



June 30, 2023

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Mr. Remon Habib, PE
City Engineer
CITY OF LAKE ELSINORE
130 South Main Street
Lake Elsinore, CA 92530

RE: Proposal to Provide On-Call Traffic Engineering Services for Fiscal Year 2023-24

Dear Remon:

Albert A. Webb Associates (WEBB) processed the task order for on-call traffic engineering services for fiscal years 2021-2022 and 2022-2023 previously. WEBB is now submitting this proposal to provide on-call traffic engineering services for July through June of the fiscal year 2023-2024.

Exhibit "A" contains our proposed scope of services. Exhibit "B" contains a summary of our fee proposal for services described in Exhibit "A". We appreciate the opportunity to be of service and look forward to hearing from you. In the meantime, if you have any questions or require additional information, please call me at (951) 830-4305.

Sincerely,
Albert A. Webb Associates

A handwritten signature in blue ink that reads "Dilesh R. Sheth".

Dilesh R. Sheth, P.E./T.E.
Senior Vice President

Attachments: Exhibit "A" – Scope of Services
Exhibit "B" – Personnel and Compensation for Scope of Services



Exhibit “A” – Scope of Work

Task A – On-call Traffic Engineering Services

WEBB will provide on-call consultant traffic engineering scope of services as follows:

1. Receive citizens' requests regarding traffic issues.
2. Process service requests including field reviews, research, analysis, and correspondence with requestors.
3. Respond to public requests for information regarding projects and attend community outreach meetings as required.
4. Field review traffic circulation around schools. Perform analysis and provide recommendations.
5. Analyze intersections and roadway segments as needed for multi-way stop warrants, traffic signal warrants, and traffic calming. Coordinate with a traffic count subconsultant for count data.
6. Prepare agenda items regarding traffic safety for the Public Safety Advisory Commission (PSAC) meetings. Attend PSAC meetings as needed.
7. Attend staff meetings and provide updates to the City Manager and City Engineer as needed.
8. Present reports and provide recommendations to Planning Commission and City Council as needed.
9. Provide coordination with the County of Riverside, RCTC, WRCOG, Caltrans, adjacent Cities, and law enforcement agencies.
10. Develop traffic standards for signal equipment and signing & striping to promote consistency and uniformity citywide.
11. Review/design traffic control plans for special events.
12. Oversee traffic operation (signal operation and maintenance, signing & striping, and markings).
13. Coordinate with the County of Riverside signal maintenance staff and on-call signal operations staff to address any signal or timing issues.
14. Review all long corridors for possible signal coordination and missing interconnect.
15. Review traffic impact studies and assist in the preparation of conditions of approval for development projects.
16. Prepare and/or review fair share obligations for the development projects.
17. Attend Planning Commissions and City Council Meetings for Development Projects

as needed.

18. Review traffic control plans for work within the City right of way and provide assistance with the Encroachment Permit process.
19. Review traffic signal and signing & striping plans to ensure conformance with city, state, federal, and other applicable standards and requirements.
20. Work with Riverside County and on-call signal maintenance technicians for traffic signal and traffic signal system timing plans.
21. Prepare traffic signal design, signal timing sheets, coordination of signal timing, and traffic signal operation troubleshooting.
22. Provide construction support services on City Projects as needed.
23. Coordinate with Caltrans and the County of Riverside for Central Avenue interchange coordination and improvements.
24. Research neighborhood traffic calming measures for potential implementation.
25. Create and maintain an equipment inventory log for all existing traffic signals.

Task B – On-call Engineering Services for Grant Applications

WEBB will provide on-call consultant engineering scope of services as follows:

1. Research grant opportunities available to the city. Apply for HSIP and other grants when available.
2. Research possible grants for other systemic improvements for pedestrian heads, APS push buttons, signal improvements, and other safety improvements.
3. Assist in preparing Caltrans forms and other necessary documentation for grant receipt requirements.

Exhibit “B” – Personnel and Compensation

Services described in our Scope of Services (Exhibit “A”) shall be provided on a time and material basis as shown below:

Task A – On-call Traffic Engineering Services

Name	Role and Responsibility	Professional Qualifications	Total Hours for 12 Months (52 Weeks)	Billout Rate/Hour	Total Amount
Nicholas Lowe	Senior Engineer/City Traffic Engineer	Registered Civil Engineer	320	\$275	\$ 88,000.00
Intersection/Roadway Counts			15	\$530	\$ 7,950.00

Task A – On-call Traffic Engineering Services: \$ 95,950.00

Task B – On-call Engineering Services for Grant Applications (2 Applications)

Name	Role and Responsibility	Professional Qualifications	Estimated Total Hours for 2 Applications	Billout Rate/Hour	Total Amount
Nicholas Lowe	Senior Engineer/City Traffic Engineer	Registered Civil Engineer	32	\$275	\$ 8,800.00
Ingrid Tjahyadi	Associate Engineer		80	\$195	\$ 15,600.00
Sara Sadeghi	Transportation Planner	Professional Transportation Planner	144	\$195	\$ 28,080.00

Task B – On-call Engineering Services for Grant Applications: \$ 52,480.00

Total of Task A and Task B = \$148,430.00