. CONSULTANT shall be paid any uncontested sum due and payable within thirty (30) days of receipt of billings containing all information pursuant to Paragraph 5 of the Master Agreement. Compensation for any task must be equal to or less than the percentage of task complete. In no event shall CONSULTANT be entitled to compensation for work not included in Exhibit “A”, unless a written change order or authorization describing the extra work and payment terms has been executed by CITY’s authorized representative prior to the commencement of the work.

(6) Notice to Proceed

Prior to commencing work under this agreement, CONSULTANT shall receive a written “Notice to Proceed” from CITY. A Notice to Proceed shall not be issued until all necessary certificates of insurances have been received. City shall not be obligated to pay CONSULTANT for any services prior to issuance of the Notice to Proceed.

(7) Billings

CONSULTANT’S bills shall include a list of all tasks, a total amount due, the amounts previously billed, and the net amount due on the invoice. Except as specifically authorized by CITY, CONSULTANT shall not bill CITY for duplicate services performed by more than one person. In no event shall CONSULTANT submit any billing for an amount in excess of the rates or the maximum amount of compensation provided in section (2) for either task or for the entire Agreement, unless modified by a properly executed change order.

(8) Signatures

The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the CONSULTANT and the CITY. This agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

Approved as to Form: City of Lathrop
City Attorney

Salvador Navarrete Date

Recommended for Approval: City of Lathrop
Community Development Director

Rebecca Willis Date

Accepted By:
Reso No: City of Lathrop
390 Towne Centre Drive
Lathrop, CA 95330

Stephen J. Salvatore Date
City Manager

CONSULTANT:
Crane Transportation Group
2621 East Windrim Court
Elk Grove, CA 95758-7479
Fed ID # 19-5404405
Bus License # 20144

Mark D. Crane 6 June 2018
Signature Date

MARK CRANE PRESIDENT
(Print Name and title)

**LATHROP YEAR 2018
CITYWIDE TRAFFIC MONITORING PROGRAM (TMP)
2- & 4-YEAR HORIZON STUDY**

**SCOPE OF SERVICES
March 26, 2018**

I. PROJECT INITIATION

A meeting will be conducted with City of Lathrop staff to finalize monitoring locations for the Citywide traffic study. In addition, City staff will detail operational information required at each analysis location.

II. EXISTING CONDITIONS

A. Analysis Locations (see Figure 1). City staff has determined that the following intersections will be studied.

1. Roth Road/Manthey Road
2. Roth Road/I-5 SB Ramps
3. Roth Road/I-5 NB Ramps
4. Roth Road/Harlan Road
5. Roth Road/McKinley Avenue
6. Spartan Way/Golden Valley Parkway
7. Spartan Way/Manthey Road
8. Spartan Way/I-5 SB Ramps
9. Lathrop Road/I-5 NB Ramps
10. Lathrop Road/New Harlan Road
11. Lathrop Road/5th Street
12. Lathrop Road/McKinley Avenue
13. River Islands Parkway/McKee Blvd.
14. River Islands Parkway/Golden Valley Parkway
15. River Islands Parkway/I-5 SB Ramps
16. Louise Avenue/I-5 NB Ramps
17. Louise Avenue/New Harlan Road
18. Louise Avenue/5th Street-Howland Road
19. Louise Avenue/McKinley Avenue
20. Golden Valley Parkway/Towne Centre Drive
21. Manthey Road/Brookhurst Boulevard
22. Yosemite Avenue/SR 120 EB Ramps
23. Yosemite Avenue/SR 120 WB Ramps

24. Yosemite Avenue/D'Arcy Parkway
25. Yosemite Avenue/McKinley Avenue
26. Manthey Road/Stewart Road
27. Manthey Road/I-5 SB Ramps
28. Mossdale Road/I-5 NB Ramps
29. Somerston Road/Marina
30. Somerston Road/Academy
31. Lakeside/Commercial

- B. Traffic Counts.** Please see traffic count scope of services. This cost is not included in this scope.
- C. Operations Analysis.** The following existing conditions operations information will be determined at the analysis locations.
- Level of service using the Synchro software program – all locations
 - 95th percentile vehicle queuing using the Synchro software program – most intersections within or adjacent to freeway interchanges (locations 1, 2, 3, 4, 8, 9, 10, 15, 16, 17).

III. FUTURE CONDITIONS

- A. Analysis Horizon Years**
- 2020
 - 2022

B. Proposed/Planned Land Use Development

Lathrop City staff will provide detailed information regarding all development in the cities of Lathrop and Manteca as well as San Joaquin County that should be included in the traffic projections for the two future years. This will also include any expected changes in the number of students for the local schools. One land use scenario will be studied for each horizon year. City staff will obtain traffic studies from Manteca and San Joaquin County for projects in these two jurisdictions potentially contributing a significant amount of traffic to the Lathrop roadway system.

C. Planned Circulation System Improvements

Lathrop City staff will provide a list of any circulation system improvements to be considered in place for each horizon year. In particular, the City will need to decide if there will be a connection between River Islands and Paradise Road for one or both horizon years.

D. Future Project Trip Generation

Peak hour trip generation projections for all proposed land uses within Lathrop will be developed using trip rates from the Institute of Transportation Engineers (ITE) *Trip Generation Manual*, 10th Edition (2017). The exception will be new single family residential units within Lathrop, where trip rates may be developed from the subdivision traffic counts conducted for this study. Please note that the existing significant amount of construction worker traffic associated with the River Islands development will be assumed on the circulation system in 2020 and 2022.

Trip generation from all developments within Manteca and San Joaquin County will be obtained from studies conducted for these proposed developments. Lathrop City staff will be required to obtain copies of these studies. If no studies are available, trip generation projections will be developed using the most recent ITE trip generation rates.

E. Future Project Trip Distribution

Traffic from new development within Lathrop will be distributed to the local roadway network based upon distribution patterns from the existing counts.

Optional Item #1: Trip distribution patterns to/from Lathrop residential and employment areas will be determined using the City's traffic model or recent census data. The cost for obtaining this data is not included in the base scope.

Traffic from new development in Manteca or San Joaquin County without a traffic study will be distributed to the Lathrop street network based upon data from available studies in these jurisdictions.

F. Future Traffic Projections

- Year 2020 and 2022 AM and PM peak hour turn movement increments will be developed for each major development area in the City (Central Lathrop Specific Plan, Mossdale, River Islands, South Lathrop, remainder of City) as well as for City of Manteca and San Joaquin County development.
- Total volume increments will then be determined for each horizon year.

G. Future Operations Analysis

- Year 2020 AM and PM peak hour level of service will be determined at all analysis intersections, while 95th percentile queuing using Synchro software results will be determined at those select intersections listed in Scope item II-C. Peak hour signal warrant evaluation will also be conducted at all unsignalized intersections.

- Year 2022 AM and PM peak hour level of service will be determined at all analysis intersections, while 95th percentile queuing using Synchro software results will be determined at those select intersections listed in Scope item II-C. Peak hour signal warrant evaluation will also be conducted at all unsignalized intersections.

IV. SIGNIFICANT IMPACTS

- **Year 2020**
A determination will be made of all locations projected to experience unacceptable peak hour level of service or 95th percentile queuing. Unsignalized intersections with peak hour volumes above Warrant #3 criteria levels will also be listed. The percent contribution in net new traffic from all Specific Plan areas in the City will be determined at all locations with unacceptable operation.
- **Year 2022**
A determination will be made of all locations projected to experience unacceptable peak hour level of service or 95th percentile queuing. Unsignalized intersections with peak hour volumes above Warrant #3 criteria levels will also be listed. The percent contribution in net new traffic from all Specific Plan areas in the City will be determined at all locations with unacceptable operation.

V. MITIGATIONS

- **Year 2020**
Measures will be recommended to bring all unacceptable peak hour level of service or queuing back to acceptable operation. Measures will be discussed with City Public Works staff to assure that only mitigations are recommended that can realistically be constructed.
- **Year 2022**
Measures will be recommended to bring all unacceptable peak hour level of service or queuing back to acceptable operation. Measures will be discussed with City Public Works staff to assure that only mitigations are recommended that can realistically be constructed.

VI. MEETINGS

Three meetings will be conducted with City staff during the course of the project.

VII. REPORTS

- **Draft Report.** A draft report will be prepared and emailed to City staff for review.
- **Final Report.** A final report will be prepared after incorporation of all agreed-to changes with the City, and emailed to the City. Five hard copies of the final report will also be provided.
- **Technical Appendix.** Two disks will be provided to the City with all level of service/queuing worksheets. Alternatively, files can be emailed to the City.

VIII. PUBLIC HEARING ATTENDANCE

Attendance will be made by Mark Crane, P.E. at one public hearing. Please note I will be out of the country from September 16 to October 22, 2018. Another CTG principal could attend the meeting during this time period.

Optional Item #2: Roth Road Intersections at I-5 & Harlan Road operations analysis with alternative intersection control. AM and PM peak hour operating conditions (level of service, delay and 95th percentile queuing) will be determined at the Roth Road intersections with Harlan Road, I-5 Northbound Ramps and I-5 Southbound Ramps using Synchro software. Analysis will be conducted for one horizon year (Existing, 2020 or 2022) for three alternative signalization and stop sign control plans at the three intersections (as selected by City staff). A memo report will be prepared with the findings. One round of edits based upon comments from City staff is included in the scope as well as two hours principal time response to any comments by Caltrans.

Please note: All work products will be to a planning level of detail only, and not to a design level of detail.

**WHAT IS NOT INCLUDED IN THIS SCOPE
BUT COULD BE ADDED FOR ADDITIONAL COST
WITH WRITTEN AUTHORIZATION**

- Attendance at more than one public hearing.
- Evaluation of any additional locations not specified in the above scope.
- Traffic count costs – please see traffic count scope.
- Attendance at any additional meetings beyond those listed in the scope.
- Any trip generation/distribution analysis for major projects in Lathrop, Manteca or San Joaquin County that have not had a traffic impact report prepared.
- Optional Item #1 – using the City or County model for Lathrop project trip distribution projections.
- Optional Item #2 – Roth Road Intersections at I-5 & Harlan Road operations analysis with alternative intersection control.
- Responses to Caltrans, Manteca, San Joaquin County or public comments.
- I-5, SR 120 or SR 205 freeway mainline analysis or freeway ramp-mainline merge/diverge analysis.
- SIM traffic evaluation of vehicle queuing at freeway interchanges.
- Analysis of a different connection scenario between River Islands and Paradise Road than was evaluated in the base scope of services.

COST OF SERVICES & CONDITIONS OF PAYMENT

The above scope of services will be completed for a fee not to exceed \$67,320 (see **Table 1**). Any work beyond the above scope or attendance at any additional meetings will be billed on a time and materials basis (with prior approval) or will be subject to a contract addendum. Billing will be sent by CTG on a monthly basis with payment due to CTG within 30 days receipt of our billing. Any late payments to CTG will be subject to a .833% per month (10% annual) compound interest charge plus a late fee of \$35 per month (until the invoice is fully paid) and any administrative and legal charges required to collect the late payments. In addition, all work will stop if payments are in arrears. Cost estimates are good for a 30-day time period from the date on our proposal. If, for any reason, work on the project is stopped for longer than a three-month period, CTG reserves the right to increase its budget a minimum of 10 percent for associated administrative and refamiliarization costs with the restart of the project.

TIME OF SERVICES

A draft traffic study will be completed within 40 working days after receipt of signed authorization to proceed, conduct and receipt of all needed traffic counts and receipt of all needed information from Lathrop City staff. Time of completion estimates are good for a 14-day time period from the date on our proposal.

We thank you for the opportunity to submit this proposal and look forward to working with you on this project.

Sincerely,

Mark D. Crane, P.E.
Principal

Table 1

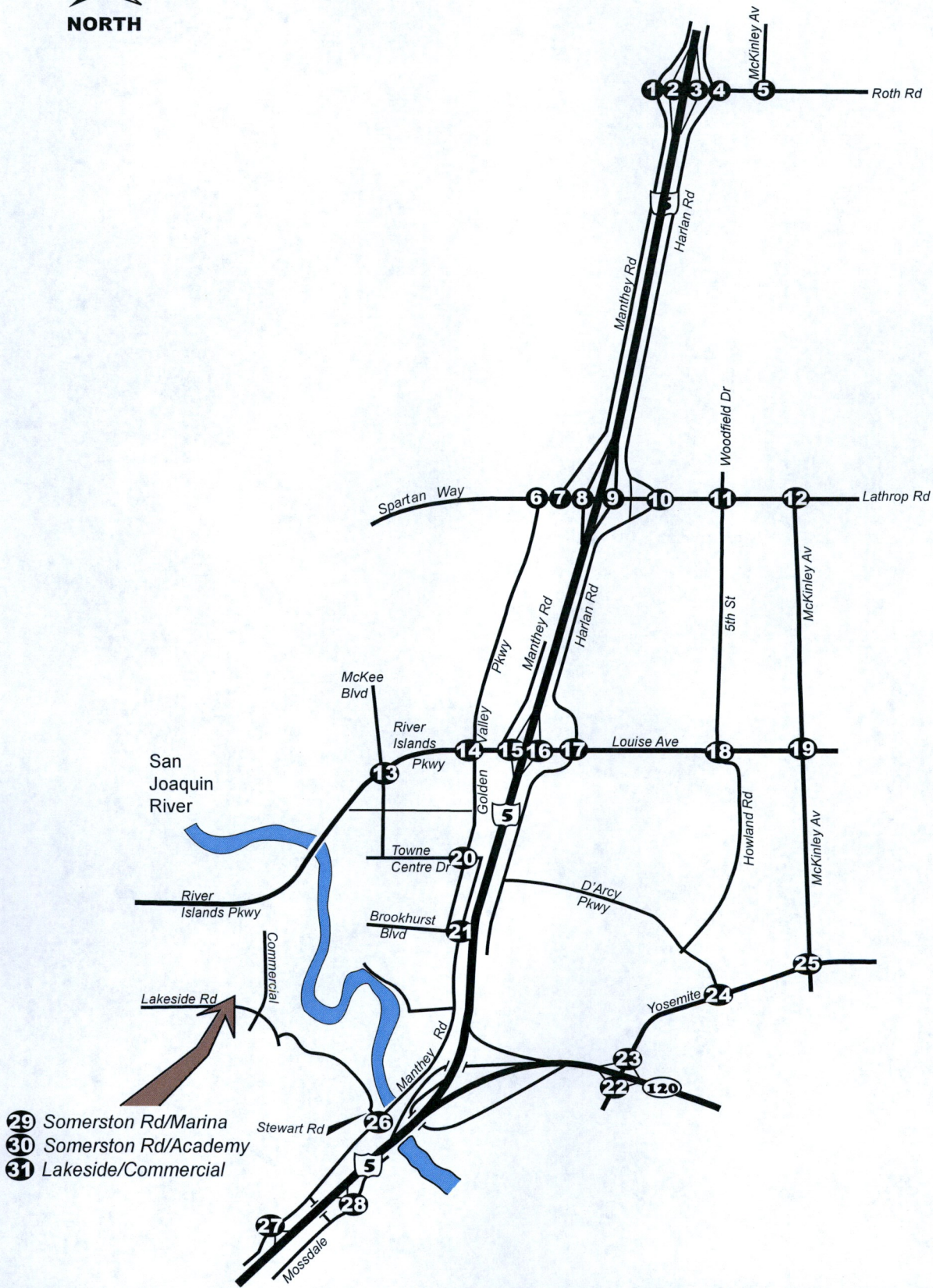
CRANE TRANSPORTATION GROUP

LATHROP YEAR 2018
CITYWIDE TRAFFIC MONITORING PROGRAM (TMP)
2- & 4-YEAR HORIZON STUDY

COST ALLOCATION BY TASK

TASK	DESCRIPTION	COST
1	Startup meeting & field review of all locations to be evaluated during peak traffic periods	\$2,810
2	Existing AM/PM peak hour levels of service – 31 intersections	\$5,560
3	Existing 95th percentile queuing at interchanges	\$1,400
4	Existing signal warrant evaluation	\$540
5	Assist City in developing 2- & 4-year horizon land use data for Lathrop, Manteca & San Joaquin County	\$1,980
6	Trip generation/distribution projections – 2-year horizon land use increment	\$8,950
7	Trip generation/distribution projections – 4-year horizon land use increment	\$8,950
8	Year 2020 AM/PM intersection level of service (LOS)	\$4,880
9	Year 2020 AM/PM 95th percentile queuing at interchanges	\$1,780
10	Year 2020 AM/PM signal warrant evaluation	\$540
11	Year 2022 AM/PM intersection level of service (LOS)	\$5,040
12	Year 2022 AM/PM 95th percentile queuing at interchanges	\$2,160
13	Year 2022 AM/PM signal warrant evaluation	\$540
14	Year 2020 – Identify unacceptable intersection operation (LOS/queue/signal need)	\$1,010
15	Year 2022 – Identify unacceptable intersection operation (LOS/queue/signal need)	\$1,170
16	Determine year 2020 required improvements	\$2,570
17	Determine year 2022 required improvements	\$3,200
18	Prepare draft report (text/graphics/tables)	\$8,400
19	Prepare final report	\$2,100
20	Prepare technical appendix	\$860
21	Attend 2 additional meetings with City staff	\$1,910
22	Attend 1 public hearing.	\$950
	TOTAL COST	\$67,320
	Optional Item #1: Trip distribution patterns using City model	TBD
	Optional Item #2: Roth Road intersections alternative control operations analysis	\$13,000

Not To Scale



2018 Traffic Monitoring Program for the City of Lathrop



CRANE TRANSPORTATION GROUP

Figure 1
AM & PM Peak Hour
Traffic Analysis Locations