AGREEMENT FOR SERVICES

This Agreement is made and entered into this 19th day of July, 2021, by and between **THE CITY OF LA HABRA**, (hereinafter referred to as the **"CITY"),** and **ADVANTEC CONSULTING ENGINEERS, INC.**, (hereinafter referred to as the **"CONSULTANT").**

RECITALS

WHEREAS, **CITY** requires professional traffic and transportation engineering services; and,

WHEREAS, the **CONSULTANT** represents that it is qualified and experienced to provide such services; and

NOW, THEREFORE, for and in consideration of the mutual promises, covenants and conditions herein contained, **CITY** and **CONSULTANT** hereby agree as follows:

ARTICLE I
SCOPE OF SERVICES; TERM

1.1 General Scope of Services.

A. **CITY** hereby engages **CONSULTANT**, and **CONSULTANT** hereby accepts such engagement, to perform the various services set forth in Attachment "A" (the documents contained in Attachment "A" shall be hereinafter referred to as the "Scope of Work").

B. All professional services to be provided by **CONSULTANT** pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence, and skill ordinarily exercised by professional consultants in similar circumstances in accordance with sound professional practices.

C. Warranty: **CONSULTANT** warrants that it shall perform the professional services required by this Agreement in compliance with the federal and California laws related to minimum hours and wages, including but not limited to, 40 U.S.C.A. §§ 3141, et seq., California Labor Code, §§ 1171, et seq. and California Labor Code, §§ 6300, et seq.; fair employment practices, including but not limited to, 29 U.S.C. 651, et seq.; and fair employment, including but not limited to, 29 U.S.C. 201, et seq., The California Fair Employment and Housing Act California Government Code, §§ 12900, et seq., Title VI of the Civil Rights Act of 1964, as amended, 49 CFR 21 through

appendix H and 23 CFR 710.405 (b); and all other federal, state and local laws and ordinances applicable to the work required under this Agreement.

D. Non-exclusive Agreement. **CONSULTANT** acknowledges that CITY may enter into agreements similar to this Agreement with other consultants.

1.2 Term.

The term of this Agreement shall begin on July 19, 2021 and continue until completion of the work and its final acceptance by the **CITY**; or, until such time as it is terminated pursuant to the provisions in Article V of this Agreement.

ARTICLE II
RESPONSIBILITIES OF CONSULTANT

2.1 Control and Payment of Subordinates.

CITY retains **CONSULTANT** as an independent contractor and not an employee of **CITY**. All personnel to be utilized by **CONSULTANT** in the performance of this Agreement shall at all times be under **CONSULTANT'S** exclusive direction and control. **CONSULTANT** shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of services under this Agreement and as required by law. **CONSULTANT** shall be responsible for all reports and obligations with respect to such personnel, including, but not limited to social security taxes, income tax withholding, unemployment insurance, and workers' compensation insurance.

2.2 Conformance to Applicable Requirements.

All services provided by **CONSULTANT** shall be subject to the approval of the **CITY**.

2.3 Standard of Care; Licenses.

All professional services to be provided by **CONSULTANT** pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional consultants in similar circumstances in accordance with sound professional practices. **CONSULTANT** represents and warrants to **CITY** that it has all licenses, permits, qualifications and approvals that are legally required to practice its profession and to provide the services hereunder. **CONSULTANT** further represents and warrants that it shall keep in effect all such licenses, permit, and other approvals during the term of this Agreement.

2.4 Project Representatives.

The City Manager or his designee shall be the Project Representative of **CITY** for purposes of this Agreement and may issue all consents, approvals, directives and agreement on behalf of **CITY**, called for by this Agreement except as otherwise expressly provided in this Agreement. Project representative shall coordinate all phases of this project and shall be available to **CITY** at all reasonable times.

2.5 Accounting Records.

CONSULTANT shall maintain complete and accurate records with respect to costs and expenses incurred in the performance of this Agreement. All such records shall be clearly identifiable as being associated with this Agreement. **CONSULTANT** shall allow an authorized representative of **CITY**, during normal business hours, to examine, audit, and make transcripts of copies of such records. **CONSULTANT** shall allow **CITY** to inspect all work, data, documents, proceedings, and activities related to this Agreement for a period of three (3) years from the date of final payment (or completion of work) under this Agreement.

ARTICLE III
COMPENSATION

3.1 Compensation.

Except as provided in this section, **CONSULTANT** shall receive compensation for all Services rendered under this Agreement at the rates set forth in the Schedule of Hourly Billing Rates attached hereto as Exhibit “B”, and incorporated herein by reference. Total compensation shall not exceed **$25,000.00**, without written approval of **CITY’S** Project Representative. **CONSULTANT** shall not receive compensation for any services provided outside the Scope of Work unless such additional services (hereinafter “Extra Work”) are approved in writing by **CITY** or its appointed representative prior to **CONSULTANT** performing the “Extra Work”.

3.2 Payment of Compensation.

CONSULTANT shall provide **CITY** an itemized monthly statement which indicates work completed, hours of service rendered and units of supplies provided to the Project by **CONSULTANT,** from July 19, 2021, or the start of the subsequent billing periods, as appropriate, through the date of the statement. **CITY** shall make any payment due within forty-five (45) days after approval of the invoice by **CITY**.

3.3 Extra Work.

At any time during the term of this Agreement, **CITY** may request that **CONSULTANT** perform Extra Work. As used herein, "Extra Work" means any work which is determined by **CITY** to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. **CONSULTANT** shall not perform Extra Work until receiving prior written authorization from **CITY'S** Project Representative. It is specifically understood and agreed that oral requests and/or approvals of "Extra Work" shall be barred and are unenforceable.

3.4 Amendment of Scope of Work.

CITY shall have the right to amend the Scope of Work within the Agreement by written notification to the **CONSULTANT**. In such event, the compensation and time of performance shall be subject to renegotiation upon written demand of either party to the Agreement. Failure of **CONSULTANT** to secure **CITY'S** written authorization for "Extra Work" or changed work shall constitute a waiver of any and all right to adjustment in the contract price or time due, whether by way of compensation, restitution, quantum meruit, etc. for work done without the appropriate **CITY** authorization.

3.5 Reimbursement for Expenses

CONSULTANT shall not be reimbursed for any expenses unless prior written authorization is obtained from **CITY**.

ARTICLE IV
INSURANCE

4.1 Insurance Requirements.

The **CITY** reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances. If the existing policies do not meet the Insurance Requirements set forth herein, **CONSULTANT** agrees to amend, supplement or endorse the policies to do so.

Without limiting the indemnity provisions of the Contract, the **CONSULTANT** shall procure and maintain in full force and effect during the term of the Contract, the following policies of insurance.

4.2 Minimum Scope of Insurance.

(a) **Commercial General Liability (CGL)** which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 00 01, including products and completed operations, property damage, bodily injury, and personal & advertising injury with limits no less than $1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

(b) **Automobile Liability Insurance** with coverage at least as broad as Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1) with limit no less than $1,000,000 each accident for bodily injury and property damage.

(c) **Workers' Compensation** as required by the State of California with statutory limits, and Employer's Liability Insurance with a limit of not less than $1,000,000 per accident for bodily injury or disease.

(d) **Professional Liability** with limit of not less than $1,000,000 each claim and $1,000,000 aggregate. Covered Professional Services shall specifically include all work to be performed under the contract and delete any exclusion that may potentially affect the work to be performed.

If the **CONSULTANT** maintains broader coverage and/or higher limits than the minimums shown above, the **CITY** requires and shall be entitled to the broader coverage and/or higher limits maintained by the **CONSULTANT**.

4.3 Endorsements.

Insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the **CITY** for approval. The insurance policies shall contain or be endorsed to contain, the following provisions:

(a) Commercial General Liability

(1) **Additional Insured:** The City, its elected officials, officers, employees, volunteers, boards, agents and representatives shall be additional insureds with regard to liability and defense of suits or claims arising out of the work or operations performed by or on behalf of the Consultant including materials, parts

or equipment furnished in connection with such work or operations.

Additional Insured Endorsements shall not:

1. Be limited to “Ongoing Operations”
2. Exclude “Contractual Liability”
3. Restrict coverage to the “Sole” liability of contractor
4. Exclude “Third-Party-Over Actions”
5. Contain any other exclusion contrary to the Contract

Additional Insured Endorsements shall be at least as broad as ISO Form(s) CG 20 10 11 85; or CG 2010 and CG 20 37.

(2) **Primary Insurance:** This insurance shall be primary and any other insurance whether primary, excess, umbrella or contingent insurance, including deductible, or self-insurance available to the insureds added by endorsement shall be in excess of and shall not contribute with this insurance. Coverage shall be at least as broad as ISO CG 20 01 04 13.

(b) Auto Liability

(1) **Additional Insured:** The City, its elected officials, officers, employees, volunteers, boards, agents and representatives shall be additional insureds with regard to liability and defense of suits or claims arising out of the work or operations performed by or on behalf of the Consultant

(2) **Primary Insurance**: This insurance shall be primary and any other insurance whether primary, excess, umbrella or contingent insurance, including deductible, or self-insurance available to the insureds added by endorsement shall be in excess of and shall not contribute with this insurance.

(c) Workers’ Compensation

(1) **Waiver of Subrogation:** A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.

4.4 Insurance Obligations of Consultant.

The Insurance obligations under this agreement shall be: (1) all the Insurance coverage and/or limits carried by or available to the **CONSULTANT**; or (2) the minimum Insurance coverage requirements and/or limits shown in this agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to the **CITY**. No representation is made that the minimum Insurance requirements of this agreement are sufficient to cover the obligations of the **CONSULTANT** under this agreement.

4.5 Notice of Cancellation.

Required insurance policies shall not be cancelled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the **CITY** except ten (10) days shall be allowed for non-payment of premium.

4.6 Waiver of Subrogation.

Required insurance coverages shall not prohibit **CONSULTANT** from waiving the right of subrogation prior to a loss. **CONSULTANT** shall waive all rights of subrogation against the indemnified parties and Policies shall contain or be endorsed to contain such a provision. This provision applies regardless of whether the **CITY** has received a waiver of subrogation endorsement from the insurer.

4.7 Evidence of Insurance.

All policies, endorsements, certificates, and/or binders shall be subject to approval by the **CITY** as to form and content. These requirements are subject to amendment or waiver only if so approved in writing by the **CITY**. The **CITY** reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15 days) prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the **CITY**. If such coverage is cancelled or reduced, **CONSULTANT** shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the **CITY** evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

4.8 Deductible or Self-Insured Retention.

Any deductible or self-insured retention must be approved in writing by the **CITY** and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention. The **CITY** may require the **CONSULTANT** to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration and defense expenses within the retention.

4.9 Contractual Liability.

The coverage provided shall apply to the obligations assumed by the **CONSULTANT** under the indemnity provisions of this contract.

4.10 Failure to Maintain Coverage.

CONSULTANT agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to the **CITY**. The **CITY** shall have the right to withhold any payment due until **CONSULTANT** has fully complied with the insurance provisions of this Contract.

In the event that the **CONSULTANT'S** operations are suspended for failure to maintain required insurance coverage, the **CONSULTANT** shall not be entitled to an extension of time for completion of the Work because of production lost during suspension.

4.11 Acceptability of Insurers.

Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law. Any other rating must be approved in writing by the **CITY**.

4.12 Claims Made Policies.

If coverage is written on a claims-made basis, the retroactive date on such insurance and all subsequent insurance shall coincide or precede the effective date of the initial **CONSULTANT'S** Contract with the **CITY** and continuous coverage shall be maintained or an extended reporting period shall be exercised for a period of at least five (5) years from termination or expiration of this Contract.

4.13 Insurance for Subcontractors.

CONSULTANT shall be responsible for causing Subcontractors to purchase the same types and limits of insurance in compliance with the terms of this Contract/Agreement, including adding the **CITY** as an Additional Insured, providing Primary and Non-Contributory coverage and Waiver of Subrogation to the Subcontractor's policies. The Commercial General Liability Additional Insured Endorsement shall be on a form at least as broad as CG 20 38 04 13.

4.14 Additional Insurance.

Further, **CONSULTANT** shall obtain any additional kinds and amounts of insurance which, in its own judgment, may be necessary for the proper protection of any of its officers', employees', or authorized sub-consultants' own actions during the performance of this Agreement.

ARTICLE V
TERMINATION AND INDEMNIFICATION

5.1 Notice of Termination.

CITY may terminate the whole or any part of this Agreement at any time and without cause by giving seven (7) days written notice to **CONSULTANT** of such termination, and specifying the effective date thereof. **CONSULTANT** shall discontinue all services affected by such termination within seven (7) days of receipt of such notice, unless otherwise instructed by **CITY** in writing. **CONSULTANT** shall not terminate this Agreement except for cause.

5.2 Termination Without Cause.

If **CITY** terminates this Agreement without cause, **CONSULTANT** shall be paid for services performed through the date of termination, upon receipt of written documentation of said services by **CITY**. Such payment shall include a pro-rated amount of profit, if applicable, but no amount shall be paid for anticipated profit on unperformed services.

5.3 Termination for Cause.

Should **CONSULTANT** default in the performance of any covenance, condition, or agreement contained in this Agreement and the default is not cured within thirty (30) days after written notice of the default is served on **CONSULTANT** by **CITY** then **CITY,** in addition to any other remedies at law or equity**,** may terminate this Agreement**. CONSULTANT** shall be compensated for services which have been completed and accepted by CITY. **CONSULTANT** shall be liable to **CITY** for any reasonable additional costs incurred to correct or

cure unsatisfactory work performed by **CONSULTANT** which, at **CITY'S** discretion, must be revised, in part or in whole, to complete the Project.

5.4 Procurement of Similar Services.

In the event this Agreement is terminated as provided by this Article, with or without cause, in whole or in part, **CITY** may procure, any and all services as may be necessary to complete the Project.

5.5 Work Product.

In the event of termination of this Agreement, all finished or unfinished design, development and construction documents, data studies, drawings, maps and reports prepared by **CONSULTANT** shall be delivered to the **CITY** within seven (7) days of **CONSULTANT**'s receipt of termination notice, and at no additional cost to **CITY**. Any use of uncompleted documents without specific written authorization from **CONSULTANT** shall be at **CITY**'s sole risk and without liability or legal expense to **CONSULTANT**.

5.6 Indemnification and Hold Harmless.

Notwithstanding the existence of insurance coverage required of **CONSULTANT** pursuant to this contract, **CONSULTANT** shall save, keep defend, indemnify, hold free and harmless **CITY**, its officers, officials, employees, agents and volunteers from and against any and all damages to property or injuries to or death of any person or persons, and shall defend, indemnify, save and hold harmless **CITY**, its officers, officials, employees, agents and volunteers from any and all claims, demands, suits, actions or proceedings of any kind or nature, including, but not by way of limitation, all civil claims, workers' compensation claims, and all other claims resulting from or arising out of the acts, errors or omissions of **CONSULTANT,** its employees and/or authorized sub-consultants, whether intentional or negligent, in the performance of this Agreement.

ARTICLE VI
GENERAL PROVISIONS

6.1 Notices.

All notices and written communications sent by one party to the other shall be personally delivered or sent by registered or certified U.S. Mail postage prepaid, return receipt requested to the following addresses indicated below:

IF TO CITY: CITY MANAGER
CITY OF LA HABRA
P.O. Box 337
La Habra, Ca. 90633

TO CONSULTANT: CARLOS ORTIZ, PE, TE, PTOE,
CHIEF OPERATING OFFICER
ADVANTEC CONSULTING ENGINEERS, INC.
1200 Roosevelt
Irvine, Ca. 92620

The effective date of any notice or written communications sent by one party to the other shall be the date received if by personal service, or 48 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark.

6.2 Entire Agreement.

This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings, or agreement whether verbal or written, concerning the same subject matter. This Agreement may be modified only by a writing signed by both parties.

6.3 Successors and Assigns.

This Agreement shall be binding on the successors and assigns of the parties. This Agreement may not be sold, transferred or assigned by either party, or by operation of law, to any other person or persons or business entity, without the other party's written permission. Any such sale, transfer or assignment, or attempted sale, transfer or assignment without written permission, may be deemed by the other party to constitute a voluntary termination of this Agreement and this Agreement shall thereafter be deemed terminated and void.

6.4 Subcontracts.

CONSULTANT shall not subcontract any portion of the work required by this Agreement without prior written approval of **CITY**. All approved subcontracts, if any, shall be accomplished by a written instrument. Such instrument shall contain an expressed assumption by the subcontractor of all conditions and terms and covenants contained in this Agreement.

6.5 Equal Opportunity Employment.

CONSULTANT represents that it is an equal opportunity employer and shall not discriminate either directly or indirectly against an employee or applicant

for employment with **CONSULTANT** on the basis of race, color, religion, national origin, ancestry, sexual preference, sex or age. **CONSULTANT** shall also take affirmative steps to ensure that applicants are employed and employees are treated during employment without regard to race, color, religion, national origin, ancestry, sexual preference, sex, age, or other prohibited grounds.

6.6 Attorney's Fees.

If either party commences a legal action against the other party arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover reasonable attorney's fees and costs of suits.

6.7 Governing Law.

This Agreement shall be governed by and construed with the laws of the State of California. Any Action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in the County of Orange.

6.8 Time of Essence.

Time is of the essence for each and every provision of this Agreement.

6.9 Right to Employ Other Consultants.

CITY reserves the right to employ other consultants in connection with this Project.

6.10 Covenant Against Contingent Fees.

CONSULTANT warrants that he/she/it has not employed or retained any company or person, other than a bona fide employee working with **CONSULTANT,** to solicit or secure this Agreement, and that he/she/it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, **CITY** shall have the right to annul this Agreement without liability or, in its discretion to deduct from **CONSULTANT'S** compensation provided under this Agreement, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

6.11 Conflict of Interest.

CONSULTANT covenants that he/she/it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any

manner or degree with the performance of its Services hereunder. **CONSULTANT** further covenants that in the performance of this Agreement, no person having any such conflict of interest shall be employed by **CONSULTANT**.

6.12 Statement of Economic Interest.

If **CITY** determines **CONSULTANT** comes within the definition of **CONSULTANT** under the Political Reform Act (Government Code §87100 et. seq.), **CONSULTANT** shall complete and file and shall require any other person doing work under this Agreement, to complete and file a "Statement of Economic Interest" with the City Clerk of the **CITY** disclosing **CONSULTANT** and/or such other person's financial interests.

6.13 No Waiver of Breach; Time.

No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought referring expressly to this Paragraph. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

6.14 Third Party Beneficiaries.

Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.

6.15 Taxes.

CONSULTANT agrees to file tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement and shall be solely liable and responsible to pay such taxes and other obligations, including, but not limited to, state and federal income and FICA taxes. **CONSULTANT** agrees to indemnify and hold **CITY** harmless from any liability which it may incur to the United States or to the State of California as a consequence of **CONSULTANT'S** failure to pay, when due, all such taxes and obligations.

6.16 Compliance With Law.

CONSULTANT shall comply with applicable federal, state and local laws, rules and regulations affecting the **CONSULTANT** and his/her/its work hereunder.

6.17 Title to Documents.

Title to all plans, specifications, maps, estimates, reports, manuscripts, drawings, descriptions and other final work products compiled by **CONSULTANT** under the Agreement shall be vested in **CITY**, none of which shall be used in any manner whatsoever, by any person, firm, corporation, or agency without the expressed written consent of **CITY**. Basic survey notes and sketches, charts, computations, and other data prepared or obtained under the Agreement shall be made available, upon request, to **CITY** without restriction or limitations on their use. **CONSULTANT** may retain copies of the above described information but agrees not to disclose or discuss any information gathered, discussed or generated in any way through this Agreement without the written permission of **CITY** during the term of this Agreement or until ninety (90) days after receipt of final payment from **CITY**.

6.18 Validity.

The validity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provisions of this Agreement.

6.19 Headings.

Section and subsection headings are not to be considered part of this Agreement, are included solely for convenience, and are not intended to modify or explain or to be a full or accurate description of the content thereof.

6.20 Counterparts.

This Agreement may be executed in one or more counterparts by the parties hereto. All counterparts shall be construed together and shall constitute one agreement.

6.21 Corporate Authority.

The persons executing this Agreement on behalf of the Parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said Parties and that by doing so, the Parties hereto are formally bound to the provision of this Agreement.

6.22 Confidentiality.

All findings, reports, information and exhibits prepared or assembled by **CONSULTANT** in connection with the performance of its professional services pursuant to this Agreement are confidential and **CONSULTANT** agrees that they shall not be made available to any individual or organization without the prior

consent of **CITY**. All findings, reports, information and exhibits shall become the property of **CITY**.

6.23 Responsibility for Errors.

CONSULTANT shall be responsible for its own work and results under this Agreement, and shall not be responsible for any work by **CITY** performed prior to the date of this Agreement or for any other acts or omissions directly attributable to **CITY**. **CONSULTANT**, when requested, shall furnish clarification and/or explanation as may be required by **CITY** regarding any services rendered under this Agreement at no additional cost to **CITY**. In the event that an error or omission attributable to **CONSULTANT** occurs, then **CONSULTANT** shall, at no cost to **CITY**, provide all necessary design drawings, estimates and other **CONSULTANT** professional services, as authorized by this Agreement necessary to rectify and correct the matter to the sole satisfaction of **CITY** and to participate in any meeting required with regard to the correction.

6.24 Independent Contractor.

The parties hereto acknowledge and agree that the relationship between **CITY** and **CONSULTANT** is one of principal and independent contractor and no other. Nothing contained in this Agreement shall create or be construed as creating a partnership, a joint venture, employment relations, or any other relationship except as set forth between the parties. The parties specifically acknowledge and agree that **CONSULTANT** is not a partner with **CITY**, whether general or limited, and no activities of **CITY** or **CONSULTANT** or statements made by **CITY** or **CONSULTANT** shall be interpreted by any of the parties hereto as establishing any type of business relationship other than an independent contractor relationship.

NOTE: In the event the **CONSULTANT'S** personal services are required, the following shall apply:

This Agreement is made on the express condition and understanding that _____'s personal services are a substantial inducement to **CITY** for entering into this Agreement. If for any reason _____ should no longer be the responsible manager for **CONSULTANT,** this Agreement shall be subject to immediate termination on written notice from **CITY.**

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the date and year first above written.

CITY OF LA HABRA:

_____
Jim Sadro, City Manager

APPROVED AS TO FORM:

_____
Richard D. Jones, City Attorney

ATTEST:

_____
Laurie Swindell, MMC, City Clerk

COUNTER SIGNED:

_____
Carlos Ortiz, Chief Operating Officer

EXHIBIT “A”
SCOPE OF WORK AND SCHEDULE OF PERFORMANCE

Proposal for:

City of La Habra

Traffic and Transportation Engineering Services
FY 2021/2022 – FY 2026/2027

Date: May 27, 2021

Submitted by:

ADVANTEC
CONSULTING ENGINEERS, Inc.

ADVANTEC
Because We Care!

May 27, 2021

Mr. Michael Plotnik, T.E., Traffic Manager
City of La Habra
110 E. La Habra Boulevard
La Habra, CA 90631

SUBJECT: **Traffic and Transportation Engineering Services in the City of La Habra FY 2021/2022 through FY 2026/2027**

Dear Michael,

ADVANTEC Consulting Engineers, Inc. (**ADVANTEC**) is pleased to submit the accompanying proposal in response to the Request for Proposals (RFP) for the above referenced project. Founded in 1998, ADVANTEC is a California Corporation focused on multimodal planning, engineering and technology. Our consultant firm specializes in Transportation Planning/Engineering, Traffic Engineering, Intelligent Transportation Systems (ITS), Traffic Signal Operations and Synchronization, Connected/Automated Vehicles (CAV), and Smart Cities transportation technologies. Our name espouses our focus to implement ***ADVAN****CEMENTS in* ***TEC****HNOLOGY* in our professional services, thus providing innovative solutions that meet the needs of our clients and the public they serve. Our senior leadership team has over 250 years' combined professional experience providing professional services to public agencies throughout California. Our clients rely on this experience as we continue the company's founding principle of providing professional services with the best value and quality, on time and within budget performance since we began our business in 1998.

By selecting the ADVANTEC Team, the City will realize the following benefits:

- **Experienced Project Leadership.** ***Mr. John Dorado, PE,*** will serve as Project Manager. ***Mr. John Kerenyi, PE, TE, Mr. Jose Guedes, TE, Mr. Keith Rand, PE, TE, and Mr. Ron Keith, TSOS*** will serve as Key Task Leaders, and ***Mr. Carlos Ortiz, PE, TE, PTOE*** and Project Director. During his 22-year career, Mr. Dorado has managed numerous Traffic Engineering On-Call contract for multiple cities in southern California including cities of Newport Beach, Huntington Beach, Claremont, Long Beach, County of Los Angeles, and Caltrans.

- **On-Call Traffic Engineering Experience and Expertise.** ADVANTEC meets the City's needs related to all traffic/transportation engineering and support services outlined in the Request for Proposal (RFP) including preparation of traffic studies, preparation of signal warrants, safety studies, signal design, signal timing/signal synchronization, and other professional services including: Intelligent Transportation Systems (ITS) improvements, and traffic control; conceptual plans and alternatives analysis; data collection; intersection and roadway level-of-service analysis; assistance with grant applications; public transit feasibility/modification studies; roadway safety studies; speed zone surveys/Engineering and Traffic Surveys; traffic monitoring, adjusting timing, and troubleshooting at the City's Traffic Management Center/Traffic Management System; research traffic signal equipment, obtain bids, process orders, and coordinate repair of traffic signal equipment; assist with citizen requests; analyze neighborhood traffic calming measures; attend, participate, and facilitate public meetings; respond to requests from other agencies (local, County, State, OCTA, etc.); review traffic related plans or studies regarding capital improvements, roadway utilities, and development projects; advise on conformance to the latest California MUTCD requirements; provide traffic related safety training; prepare for Connected/Autonomous Vehicles and SMART Cities; advise on best practices for implementation of ITS technologies and obtaining real-time traffic data; analyze, implement, and monitor traffic signal timing and coordination plans; and participate in monthly meetings(as needed).

- **Technical Expertise and Depth of Resources.** The Project Team members presented in our proposal have been carefully selected for their expertise in the specific disciplines required by the City of La Habra. Our

team not only provides the City with extensive traffic engineering, transportation planning and ITS experience; we have in-house experts that can assist with active transportation, complete streets, and public works improvement projects.

- **Extensive Experience with Caltrans and Federally Funded Projects.** The ADVANTEC Team has provided planning, design, and construction administration services for many federally funded projects throughout California requiring extensive coordination with Caltrans and Federal Highway Administration (FHWA).

As Chief Operating Officer of the company, I certify that the information contained in this proposal is truthful, accurate, and complete at the time its submission. I am an official with authority to negotiate and contractually bind the firm with the City of La Habra regarding the RFP. This proposal will remain valid for a period of 180 days from the date of our submittal. I can be reached at 949-861-4999 (office), or 949-636-0646 (mobile) and at the following email address: cortiz@advantec-usa.com. We are very excited about this opportunity continuing to assist the City and looking forward to a mutually rewarding working relationship with the City of La Habra.

Sincerely,

Carlos A. Ortiz, PE, TE, PTOE
Project Director / Chief Operating Officer

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SEPARATE FILES: –

Cost Proposal

SECTION A: FIRM PROFILE AND PROJECT UNDERSTANDING

FIRM PROFILE

ADVANTEC Consulting Engineers, founded in 1998, is a DBE/SBE consulting firm specializing in Traffic Engineering, Transportation Planning and Engineering, Intelligent Transportation Systems (ITS), Active Transportation, and Public Works. ADVANTEC's mission is to provide quality engineering to the community that would result in perceptible improvements towards the quality of life, safety, and efficiency of transportation. Our name stands for our focus to capture ***ADVAN****CEMENTS in* ***TEC****HNOLOGY* for the benefits of our clients, thus providing **innovative solutions** that meet the needs of our clients and the public they serve. **ADVANTEC** has assisted over 110 local municipalities, regional transportation agencies and state governments in meeting their transportation and engineering needs. We provide these solutions as part of our firm's specialized areas of practice:

Traffic Engineering Transportation Engineering Traffic Studies
Traffic Signal Timing, Coordination and Operations
Transportation Planning Active Transportation
Intelligent Transportation Systems
Civil Engineering Municipal Engineering

This year marks the 23rd Anniversary of **ADVANTEC**, and we have earned a reputation for responsiveness to the clients' needs. In the past 23 years, we have a 100% on-time within-budget record on over 800 projects, serving over 150 satisfied clients, most of which are cities and public agencies. We maintain our reputation by upholding our firm's high standards of quality, client service, and professional integrity. Our unparalleled expertise has led to ADVANTEC being the On-Call Consultant for more than 30 public agencies including: Orange County Transportation Authority (OCTA), Riverside County Transportation Department (RCTD), Caltrans District 8, John Wayne Airport, Caltrans District 7, Los Angeles County Metropolitan Transportation Authority (MTA), cities of San Bernardino, Irvine, Anaheim, Newport Beach, Laguna Beach, Mission Viejo, Los Angeles, Claremont, Diamond Bar, Pomona, Irwindale, Glendale, Covina, Inglewood, Downey, Santa Clarita, Chino Hills, Rancho Cucamonga, Palm Desert and Rancho Mirage, in addition to Los Angeles County, the Port of Long Beach, and most recently with the City of Huntington Beach. We have 35 employees and four offices to serve our clients and partners throughout Southern California. The following provides corporate information about the firm:

ADVANTEC OFFICES:
Orange County (HQ)
1200 Roosevelt
Irvine, CA 92620
Ph: 949.861.4999

Los Angeles County
21700 Copley Drive
Diamond Bar, CA 91765
Ph: 909.860.6222

445 S. Figueroa St.,
31st Floor,
Los Angeles, CA 90071
Ph: 213.426.2168

Inland Empire
3200 E. Guasti Road
Suite 100
Ontario CA 91761
Ph: 909.605.9300

Coachella Valley
73-710 Fred Waring,
Suite 120
Palm Desert, CA 92260
Ph: 760.404.0630

Legal Name	ADVANTEC Consulting Engineers, Inc.
Address	1200 Roosevelt, Irvine, CA 92620
Phone	949-861-4999
Contact	Carlos Ortiz, PE, TE, PTOE
Email	cortiz@advantec-usa.com
Corporation	C-corporation, incorporated in California
Federal ID	95-468-7341
Ownership	ADVANTEC is privately owned by our staff, with CEO Leo Lee as majority shareholder owning over 10%; no other persons own over 10%
Number of years	23 years in business under same company name, 23 years providing on-call Traffic Engineering services

PROJECT UNDERSTANDING

ADVANTEC will provide the City of La Habra with expert comprehensive traffic engineering services. Our team provides you with a deep bench to call upon for any assignment, whether task-based or responsibility-based. For example, La Habra may choose to assign ADVANTEC the task of preparing Plans, Specifications and Estimate for a public works project, and/or La Habra may choose to have ADVANTEC's Project Manager be responsible for all development review. We have divided our approach into two sections accordingly. This pattern has been followed throughout the proposal to best tailor the services to your needs.

Task-Based Assignments

Our approach to completing on-call tasks is based on successful completion of task orders for many repeat clients. We have provided our understanding of task orders for a variety of typical on-call assignments. We are available to expand upon our approach and project understanding at La Habra's convenience.

Traffic Impact Study/Environmental Document Review/Signal Warrant Analysis

ADVANTEC has performed traffic impact studies, environmental document review, and traffic analysis for over 100 agencies in Southern California. For example, as On-call Traffic Engineering Consultant to Caltrans District 8, ADVANTEC has assisted Caltrans to review over 17 traffic studies and environmental documents. Our Project Manager, Mr. Kerenyi, regularly prepares and reviews studies of all kinds, and was the primary author of the last two versions of Moreno Valley's Traffic Impact Analysis Guidelines (the most recent version of which addresses Vehicle Miles Traveled CEQA analysis). He also was responsible for managing the preparation of speed zone certifications (more than 100 segments in total).

Capital Improvements

We have a strong understanding of Public Works contracting, acquired through many years of delivering projects as consultants and as municipal staff. We regularly handle technical and administrative aspects of projects from inception to completion, including funding through Local Assistance, environmental clearance, careful preparation of plans, specifications, and estimates, and construction management. Having dealt with contractors of all stripes, we are able to proactively head off construction issues. Our goal is to efficiently prepare constructable designs that will serve long term with a minimum of maintenance.

Corridor Signal Operations

ADVANTEC strives to improve traffic progression and minimize travel delay to the public. We have performed this role both as traditional consultants (collect data/prepare theoretical optimized timing/implement/fine tune) and as system operators (continuously monitor system operations and implement changes as needed to accommodate revised traffic conditions). We are also under contract to the Coachella Valley Association of Governments to operate the Valley's traffic signal system, which allows our staff to dynamically modify traffic signal timing to accommodate construction lane closures and incidents.

Responsibility-Based Assignments

We offer to La Habra a team of professional traffic and civil engineers with significant public sector experience. Our work approach is based on the team's experience directly serving the public.

Development Review

Development review tasks are generally divided into pre-entitlement and post-entitlement. The shared team goal pre-entitlement is to assist the applicant in proposing a project that meets or exceeds all development regulations and can be approved by the body (generally, the Planning Commission). The post-entitlement goal is

to work with the applicant's engineering team to prepare design plans that implement the project's conditions of approval, meet applicable standards, and minimize operational and maintenance issues after project acceptance.

Entitlement Review/Conditions of Approval

Review of entitlement applications (conditional use permits, tract maps, parcel maps, and the like) require expert support for at least the following reasons:

- Developers sometimes exploit differences of opinion among city representatives. Avoiding this requires consistent, well-reasoned responses in all settings: Informal meetings, review comments, and conditions, and public hearings.
- As the end user of the facilities are not represented in the project development process, it is the job of the City representative to look out for their interests. This means not only patrons/residents but also City maintenance staff, fire, refuse collectors, and transit operators.
- City leaders expect the development process to proceed smoothly, especially for future revenue generators. Hiccups in the review process result in significant time spent to fix the resulting issue. The best means to combat this outcome is to stay organized and reach out proactively whenever necessary to keep projects moving toward approval.
- The best public hearings are those that focus on the architectural design of the buildings, because that means the traffic operational aspects of the project are settled. However, when traffic is a public concern, our staff has the experience to quickly put controversial matters to rest by concisely explaining traffic engineering principles in lay person's terms.

Cities normally use a multi-discipline project development team to meet with project applicants on a regular basis. This forum is beneficial because it allows for comments that conflict between disciplines to be reconciled and clear direction provided to applicants. We will integrate into La Habra's team to represent the Transportation Division's interests in the entitlement process while simultaneously understanding development issues firsthand, thus improving the review outcome.

Plan Review

Our approach to review of design plans is fully customizable to your needs. The strategies that work best for most clients include:

- Set clear timeframes to complete reviews – ADVANTEC sets internal deadlines for completing reviews that are shorter than the city's requirements. This will ensure that the reviews are QA/QC by an independent reviewer, and that the comments are coherent, consistent, and reasonable.
- Assign two staff to each review. The assigned senior staff identifies big-picture items, such as other projects in the area, integration of the work with the City's communication network, and ADA connectivity. He/she can then forward to technical reviewers that focuses on the technical details such accuracy of the base mapping, conflicting utilities, and standards compliance (including ADA detailed review). Sometimes, specialty reviewers would also be engaged such as fiber optic assignment plan reviews, wireless communications, CCTV and CMS plan reviews etc.
- Achieve comprehensive perspectives with each review. Although every review is unique, the plan review generally should focus first on conformance towards latest design standards, then on constructability, then on maintainability, and finally on integration with other projects. At each stage, compliance with prior comments is verified and unaddressed comments are emphasized.

Americans with Disabilities Act Considerations

Scrutiny of ADA issues is elevated in our industry, and for good reason: Good ADA design is the right thing to do. By focusing on the end user, we are able to navigate the multitude of requirements and resolve apparent contradictions. New construction is an opportunity to rectify past barriers to mobility, so we view the plan check process as an opportunity to improve outcomes for the disabled. This extends to the construction period, during which accessibility is expected to be maintained. And because disabled users are often also transit users, extra care is warranted at and near transit stops. Specific steps we take to achieve these outcomes are detailed in the scope of work.

A superficial understanding of ADA issues leads to apparent contradictions, but our extensive experience designing and building accessible pedestrian facilities guides the best path forward. For example, it is often challenging to provide a flat area next to the pedestrian pushbutton so a wheelchair user can press it, while also keeping the button within five feet of the crosswalk. We are usually able to solve this conflict by widening the crosswalk.

If Accessible Pedestrian Signals are installed and configured, our staff has experience in the design and use of both three-wire systems (generic, used by Caltrans, wired to pedestrian signal head) and four-wire systems (Polara patented, uses dedicated controller in cabinet, requires no rewiring). We can configure them for verbal or nonverbal cues and adjust locator tones for local conditions.

Caltrans Encroachment Permit Processing

For projects on State highways (e.g. Imperial Highway and Beach Boulevard), whether development or CIP-related, we can assist in proper preparation of Caltrans encroachment permits to minimize Caltrans review time and review cycles.

For projects that involve more than just plan processing (for instance, applications that may require design exceptions), ADVANTEC will request a pre-application meeting. This meeting is formalized in the Caltrans Encroachment Permits Manual but is not typically offered to applicants for reasons internal to Caltrans: Because it occurs prior to the application, their staff does not have an application number to charge their time to for the meeting. Exercising the right to hold such a meeting improves project outcome by explaining the project's goals to the Caltrans review team and understanding their issues so that Caltrans staff will already have some familiarity with the project, and the first submittal can be high quality.

Congestion Management Program Compliance

The Orange County Congestion Management Program (CMP) is based on monitoring critical intersections, of which La Habra has three. Monitoring generally consists of collecting turning-movement counts over the course of several days, and reporting level of service. Deficiencies require mitigation to be programmed. The CMP also imposes requirements on the development review process, generally with respect to identifying impacts to CMP intersections and collecting fair-share contributions to mitigate those impacts; then following through with the improvements as funding allows. In La Habra's case, since the City's CMP intersections are on state highways, a good working relationship with Caltrans is essential. We have also led negotiation of mitigation for inter-jurisdictional impacts, which requires consensus-building and strong technical analysis to find common ground.

Traffic Study Review

ADVANTEC staff have prepared and reviewed traffic impact analyses in all Southern California counties including Orange County. Our experience and familiarity with the strengths and weaknesses of TIA preparers allows us to home in on the issues quickly, spending our time and budget on the areas that are needed to develop the project into one that will benefit both the developer and La Habra's constituents.

Vehicle Miles Traveled

As California transitions to VMT for the purpose of analyzing environmental impacts, capacity/delay based analysis and mitigation still applies, by reference to the agency's General Plan. This is necessary for agencies such as La Habra to deliver a road network that will not choke off economic activity due to unmitigated congestion. With respect to VMT analysis, our work in guiding development projects through the entitlement process have revealed several patterns:

- Large projects on vacant land not near high-quality transit options rarely screen out (that is, become exempt from VMT requirements). This is by design, as one goal of VMT analysis is to encourage infill development over greenfield development. In such cases, we consider the VMT mitigation component to be an opportunity to help guide new developments to non-motorized-friendly outcomes.
- Sufficiently dense projects near major transit facilities or high-quality transit lines, of which Chino has several, are generally able to escape VMT mitigation.
- Regional solutions to VMT mitigation will need to be developed, since Travel Demand Management (TDM) measures are rarely sufficient and the only alternative to mitigation is an EIR (so that a Statement of Overriding Considerations can be adopted).
- Travel demand models are not sensitive to TDM, so best practices for developing defensible VMT mitigation are still being developed and generally involve post-processing travel demand model output with tools developed for other purposes (such as air quality analysis).

Level of Service

The goal of the level of service analysis is to identify those intersections that the project may significantly impact, and target appropriate improvements to those intersections. Mitigation may involve construction by the applicant, payment of development impact fees, or payment of fair-share fees. For CMP intersections, the Congestion Management Program requirements apply. Our experience in preparing and reviewing level of service analyses means our focus will be on efficiently identifying feasible mitigation measures and accurately determining their cost and the applicant's share. We will reach out to the applicant to discuss the analysis if that is the most expedient means to achieving La Habra's desired outcome, and we will keep City staff in the loop.

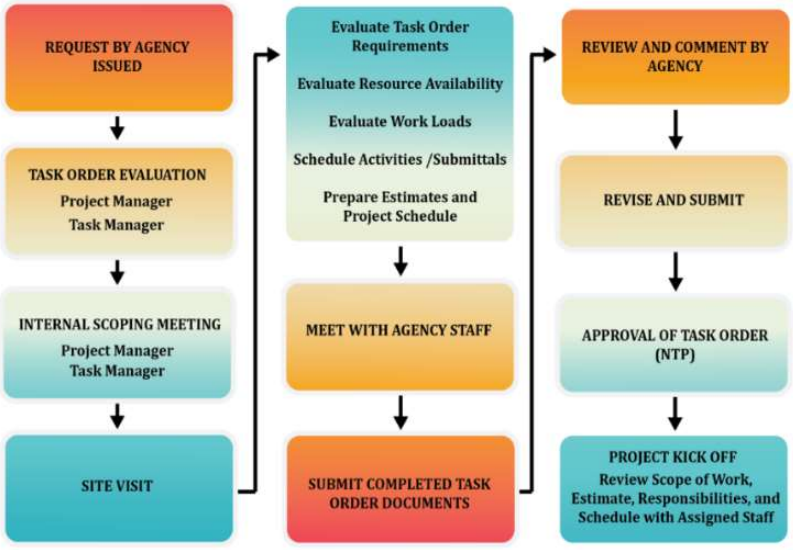
SECTION B: SCOPE OF SERVICES

Task-Based Assignments

ADVANTEC's proposed project team is committed to providing responsive Traffic Engineering Services to the City of La Habra. Our Project Manager, **Mr. John Dorado, PE** and key task leaders are intended to serve in their respective roles throughout the duration of the agreement. ADVANTEC has significant experience working on simultaneous tasks for clients under as-needed contracts and on multiple tasks associated with larger projects. This is the nature of our business, and Mr. Dorado has demonstrated his ability to manage and maintain budgets and schedules working on concurrent projects. Mr. Dorado will be the primary point of contact for the City. He will be supported by experienced California registered Civil, Electrical and Traffic Engineers, Landscape Architects and other qualified professionals capable of managing day-to-day tasks under this contract.

Typical Project Methodology

ADVANTEC's approach providing professional consultant services is based on years of project experience completing As-Needed Traffic Engineering and Professional Planning Services for public agencies across California. Through this experience we have developed a logical, efficient approach that blends basic principles of traffic, transportation and civil engineering with our fresh, creative thought process. Our methodology approach will provide us cost control measurements, development of quality products, and ability to meet the task order or project schedule. In addition, our methodology approach provides the entire team our communication, cooperation, commitment, responsiveness, and requirement process on each project or task order. The graphic below illustrates our process once a task order is requested. One key element to our success is communication with the City's Project Manager from task order beginning to end to make sure that the City stays current on design issues. We understand the importance of responding quickly so that accurate decisions can be made. Recognizing that each project will develop its own challenges and unique tasks based on location, and that the breadth of study area and design issues will vary from project to project, we generally follow a similar approach when initiating a project task:



1) **Understand the City's Goals:** In order to be successful on any project, it is vital that the Project Manager and Task Leaders understand the final product. We will meet with City staff to learn what the important issues are on each task order. We will understand the budget, schedule, and scope of work before planning the project so that we can begin to formulate a detailed scope of work and identify critical path issues.

2) **Prepare a Detailed Work Plan:** We will define all project tasks, their relationship with one another, and their associated time frame for completion. We will develop a list of needs so that we can identify specialized expertise that may be required to maintain schedule and complete tasks. Budgets will be established for each task to ensure that the project team stays on track. We will provide City staff with a detailed Project Schedule. In addition, we will provide the City with our Project Management Plan, Quality Control/Quality Assurance Plan, and Resource Plan.

Project Execution

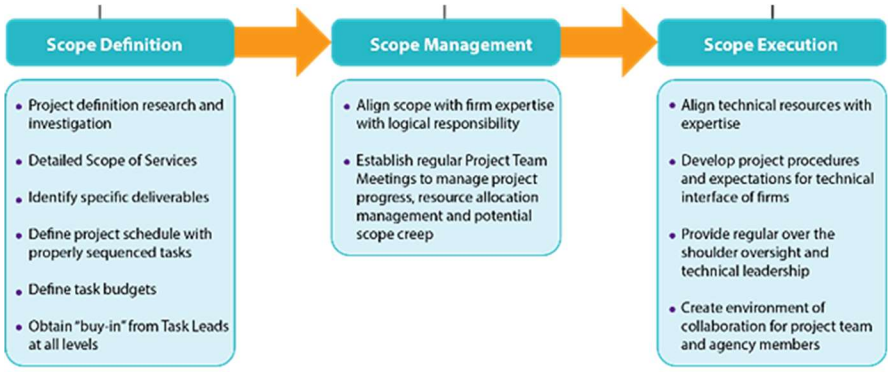
Following notice to proceed, we will coordinate resources, oversee the completion of technical tasks, and keep the project team and stakeholders informed of the project's status and any new findings. Our Project Manager will continuously monitor the project's progress, budget and schedule to identify areas requiring attention. Phone conferences will be held with the City's project manager and key stakeholders regularly to identify issues early and keep everyone informed of the project's status.

ADVANTEC uses various project management tools that will give all team members and City staff access to archived deliverables, milestone schedules, to-do lists, and a history of project communications — further fostering a collaborative working environment.

Final Project Delivery and Closeout

As each project or task order comes to a close, our Project Manager will confirm that all final deliverables have been provided. These include all digital files and hard copies in the City's preferred format. Final invoices will be processed quickly to facilitate contract administration.

Experience Working with Concurrent Task Assignments



ADVANTEC takes great pride in our long-standing history of providing both as-needed and extension of staff services for public sector clients. In southern California, we have provided these services for the Cities of Anaheim, Claremont, Yorba Linda, Pomona, Newport Beach, Huntington Beach, Chino Hills, Rancho Mirage, County of Los Angeles, County of Riverside, OCTA, and Caltrans, as well as several other public agencies throughout California. Our staff is accustomed to meeting demanding project schedules by pooling our resources from skilled staff throughout the region, when necessary, to ensure our clients are provided the highest quality of service and on-time performance.

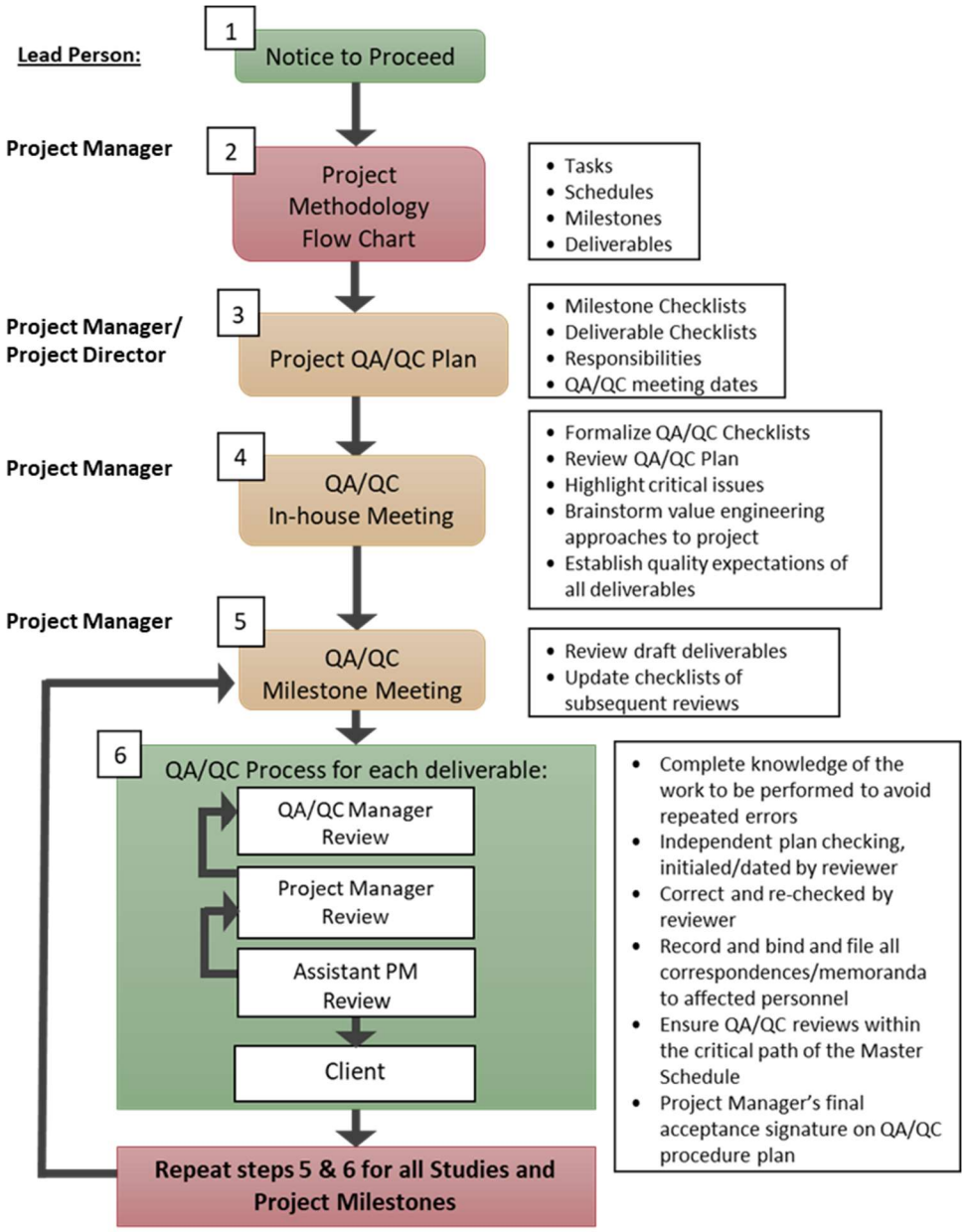
QUALITY ASSURANCE/QUALITY CONTROL PLAN

The ADVANTEC Team's Quality Assurance / Quality Control Program is a continuous process used not just at project milestones, but also on a daily basis as work flows from desk to desk, discipline to discipline and

consultant to client. Our manager and task leaders, both within ADVANTEC and our sub-consultants, will oversee their staff on a daily basis. We will identify key contacts for ease of inquiries regarding project status. Mr. John Dorado, PE will manage and implement our QA/QC plan. He has served in this role for multiple-discipline projects and is an expert in specification requirements such as those needed for federally funded projects. A sampling of these policies and procedures is identified below.

Policy	Approach
Defined roles and responsibilities of key staff	▸ Specify individual responsibilities for each of the positions in the QA/QC organization structure; QA/QC training for all project staff hold overall team QA/QC kick off meeting to review QA/QC plan and expectations.
Dissemination and retention of pertinent reference information	▸ Establish process for flow of project documentation to key staff and document control procedures (e.g., scope of work, invoice/progress reporting, meeting minutes/action items, deliverables, etc.)
Expectations of internal/external Project Team and design interface meetings	▸ Develop consistent meeting minutes, action item tracking, and issue resolution log format.
Expectations for regular "over the shoulder" reviews by Discipline/Task Manager	▸ Define protocols for continuous review process during plan/document preparation to ensure multiple discipline involvement.
Inter-disciplinary coordination and shared work elements	▸ Establish weekly or biweekly design meetings (e.g., survey, roadway, stage construction). Inter-disciplinary exchange of plans prior to milestone submittals for joint review ensuring plan and work consistency
Milestone checking of calculations, reports and plans	▸ Assign qualified, experienced independent review staff. ▸ Perform checking, revisions and back checking in a coordinated manner considering standards, project scope, technical accuracy, format, presentation and previous review comments
Constructability and biddability review	▸ Perform overall constructability review with experienced construction management personnel considering biddability and buildability. ▸ Cross check utility systems against underground features (e.g., storm drain, footings, etc.) ▸ Cross check all pay items with plans, specifications and quantity estimates.
Quality Control Review Checklists	▸ Require all design disciplines to implement pertinent checklists in the preparation of project PS&E

Quality Assurance/Quality Control Review Process



Quality Assurance/Quality Control Review Process

Based on our Quality Assurance / Quality Control Program, before any project deliverable is provided for review to a Client it must initially pass our internal quality review process. As shown in flow chart above, consisting of a series of separate reviews to ensure a product is free of mistakes before being submitted to the City. Following review, the City's comments are addressed and the process is repeated. ADVANTEC's Quality Assurance process is led and orchestrated by the Project Manager with all project personnel participating directly in the process as independent reviewers. This process ensures that all project deliverables are of the highest quality and that comments from the City have been properly addressed. Following are the key elements of our Quality Assurance Program:

- ✓ Prepare detailed work plans and schedules
- ✓ Establish milestones for submittals and progress reviews
- ✓ Provide independent peer review throughout the design process
- ✓ Support the Project Manager with permanent, tailored design team
- ✓ Maintain a CAD Management System, including monthly CAD meetings, to ensure work is compatible to other system users
- ✓ Establish open communication on a regular basis between the client and Project Manager to ensure expectations are clear
- ✓ Hold project coordination meetings on a regular basis, with the frequency depending on the complexity of the project
- ✓ Hold weekly scheduling and budget administration meetings that allow for proper resource allocation and staff assignments
- ✓ Review weekly financial reports to enable proper budget planning
- ✓ Incorporate design team review comments during the design process to provide a real-time quality control check

Responsibility-Based Assignments (e.g. Development Review)

Development review is efficiently conducted on a weekly cycle, with logging used to track the status of submittals so assignments are not misplaced and status can be readily reported. The following approach is typical, but can be easily tailored to the City of La Habra's needs. The tabulation is equally applicable to entitlement reviews and plan check reviews:

Day of Week	Activities
Monday	Return plan reviews completed during the prior week
	Arrange meeting with City staff for any reviews that require special attention
	Pick up new review assignments from La Habra City Hall
	Log new assignments with project name, location, and City case number
Tuesday	First submittals: Initial review to understand application's context
	Second and subsequent submittals: Review and return assignment
	Records research
	Field visit to all new (first submittal) review assignments, in one trip
Wednesday	Divide reviews into two groups
	Task leader performs overview review of first group while technical reviewer performs detailed review of second group
Thursday	Groups are swapped; task leader reviews second group and technical reviewer reviews first group
Friday	Issues that need the City's attention are flagged
	Comment memoranda drafted, reviewed, and sent
	Status email sent to City project manager

Although we have illustrated a five-day workweek, our staff will use weekends as a buffer to stay on the weekly review cycle. The typical schedule would be modified to integrate City processes such as development review committee or Transportation Division standing meeting schedules. To maintain required turnaround times, pick-up and drop-off of second/third/subsequent submittals and expedited reviews can occur on any date.

Electronic transmittal of documents, to the extent allowed, would aid in meeting or exceeding La Habra's review periods.

Field Review for Development Applications/Plan Check Assignments

ADVANTEC will field review each project at least once. Field reviews are batched and combined with plan pick-up and delivery and with each other, so the effort does not add a significant cost burden. Our reviewers carry a two-foot smart level with them to check ADA compliance of existing facilities; this allows us to flag issues that other reviewers may not, such as the adequacy of the landing area in the street at the ramp terminus.

Records Review

Any given application requires an understanding of its development context, which is acquired by reviewing the case history, CEQA analysis status/approved environmental documents, other applications on the same site, as-built records, and adjacent applications/project status. We will use the City's existing file organization system to locate relevant records for use during the review.

Traffic Impact Analysis Review

Traffic study review commences with review and approval of the scoping agreement, whose purpose is to obtain agency buy-in on key traffic study input assumptions prior to preparation of the report. The trip generation is checked against the development application to make sure the project is properly represented. The trip distribution is reviewed for reasonableness. Proposed VMT analysis method is reviewed. CIP conformance is confirmed. Comments are returned to the applicant's traffic engineer; or If the scoping agreement is acceptable, a recommendation for approval is made.

Traffic study submittals are reviewed for technical accuracy and conformance with the approved scoping agreement. Level of service outputs are evaluated for reasonableness with an eye toward acceptability by the lay public; for example, an intersection that is known to be busy should not be reported as Level of Service A or B. VMT recommendations are assessed. If the study is well-prepared, an initial determination of mitigation measures/conditions of approval can be made.

Plan Review

ADVANTEC has a team of seasoned plan reviewers who daily perform expert reviews with an eye to both standards compliance and best practices. Our view is that maintainability is as important as technical accuracy. We will work to understand how La Habra operates and maintains its traffic equipment, signs, and striping so that designs require a minimum of adjustment during construction.

Review of hardcopy plans is done in the customary redlined manner. Comments are prepared in a manner to avoid misinterpretation, minimizing the number of review cycles. Second and subsequent submittals are reviewed against previous review comments, especially for evidence that the design engineer systematically addressed comments (generally by using a highlighter and/or annotating the plan). If comments were not highlighted or otherwise disposed, we will do so ourselves because there is a good chance something was missed. Electronic plan review is generally conducted using a standard comment library, supplemented by custom comments as needed. We are prepared to perform reviews electronically as La Habra desires, whether formally via a dedicated platform, or informally via PDF annotation. If at any point a project's efficient processing appears to be in jeopardy, we will call a meeting with City staff and the applicant to bring the project back on track.

SECTION C: RELEVANT PROJECTS AND REFERENCES

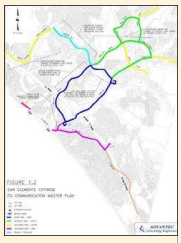
We have prepared the following matrix outlining similar current projects and recently completed projects and their associated elements of work.

PROVEN EXPERIENCE FOR EVERY MAJOR MUNICIPAL TRAFFIC/TRANSPORTATION ENGINEERING NEEDS	Grant Applications	Transportation / Traffic Studies	Conceptual / Preliminary Design	Street Improvements	ITS Planning/ Design	Signing /Striping Improvements	Traffic Signal Improvements	Stage Construction / Traffic Handling	Traffic Signal Timing & Synchronization	On-Call Engineering Services	Staff Augmentation	Construction Support
City of Newport Beach On-Call Traffic Engineering Services		•	•	•	•	•	•			•		•
City of Huntington Beach On-Call Traffic Engineering Services			•		•	•	•			•		•
City of Laguna Beach On-Call Traffic Engineering Services		•	•			•				•		
City of Irvine On-Call Traffic Engineering Services		•	•	•	•	•	•			•		•
City of Anaheim On-Call Traffic Engineering Services		•	•	•	•	•	•	•	•	•	•	•
City of Diamond Bar On-Call Traffic Engineering Services		•	•		•	•	•	•	•	•		•
OCTA Traffic Engineering Services		•	•		•	•	•	•	•	•		•
City of Pomona On-Call Traffic Engineering Services		•	•			•	•	•	•	•	•	•
City of Anaheim Staff Augmentation Services		•	•		•	•	•	•	•	•		•
City of Rancho Mirage On-Call Traffic Engineering Services		•	•		•	•	•	•	•	•		
City of Claremont On-Call Traffic Engineering Services		•	•	•	•	•	•	•	•	•		•
Caltrans District 8 On-Call Traffic Engineering Services		•	•		•	•	•	•	•	•	•	•
City of Ontario On-Call Traffic Engineering Services					•	•	•		•	•		•
City of Rancho Cucamonga On-Call Traffic Engineering Services					•	•	•		•	•		•
Los Angeles County On-Call Traffic Engineering Services		•	•		•	•	•	•	•	•		•
Coachella Valley Association of Governments Region-wide Traffic Signal Synchronization	•	•	•		•		•		•			•

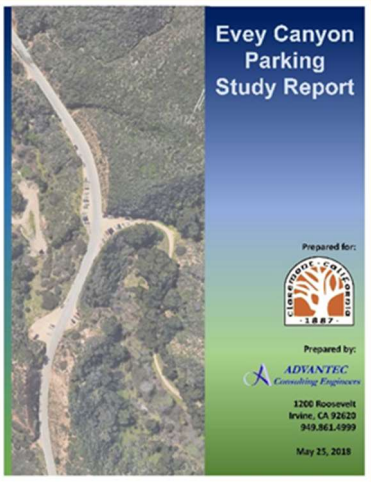
PROVEN EXPERIENCE FOR EVERY MAJOR MUNICIPAL TRAFFIC/TRANSPORTATION ENGINEERING NEEDS	Grant Applications	Transportation / Traffic Studies	Conceptual / Preliminary Design	Street Improvements	ITS Planning/ Design	Signing /Striping Improvements	Traffic Signal Improvements	Stage Construction / Traffic Handling	Traffic Signal Timing & Synchronization	On-Call Engineering Services	Staff Augmentation	Construction Support
City of Seal Beach Traffic Management Center and ITS Infrastructure Upgrade		•	•		•		•		•			•
City of La Quinta Citywide HSIP Signal Interconnect (Fiber Optic) Improvements			•		•							•
City of Coachella 5 New Signals Project (TS, SS, Communications, Roadway, and Signal Timing)			•		•	•	•	•	•			
City of Diamond Bar Safe-Route-to-School Program		•	•									
City of Anaheim Bicycle Facilities Design Services			•			•		•				•
City of Covina Class II Bicycle Facilities Design Services			•			•						•
City of Covina Metrolink Station Parking/Pedestrian/Bicycle Access Study		•	•			•						•
County of Los Angeles Sierra Highway Road Safety Study		•	•									
City of Palm Desert Traffic Signal Mods, SIC & Fire Station Warning System Project			•		•	•	•					
Cities of Ontario and Yucaipa MSRC Grant Applications	•	•	•									
County of Riverside Traffic Engineering On-Call Services	•	•	•									

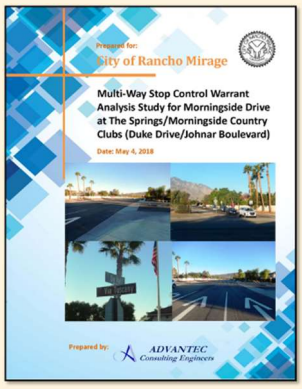
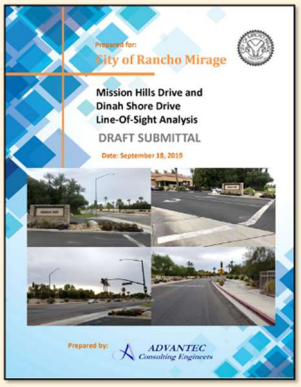
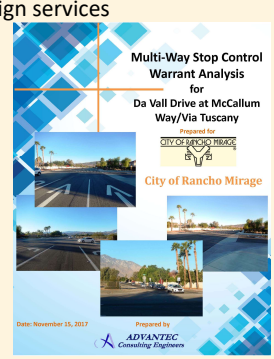
PROJECT RELATED QUALIFICATIONS AND REFERENCES

ADVANTEC has provided similar On-Call Professional Services to many agencies in Southern California, some of which are described in the following table. References are provided for all of these projects and the City is welcome to contact any of these contacts.

Project Name / Description	Reference	Relevance to the City of La Habra
On-Call Traffic Engineering Services, OCTA, CA - Over 7 years, ADVANTEC has served as a lead firm to manage, design and implement improved and enhanced signal timing, signal synchronization and traffic operations for multiple arterial corridors in Orange County, totaling over 350 intersections. The project objective was to improve arterial traffic flow, improve travel-time and reduce delay-along these major corridors in the county. Benefits to be gained by improving traffic flow include reduced fuel consumption and improved air quality. In the process, ADVANTEC has worked with many cities in Orange County and Caltrans to improve their traffic hardware and Intelligent Transportation System infrastructure. 	**Reference:** Orange County Transportation Authority Ms. Amy Tran Traffic Operations Manager (714) 560-5379 atran@octa.net **Date Range:** 2007 to 2020 **Project Team:** Leo Lee, Carlos Ortiz, Ron Keith, Jose Guedes, Ryan Miller, John Cox **Various Task Orders Fee:** $1.6 million	▪ Traffic Signal Timing Plans ▪ Traffic Signal Synchronization over 350 signalized intersections ▪ Coordination with Caltrans ▪ Coordination with Cities including Buena Park ▪ Evaluation of pedestrian, bicyclists, and vehicle traffic patterns ▪ ITS and CCTV System Design ▪ New Traffic Signal Controllers ▪ Timing Plan Implementation and Fine-Tuning
On-Call Traffic Engineering Services, Irvine, CA - ADVANTEC has been providing on-call ITS and traffic engineering assistance to City of Irvine for over 16 years. ADVANTEC has prepared traffic signal system upgrade design and signal coordination along 19 major arterials within the City. ITS upgrade included the design of CCTV camera systems, fiber optic communications that tied into the City's Gigabit Ethernet network, loop detectors, WWV antenna system at Caltrans intersections, and controller cabinets upgrade.	**Reference:** City of Irvine Mr. Mark Ha Supervising Transportation Analyst (949) 724-6186 mha@cityofirvine.org **Date Range:** 2004 to Present **Project Team:** Leo Lee, Jose Guedes **Various Task Orders Fee**: $800,000 	▪ 35 CCTVs ▪ GigE Fiber Optic Communications ▪ 2070 Controllers ▪ Fiber optic communications design ▪ Inspection Services 

Project Name / Description	Reference	Relevance to the City of La Habra
City of Anaheim On-Call Traffic Engineering, Anaheim, CA - ADVANTEC has been providing on-call traffic engineering assistance to City of Anaheim for the past 22 years. ADVANTEC prepared engineering plans, specifications, and estimates (PS&E) for traffic signal upgrade, CCTV cameras, fiber optic communications interconnect and traffic control plans construction of SCOOT detectors, advanced detectors, Model 2070N controllers and cabinets upgrade for various major corridors within the City. Detailed design for CCTV cameras include the design of poles and foundations, video control equipment, tail circuits, and interconnect to the communications hub. CCTV camera images and PTZ control data were routed to the communications hubs.	**Reference:** City of Anaheim Mr. Ralph Contreras, PE Principal Traffic Engineer (714) 765-4526 rcontreras@anaheim.net **Date Range:** 1998 to Present **Project Team:** Leo Lee, Keith Rand, Carlos Ortiz, Frank Gomez, Enrique Biche, Jonathan Delgado **Various Task Orders Fee:** $750,000 	▪ On-call traffic engineering consultant since 1998 ▪ Plan Check Services ▪ Performed over 15 design projects ▪ Traffic Signal Upgrades ▪ Intelligent Transportation Systems (ITS) ▪ Communications network design including fiber optic and copper ▪ CCTV design ▪ Traffic control plans ▪ Utilize multiple Traffic Signal Control Systems in Traffic Management Center including ACTRA, I2, Centracs
Engineering Staff Augmentation, Anaheim, CA - Under the City of Anaheim's On-Call, ADVANTEC has provided the city with staff augmentation services that allows the traffic division to function effectively during high volume of plan submittals. ADVANTEC provides plan checking services to review traffic control plans.	**Reference:** City of Anaheim Mr. Rafael Cobian, PE Traffic Engineer (714) 765-4991 rcobian@anaheim.net **Date Range:** 2015 to Present **Project Team:** Leo Lee, Keith Rand, Madeleine Harriott, Enrique Biche, Jonathan Delgado, Frank Gomez **Fee:** $330,000	▪ On-Call Plan Checking Services ▪ Staff at City Hall 2- Days a week ▪ Signing and Striping Review ▪ Traffic Control Review ▪ Traffic Signal Review ▪ Traffic Study Review 

Project Name / Description	Reference	Relevance to the City of La Habra
On-Call Traffic Engineering Services, Newport Beach, CA – As part of our City of Newport Beach On-Call Traffic Engineering services, ADVANTEC is responsible for the preparation of plans, specifications, and estimates (PS&E) and construction engineering assistance for the traffic signal rehabilitation work at the following existing signalized intersections: 1) Newport Center Drive E/Santa Rosa Drive, 2) Jamboree Road/University Drive, and 3) Jamboree Road/Bison Avenue. Upgrades consist of replacing outdated poles, signal heads, pedestrian heads, pedestrian and bicycle push buttons, emergency vehicle pre-emption (EVP), Econolite Cobalt controllers, controller cabinets, and service cabinets.	**Reference:** City of Newport Beach Mr. Eric Loke Senior Engineer (949) 644-3336 eloke@newportbeachca.gov **Date Range:** 2016 to Present **Project Team:** John Dorado, Carlos Ortiz, John Cox, Ryan Miller, Enrique Biche, Madeleine Ortiz, Frank Gomez **Fee:** $45,000	▪ Upgrade Signal Equipment ▪ New Signal Controllers ▪ New CCTV cameras ▪ Fiber Optic Communication Modifications ▪ LED Safety Lighting and Lighting Analysis ▪ ADA Compliance/Ped Ramps ▪ Vehicle/Bicycle Detection ▪ Utility and SCE Coordination ▪ Construction Assistance/ Bid Addenda/ Shop Drawing Reviews/ RFI's/ As-Builts 
On-Call Engineering Services - Claremont, CA; Evey Canyon Parking and Circulation Study – ADVANTEC evaluated existing turnouts and parking along Mt. Baldy Road to access the Evey Canyon Trail. In an effort to perform a comprehensive analysis of this situation, data was collected and analyzed including accident history, pedestrian counts, sight distance measurements, speed limit, and traffic volumes. The analysis found that sight distances are restricted to below the desirable minimum at all five of the turnouts. Various recommendations were provided to prohibit parking at all the turnouts except at the entry of Evey Canyon. **Date Range:** 2018-2019 **Project Team:** Carlos Ortiz, John Dorado **Various Task Orders Fee:** $50,000	**Reference:** City of Claremont Mr. Vince Ramos Project Engineer (909) 399-5395 VRamos@ci.claremont.ca.us 	▪ Parking and Circulation Study ▪ Parking Demand Analysis ▪ Traffic Engineering Services ▪ Pedestrian/Bicyclists/Vehicle Safety Analysis ▪ Parking Facility Layout Plans 

Project Name / Description	Reference	Relevance to the City of La Habra
On-Call Traffic Engineering Services – Los Angeles County, CA - ADVANTEC's work consisted of traffic signal design projects including 8 major corridors ranging from 9 to 62 intersections with associated improvements. All the plans were designed in conformance with the County of Los Angeles latest design guidelines, using Microstation / AutoCAD formats. Plans were submitted in 3 different stages: 80%, 100% and final design submittal. The 100% and final design plans were also submitted to the involved local agencies for review and approval.	**Reference:** LA County DPW Mr. Patrick Smith, PE; Associate Civil Engineer Cell: (714)822-7370 psmith@dpw.lacounty.gov **Date Range:** 2004 to Present **Project Team:** Leo Lee, Carlos Ortiz, Keith Rand, John Dorado **Various Task Orders Fee**: $1.8 M	▪ Traffic Signal Design ▪ Signing and Striping Design ▪ New Signal Controllers and Cabinets ▪ Median Nose Reduction ▪ Vehicle/Bicycle Detection/Advance ▪ Multi-Jurisdictional Coordination 
On-Call Traffic Engineering, Rancho Mirage, CA - ADVANTEC serves the City with various on-call traffic engineering services. ADVANTEC's work over this period includes the preparation of Multi-Way Stop Control Analysis reports at two intersections; site plan review and recommended improvements for a new development (Gas Station/Market Store) at the northeast corner of Monterey Avenue at Frank Sinatra Drive; prepared Citywide Left Turn Phasing Guidelines; and prepared striping and signage modification plan along Morningside Drive at Country Club Drive. ADVANTEC has been responsive and timely with each of our task order requests. 	**Reference:** City of Rancho Mirage Mr. Bill Enos, PE City Engineer (760) 578-9455 bille@RanchoMirageCA.gov **Date Range:** 2018 to Present **Project Team:** Carlos Ortiz, John Dorado, John Cox, Ryan Miller, Frank Gomez, Nicholas Park, Madeleine Ortiz **Various Task Orders Fee:** $30,000 	▪ Multi-Way Stop Control Warrant Analysis ▪ Intersection Line-of-Sight Analysis ▪ Left-Turn Signal Phasing Guidelines ▪ Development Plan Review ▪ Preparation of Signing and Striping modifications ▪ Assistance with request for proposal (RFP) development ▪ Advisors for next generation technologies ▪ Guidance on the latest Caltrans and CAMUTCD standards ▪ Other Traffic Engineering reports and design services 

Project Name / Description	Reference	Relevance to the City of La Habra
RCTD On-Call Traffic, Riverside County, CA - ADVANTEC has provided on-call traffic engineering related services to the Riverside County Transportation Department (RCTD) since 2014. ADVANTEC has prepared engineering plans, specifications, and estimates (PS&E) for traffic signal installations, updated traffic signal timing and signal synchronization plans utilizing the most recent CA MUTCD parameters, as well as on-site staff augmentation services. Additionally, ADVANTEC is currently preparing plans for a sidewalk improvement project along Serfas Club Drive near Corona, CA.	**Reference:** RCTD Mr. Dennis Acuna. PE Contract Manager (951) 204-5965 DAcuna@rvico.org **Date Range:** 2014 to present **Project Team:** Leo Lee, Lawrence Tai, Jose Guedes, Ryan Miller, Barbara Weiner, Roy Null **Fee:** $250,000/year	▪ Traffic Engineering Services ▪ Update Traffic Signal Timing & Prepare Synchronization Timing Plans ▪ Staff Augmentation ▪ Ethanac Traffic Signals at Sophie and Mountain ▪ Serfas Club Sidewalk Improvements 
Adaptive Traffic Signal System Design and Implementation, Culver City, CA - ADVANTEC was responsible for developing the specifications and RFP for City of Culver City adaptive traffic signal system. Following the FHWA Systems Engineering process, we provided technical oversight for the development of the Concept of Operations, System Requirements, Validation Plan and Systems Acceptance Testing Plan, leading to the development of a Request for Proposal issued to contractors in March 2016. After selecting the Transparency System, ADVANTEC remained as System Manager to oversee the system implementation to be completed in early 2019.	**Reference:** City of Culver City Mr. Hong Wang Senior Engineer (310) 253-5604 hong.wang@culvercity.org **Date Range:** 10/2015 to Present **Project Team:** Leo Lee, Jose Guedes, Ryan Miller	▪ RFP preparation ▪ Research of various adaptive control technologies ▪ Value engineering ▪ Comparison analysis ▪ Cost estimates ▪ Develop technical specifications ▪ System Manager during Implementation ▪ Finetuning adaptive parameters

UNIQUE QUALIFICATIONS

Mobilizing appropriate staff quickly is essential to smooth commencement and progression of the various tasks that will be assigned under the on-call professional engineering services for the City of La Habra. This requires a balanced management and technical approach that emphasizes streamlined communication and quality control. As a partner to the City, the ADVANTEC Team will commit to the delivery of each assigned Task Order within time and budget. We recognize City staff has high expectations for capability and performance. In assembling our team, ADVANTEC has delivered on those expectations by forming a team with the following attributes:

- **Proven Expertise in Traffic/Transportation Engineering Services** – ADVANTEC have performed over 600 traffic engineering projects with various public agencies, including staff augmentation, traffic signal operations, handling citizen complaints, performing various traffic and safety studies, presentation to city councils and commissions, public meetings, design of traffic and ITS infrastructure, synchronization of traffic signals, and many other projects. ADVANTEC is experienced to handle any Traffic/Transportation Engineering needs for the City of La Habra.

- **Familiarity with On-Call Consulting Engineering services with public agencies** – ADVANTEC has been the On-Call Civil and Traffic Engineering Consultant for more than 30 public agencies including Orange County Transportation Authority (OCTA), the Cities of Irvine, Anaheim, Newport Beach, Huntington Beach, Laguna Beach, Mission Viejo, Yorba Linda, Los Angeles, Glendale, Pomona, Rancho Cucamonga, Inglewood, Irwindale, Yorba Linda, Palm Desert, Rancho Mirage, Diamond Bar, Downey, Claremont, Santa Clarita, as well as Los Angeles County, Riverside County Transportation Department (RCTD), Caltrans District 8, , Ports of Long Beach and Los Angeles, John Wayne Airport, Caltrans District 7, Los Angeles county Metropolitan Transportation Authority (MTA), and Bay Area Metropolitan Transportation Commission (MTC).
- **Successful strategies to deliver on-call professional engineering services** – ADVANTEC implements successful strategies to deliver projects and task orders on an as-need basis. It begins with a responsive project manager that proactively communicates with the City throughout the life of the contract, and will respond to inquiries within 24 hours and will be available as needed. Our quality assurance and quality control program will provide quality products and build the confidence needed from the City to use ADVANTEC on a wide range of projects. Our quality products will minimize City staff review time and maximize efficiency, reducing overall project schedules. Finally, we have the local expertise and staffing required to meet the needs of this on-call contract and provide other support services.
- **Visionary planning and implementation "Complete Streets" improvements** – ADVANTEC has the "Complete Streets" mentality when it comes to improving the safety and mobility to all users including motorists, bicyclists, transit operators and users, and pedestrians of all ages and abilities. Our approach to implementing the "Complete Streets" concept begins at the inception of a proposed project and follows throughout the life of a project making sure all users are routinely considered during the planning, designing, building and operations of all traffic and transportation planning and engineering improvements.

- **Strong Project Director, Project Manager and Task Leaders with years of hands-on engineering experience** – Our Project Director, Project Manager, Task Leaders, and Senior Project Engineers have combined *over* ***300 years of combined experience*** providing civil engineering and traffic engineering services for many clients on small and large-scale transportation projects in southern California.

FAMILIARITY WITH CITY, COUNTY, STATE AND FEDERAL REQUIREMENTS

Caltrans District Local Assistance Engineer (DLAE) and the Federal Highway Administration

ADVANTEC has extensive experience in completing and processing the numerous federal funding authorization forms through the Caltrans District Local Assistance Engineer (DLAE) and the Federal Highway Administration, as well as incorporating all required special provisions in the project specifications to ensure that federal funding is not jeopardized. ADVANTEC has performed this task for several cities and agencies throughout Southern California. ADVANTEC has developed a comprehensive table summarizing the various authorization forms required in a matrix format that can be used to clearly identify the steps to be followed and the responsible parties. Typical submittals for processing forms with DLAE are summarized in the following table:

Requirements	Typical Process to Secure Approvals
Caltrans Request for Authorization Forms/Clearances	As required with the HSIP funding, certain forms are needed for the processing of the required Request for Authorization (RFA) forms. ADVANTEC will prepare and process the needed Forms with Caltrans Local Assistance

Requirements	Typical Process to Secure Approvals
RFA for R/W Acquisition Forms	ADVANTEC will prepare and process the necessary forms with Caltrans Local Assistance the Request for Authorization to Proceed with Construction (E-76) with Caltrans Local Assistance. Once the plans and specifications are completed, the Request to Proceed with Construction (E-76) forms can be prepared. The Request for Authorization to Proceed with Construction forms includes: 1) Cover Page/Checklist (Exhibit 3-D), 2) Request for Construction Authorization Data Sheet, 3) Completed Finance Letter, 4) Completed Field Review Form, 5) Environmental Documentation, 6) Right-of–way Certification, 7) PS&E Package and Certification, 8) Local Agency Construction Contract Administration Checklist.
RFA for Construction Forms	
Caltrans Invoicing	ADVANTEC will prepare and process the necessary forms with Caltrans Local Assistance the Request for Authorization to Proceed with Construction (E-76) with Caltrans Local Assistance. Once the plans and specifications are completed, the Request to Proceed with Construction (E-76) forms can be prepared.
Caltrans Bid Award / Project Completion Packages	After the bid award and upon the completion construction of the project, ADVANTEC will prepare and process the Caltrans forms.
Bid Award Package	Upon the bid award of the project, ADVANTEC will prepare and process the Bid Award Package with Caltrans Local Assistance. The Bid Award Package to Caltrans includes but not limited to: 1) Cover Page/Construction Contract Administration Checklist (Exhibit 15-A), 2) Local Agency Bid Opening Checklist, 3) Updated Finance Letter, 4) Detail Estimate and Detail Estimate Summary, 5) DBE Certifications (from Contractors), 6) Contract Award Checklist, 7) RE's Checklist.
Project Completion Package	After the construction of the project, ADVANTEC will prepare and process the Project Completion Forms with Caltrans Local Assistance. This is an important task in the project to assure the reimbursement by Caltrans of the construction payments. The Final Completion Package to Caltrans includes but not limited to: 1) Cover Page/Expenditures Checklist (Exhibit 17-D), 2) Final Finance Letter, 3) Final Detail Estimate and Detail Estimate Summary, 4) Change Order Summary, 5) Final DBE Certifications (from Contractors), 6) Materials Certifications, 7) Final Inspection Form.

For any proposed work that will directly impact state highway facilities and require a Caltrans encroachment permit, ADVANTEC's extensive track record working with Caltrans on numerous state highway projects will help facilitate the process. ADVANTEC's staff maintains an on-going dialogue with local, regional, and state jurisdictional agencies and continually keeps abreast of the changing requirements and procedures of the Federal, State and local agencies.

COMPREHENSIVE TEAM EXPERIENCE

ADVANTEC has an outstanding reputation in the field of traffic engineering. ADVANTEC has provided similar Traffic Engineering On-Call Services to many agencies in California including cities, counties, and Caltrans.

Traffic Engineering and Intelligent Transportation System Design Services

ADVANTEC has an outstanding reputation in the field of traffic engineering. Members of the firm have extensive project experience working directly for municipal, county, state, and federal agencies, as well as providing consulting services to private clients.

ADVANTEC's specific traffic engineering services include:

- ✓ Signing and Striping
- ✓ Stage Construction/Traffic Handling
- ✓ Traffic Signal Systems
- ✓ Traffic Signal Communication Systems
- ✓ Intelligent Transportation Systems
- ✓ Traffic Management Centers
- ✓ Traffic Surveillance Systems
- ✓ Ramp Metering Systems
- ✓ Dynamic Message Signs
- ✓ Video Surveillance/Detection Systems
- ✓ Signal Timing and Coordination
- ✓ Lighting Systems
- ✓ Utility Relocation Coordination
- ✓ Agency Permitting
- ✓ Shop Drawings Review
- ✓ Preparation of Record Drawings
- ✓ Contract Administration
- ✓ Shop Drawings Review
- ✓ Construction Management
- ✓ Construction Inspection

Traffic Studies

ADVANTEC emphasizes traffic planning and design techniques to satisfy the requirements of a study site's traffic while minimizing the impact on non-site traffic. This is accomplished by utilizing any or all of the following external study site traffic analyses:

- ✓ Before and After Travel Demand
- ✓ Traffic Impact Analysis
- ✓ Intersection Level Of Service Analysis
- ✓ Traffic Signal System Evaluation
- ✓ Circulation Analysis
- ✓ Parking Analysis
- ✓ Engineering and Speed Survey
- ✓ Traffic Signal Communication Master Plan
- ✓ Traffic Signal Warrants
- ✓ Lane Storage Analysis
- ✓ Sight Distance Analysis

Traffic Signal Timing, Coordination and Operations

ADVANTEC strives to improve traffic progression and minimize travel delay to the public. When it comes to signal timing, coordination and operations we review all critical traffic signal, timing parameters, and detector attributes and settings to insure optimal and safe traffic signal operation at all project intersections for both coordinated and free operation. Some of the key traffic signal synchronization elements include:

- ✓ Signal Timing
- ✓ Signal Operations
- ✓ Signal Implementation
- ✓ Signal Synchronization
- ✓ Signal Optimization and Fine Tuning
- ✓ Before and After Studies
- ✓ Measurements of Effectiveness
- ✓ Arterial Level of Service
- ✓ Greenhouse Gas Emissions Reporting
- ✓ Minimum Greens
- ✓ Pedestrian crossing distance
- ✓ Pedestrian crossing speed
- ✓ Yellow times
- ✓ All-red times
- ✓ Detection parameters

Transportation Planning

ADVANTEC provides complete services for the planning and preliminary engineering design of local roads, streets, arterial highways, and transportation corridors to public agencies and private developers. ADVANTEC's specific transportation planning capabilities include:

- ✓ Preliminary Intersection and Interchange Design
- ✓ Route Alignment Studies
- ✓ Construction Traffic Management Plan (TMP)
- ✓ Congestion Management Plans (CMP)
- ✓ Circulation Elements
- ✓ Traffic Impact Studies
- ✓ Bicycle/Equestrian/Pedestrian Trail Systems
- ✓ Preliminary Cost Estimates
- ✓ Safe-Route to School Master Plans

ADVANTEC has been providing planning, engineering, and construction support to various agencies in southern California for their implementation of ***Complete Streets and Active Transportation Programs***. We bring our local

experts to support agencies and communities to facilitate the deployment of their complete streets/active transportation projects. ADVANTEC's specific complete streets and active transportation capabilities include:

- ✓ Development/Evaluation of Policies
- ✓ Development Standards
- ✓ Analysis and Reporting
- ✓ Evaluation of Funding Programs Circulation Elements
- ✓ Conceptual Plans
- ✓ Development of Final Plans
- ✓ Construction Management and Inspection
- ✓ Community Outreach

ADVANTEC has been provided professional services to many transit agencies throughout southern California. ADVANTEC's specific transit services capabilities include:

- ✓ Program Management
- ✓ Community Outreach
- ✓ Planning and Design of Bus Rapid Transit (BRT) Systems
- ✓ Bus Stop Design and Placement Guidelines
- ✓ Bus Stop Evaluation and Improvement Plan
- ✓ Ridership Analysis

Studies/Reporting

Having designed Safe Routes to School Improvements for a variety of communities, the ADVANTEC team is experienced in evaluating solutions for projects of this nature. ADVANTEC recognizes the need to understand and address the issues and concerns of residents, while delivering a solution within the budget and schedule parameters required by the City. ADVANTEC has provided the following services on various Safe Routes to School projects throughout California:

- ✓ Community Outreach
- ✓ Community Workshop Meetings
- ✓ Site Review and Inventory
- ✓ Vehicle, Bicyclist, Pedestrian and Parking Data Collection
- ✓ Traffic, Parking, and Circulation Analysis
- ✓ Trips Analysis
- ✓ Physical and Operational Recommendations
- ✓ Development of Plans
- ✓ Draft and Final Report

ADVANTEC has extensive expertise in the planning, design, and construction of Class I, II, and III Bikeways, riding and hiking trails, and related recreational facilities (including preparation of standards and specifications). ADVANTEC's approach to public participation offers opportunities for meaningful input and involvement ownership throughout the life of the project. These opportunities are strategically organized to develop a consensus-based vision, local ownership, and to foster community awareness. Facilitating and organizing hands-on workshops, design charrettes, visual and written surveys, focus groups, and employing internet-based involvement techniques and utilizing handheld polling tools represent just a part of our extensive public involvement experience and commitment. ADVANTEC develops a variety of materials to aid in these community engagement efforts based on information gathered in the community via reconnaissance, conversations and interactions with community leaders and City staff, and the firm's own research.

Transportation, Municipal and Civil Engineering

ADVANTEC's transportation, municipal and civil engineering team has an outstanding reputation for providing our clients with complete, thorough, and constructible designs. Our senior engineers are on the leading edge of roadway design, and bring recent experience with complete streets, active transportation, ands road diets.

Our experience includes work on:

- ✓ Freeway/Interchange Design
- ✓ Arterial Highway Design
- ✓ Pavement Rehabilitation
- ✓ Site Development
- ✓ ADA Ramp and Sidewalk Obstruction Retrofit
- ✓ Project Study Reports, Project Reports, Fact Sheets and FNM-76
- ✓ Storm drain and Drainage Design
- ✓ Grade Separation and Railroad Grade Crossing
- ✓ Roadway Safety Audit
- ✓ Value Engineering
- ✓ Bicycle and Pedestrian Facilities
- ✓ Transit facilities
- ✓ Intersection Improvements
- ✓ Complete Streets
- ✓ Active Transportation

SECTION D: TEAM PERSONNEL

PROJECT TEAM QUALIFICATIONS

The ADVANTEC Team brings a group of highly specialized personnel with a defined work history on previous similar projects. Our expert team is committed to the City of La Habra success and will provide the appropriate technical expertise as required by the City of La Habra. ADVANTEC's proposed project team is committed to providing responsive service to the City of La Habra. The proposed key team members are intended to serve in their respective roles throughout the duration of the agreement. ADVANTEC has proposed a local team comprised of professionals from our Irvine office. Our team members are experienced in delivering successful task orders on similar contracts, familiar with City of La Habra roadways, traffic signals and signal communication system, and knowledgeable about the community. In addition to the key staff proposed, ADVANTEC has the ability to allocate design and technical support staff with specialized expertise from several southern California offices.

PROJECT MANAGER

ADVANTEC recognizes that the successful delivery of a high-quality traffic and transportation planning/engineering projects starts with assigning a Project Manager that possesses superior technical, management and leadership skills. **Mr. John Dorado, PE** will serve as Project Manager, leading our team and functioning as primary point of contact to the City. He will be supported by experienced California-registered Civil and Traffic Engineers, and other qualified professionals capable of managing day-to-day tasks under this contract.

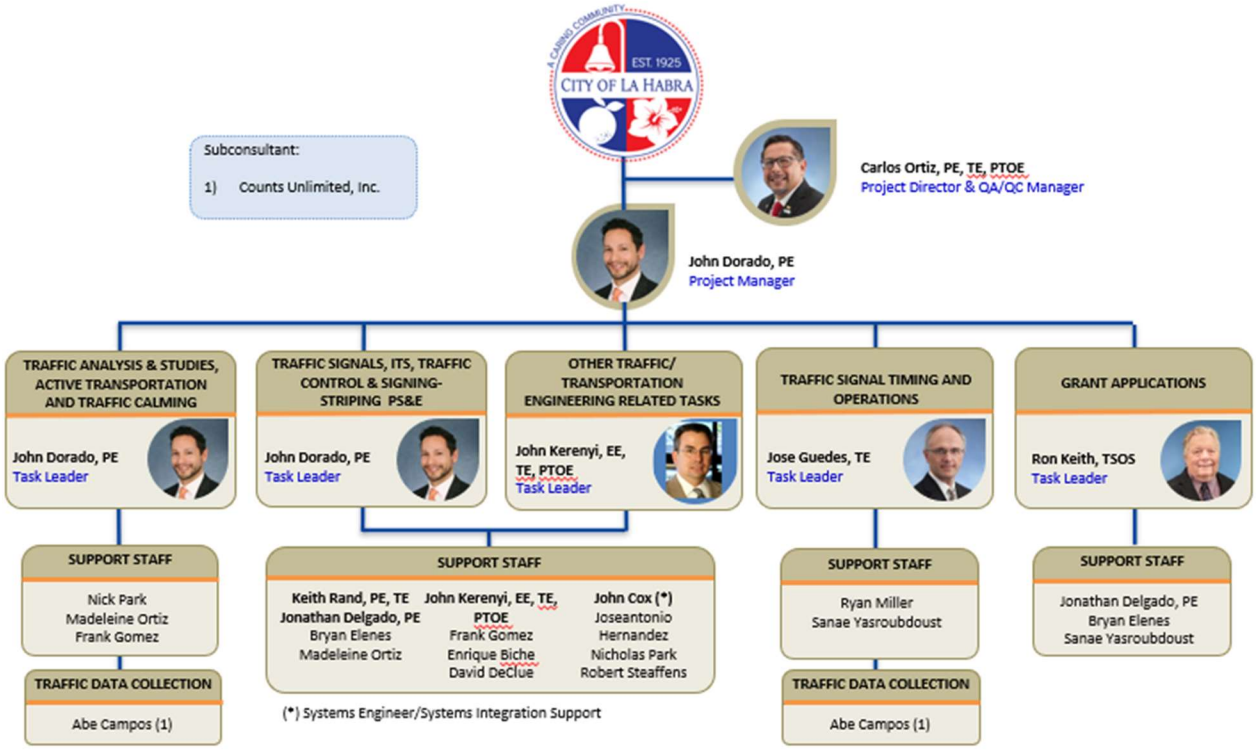
KEY PERSONNEL

Selection of qualified team members to work with the Project Manager is a necessity in implementing and sustaining a proven project approach. ADVANTEC's proposed key personnel and support staff as shown in our Organization Chart are available to fulfill their time commitments in accordance with the project schedule. Mr. Dorado leads a team of professionals who have worked on numerous on-call traffic engineering projects throughout Southern California with key Team Leaders that have worked with the City of La Habra including Mr. Ron Keith. This long-term experience provides a great benefit to the City in that these key Team Leaders have shared technical and leadership growth together, resulting in a recognized ability to deliver a high quality end product without costly surprises or project misdirection.

Our Project Manager, **Mr. John Dorado, PE,** has managed many traffic and transportation planning/engineering projects throughout southern California. He is the Project Manager for the current On-Call Traffic/Transportation Engineering On-Call contract so he is very familiar with the City of La Habra; he brings over 22 years of traffic and transportation planning/engineering, ITS planning/engineering, and project management experience on local agency streets and arterials, Caltrans projects and public transportation funding measures throughout Southern California.

Our Chief Operations Officer, **Mr. Carlos Ortiz, PE, TE, PTOE** will serve as Project Director. Mr. Ortiz has experience working as Project Manager on many high-profile projects and On-call Traffic Engineering services for several agencies, and brings his record of success and experience to the City of Newport Beach**, Mr. John Kerenyi, PE, TE, PTOE, Mr. Jose Guedes, TE, and Mr. Ron Keith, TSOS will serve as Task Leaders** for the multiple Traffic/Transportation Engineering Services indicated in the RFP. Our Task Leaders bring 20 to 40-plus years of traffic and transportation planning/engineering, ITS planning/engineering, public works engineering and project management experience on similar On-Call Contracts. ADVANTEC's project staff meets all the technical engineering and planning needs of the City of La Habra. **Figure D.1** illustrates the proposed organizational structure of our project team.

Figure D.1 –Organization Chart



THE ADVANTEC TEAM BRINGS THE CITY OF LA HABRA OVER 300 YEARS OF COMBINED TRAFFIC AND TRANSPORTATION ENGINEERING EXPERIENCE!

KEY STAFF

ADVANTEC has impeccable experience in the planning, design, construction support for various multi-modal traffic engineering and transportation projects throughout southern California. Our team brings together all of the skills and expertise required to ensure satisfactory completion of all elements of the On-Call Professional Engineering Services. All staff members proposed are without long-range commitments which would interfere with the timely completion of potential tasks. The following summarizes brief resumes of Key Personnel including name and project team role, experience, education, professional registration, years with the firm, percent available for summer of 2021 and beyond, and representative project experience.

PROJECT DIRECTOR & QA/QC MANAGER: Carlos Ortiz, PE, TE, PTOE

Years of Experience: 32
Registration:
Civil Engineer, CA, C057535
Traffic Engineer, CA, 2025
Professional Traffic Operations Engineer, US, 426
Education:
B.S. Civil Engineering
Professional Affiliations:
Board Member, ITSCA
Partnership Chair, Connected California, ITSCA
Board Member, ITE, International
Board Member, ITE Western District

Mr. Carlos Ortiz, PE, TE, PTOE will serve as Project Director and QA/QC Manager and possesses superior technical, management, and leadership skills. Mr. Ortiz has extensive experience managing Traffic Engineering and Intelligent Transportation System (ITS) projects for numerous agencies throughout California. He has worked on many complex projects and has the ability to resolve problems quickly and efficiently by drawing on his 30 years of experience, exclusively in the field of ITS and traffic engineering. Mr. Ortiz's professional experience includes planning, design, and construction support of intelligent transportation systems, including traffic signals, traffic signal communication systems (twisted pair, fiber optic, wireless), ramp metering systems, traffic monitoring systems, dynamic message sign systems, video detection systems, closed circuit television (CCTV) systems, arterial travel management systems, and traffic management centers. Mr. Ortiz is experienced in intelligent transportation systems master plans, ITS technical studies, communication networks and topologies, and signal timing and synchronization. Mr. Ortiz has also managed traffic engineering studies, signal operations, and intelligent transportation systems aspects of Bus Rapid Transit (BRT) Projects. Through his current projects, Mr. Ortiz is assisting agencies to understand the Connected Vehicles and Autonomous Vehicles Markets, so they can make better decisions on current and future ITS deployments. Mr. Ortiz is a member of the Board and Institute of Transportation Engineers (ITE) International. Mr. Ortiz also serves on the Board at ITS California.

RELEVANT EXPERIENCE

- On-Call Traffic Engineering Services (Rancho Mirage, CA)
- On-Call Traffic Engineering Services (Palm Desert, CA)
- On-Call Traffic Engineering Services (San Bernardino, CA)
- On-Call Traffic Engineering Services (Anaheim, CA)
- Caltrans District 8 On-Call Traffic (San Bernardino, CA)
- Traffic Signal Improvements (HSIP Cycle 8) Project (Palm Springs, CA)
- Engineering & Traffic Signal Management Services (Menifee, CA)
- CVAG Regional Traffic Signal Synchronization and ITS Program
- Avery Parkway Road Diet (Mission Viejo, CA)
- Uptown District Enhanced Crosswalks (Palm Springs, CA)
- Citywide Engineering and Traffic Survey (Glendora, CA)

PROJECT MANAGER: John Dorado, PE

Years of Experience: 22
Registration:
Civil Engineer, CA, 74405
IMSA Certified Level I and Level II
Education:
B.S. Civil Engineering
Professional Affiliations:
Institute of Transportation Engineers (ITE), OCTEC

Mr. Dorado, PE is a dedicated and technically skilled business professional with over 22 years of experience in the field of Intelligent Transportation Systems (ITS) engineering, planning and design, traffic engineering, and transportation planning. He provides a balanced understanding of projects within the public and private sectors and skillfully meets challenges and creates positive change. He is creative and detail-oriented with a record of success in project management, on-time and on-budget project delivery, and has a proven ability to foster strong positive client relations. Mr. Dorado's professional expertise ranges from traffic engineering PS&E to traffic and transportation studies including assisting cities with plan and study review services, and addressing citizen requests. Mr. Dorado also has a wide range of knowledge of various traffic control systems (TCS), adaptive control systems, Ethernet communication systems, and ITS elements. He has been involved with upgrading various citywide traffic signal systems, controllers, communication systems, and traffic management centers.

Mr. Dorado has been the Project Manager for the City of Newport Beach's On-Call Traffic Engineering Professional Services since 2016. He worked with Brad Sommers initially, and then with Eric Loke as the City's Project Manager. Through this experience, we have built trust for services we provide. We typically have minimal comments on our scope of services and fees, and minor comments on our project plan sets. We thoroughly understand the City's traffic signal and communications requirements. In addition to pedestrian ramp and sidewalk reconstruction layout and de—this led to the City's requirement of providing quantity take-off's from BCR to ECR—which helped minimize change orders from contractors.

RELEVANT EXPERIENCE

- On-Call Traffic Engineering Services (Newport Beach, CA)
- On-Call Traffic Engineering Services (Claremont, CA)
- On-Call Traffic Engineering Services (Anaheim, CA)
- On-Call TE Services – TSSP (Orange County, CA)
- Garden Grove Boulevard RTSSP (OCTA)
- On-Call Traffic Engineering Services (Huntington Beach, CA)
- On-Call Traffic Engineering Services (Rancho Mirage, CA)
- On-Call Traffic Engineering Services (Palm Desert, CA)
- Traffic Signal Improvements (HSIP Cycle 8) Project (Palm Springs, CA)

TASK LEADER - TRAFFIC SIGAL TIMING AND OPERATIONS: Jose Guedes, TE

Years of Experience: 30
Registration:
Traffic Engineer, CA, 1861
Education:
B.S., Civil Engineering
M.S., Transportation Engineering
Professional Affiliations:
Institute of Transportation Engineers (ITE)

Mr. Guedes, TE has over 30 years of experience in intelligent transportation systems, traffic operations and traffic engineering, including 20 years conducting and managing traffic engineering, transportation planning and operations, traffic signal synchronization and ITS projects. Most recently, Jose is managing our On-Call Traffic Engineering Services with the cities of Lancaster and Chino Hills; he's responsible for managing task orders, assigning staff, scope of work and fees for various traffic engineering and planning projects. Mr. Guedes has also managed the traffic signal operations at the City of Irvine for 12 years prior to joining ADVANTEC. Jose also developed functional specifications, Concept of Operations and System Requirements, and assisted in preparation of request for proposal for Culver City's Adaptive Traffic Control System in 2016. He has managed 10 regional signal synchronization projects for OCTA. Also, he has successfully fine-tuned and implemented 691 intersections for SANBAG Tier 3&4 Project.

RELEVANT EXPERIENCE

- On-Call Traffic Engineering Services (Chino Hills, CA)
- On-Call Traffic Engineering Services (Lancaster, CA)
- SANBAG Tier 3&4 Traffic Signal Synchronization
- Seal Beach Blvd TMC & ITS (Seal Beach, CA)
- Citywide Engineering and Traffic Survey (Glendora, CA)
- Garden Grove Boulevard RTSSP (OCTA)
- Citywide Traffic Signal Coordination/Retiming (Lancaster, CA)
- Fairview Rd Traffic Signal Synch (Costa Mesa, CA)
- Adaptive Traffic Control System Evaluation Study

(Lancaster, CA)

TASK LEADER – GRANT APPLICATIONS: Ron Keith, TSOS

Years of Experience: 51
Education:
Traffic Signal Operations Specialist (TSOS)
Transportation Professional Certifications Board
Professional Affiliations:
Institute of Transportation Engineers (ITE)

Ron brings over 50 years of experience in the transportation field. Ron worked previously served as Project Manager working for Orange County Transportation Authority (OCTA). For over 10 years, Ron managed the Regional Traffic Signal Synchronization Program; a long range inter-jurisdictional program geared solely toward re-timing of traffic signal systems and providing major updates to ITS infrastructure. - $400 Million to synchronize 2000 intersections. At OCTA, Ron completed the Proposition 1B/Measure M Traffic Light Synchronization Program; 10 inter-jurisdictional corridors in Orange County, at $8 Million. Ron also managed the completion of the 2nd and 3rd ITS Strategic Deployment Plan updates for 2012 and 2018. Ron also managed the Countywide Communications Study and the Countywide Connectivity Study. Ron is certified as Traffic Signal Operations Specialist (TSOS) from the Transportation Professional Certification Board of the Institute of Transportation Engineers.

Recently with ADVANTEC, Ron has been successful with preparing and securing grants for OCTA's M2 (Program P/RTSSPs) for this fiscal year 2021.

RELEVANT EXPERIENCE

- OCTA's Regional Traffic Signal Synchronization Program (Orange County, CA)
- OCTA's Orange County Communication Study (Orange County, CA)
- OCTA Countywide Connectivity Study (Orange County, CA)
- Proposition 1B/Measure M Traffic Light Program, (Orange County, CA)

TASK LEADER – OTHER TRAFFIC/TRANSPORTATION ENGINEERING RELATED SERVICES: John Kerenyi, EE, TE, PTOE

Years of Experience: 28
Registration:
Traffic Engineering: CA (TR1839)
Electrical Engineering: CA (E15697)
Education:
B.S., Civil Engineering
Professional Affiliations:
Institute of Transportation Engineers (ITE)

Mr. Kerenyi has 28 years of Traffic Engineering experience. He has worked extensively in both the private and public sectors. Working as a Senior Traffic Engineer at the City of Moreno Valley for 16 years, Mr. Kerenyi performed both development review and capital project delivery. In this role he was also responsible for Intelligent Transportation System project delivery and operation. This work includes the City's Transportation Management Center and associated field infrastructure (fiber optic communication media and end equipment, CCTV cameras, traffic signal controller cabinet replacement, and synchronization of signals). He supported delivery of projects in the City's Capital Improvement Program, both by directly managing their completion and by supporting other project managers with traffic engineering services. He reviewed all development applications, both in the planning and design stages. He also delivered a TRANSIMS traffic model of the City and its environs, including analysis of research problems dealing with large-scale land-use changes, via intergovernmental contract with the FHWA. He prepared grant applications, safety and/or operational analyses, and signal timing for new intersections.

RELEVANT EXPERIENCE

- City of Moreno Valley, CA - Acting City Traffic Engineer
- OpenATMS – Software Architect/Systems Engineer
- ITS Deployment Phase 1B Project Manager
- Moreno Valley TRANSIMS – Principal Investigator

KEY SUPPORT STAFF: John Cox

Mr. Cox is a Systems Engineer for ADVANTEC and specializes in Intelligent Transportation Systems, Communications, Fiber Optic technologies, Closed Circuit Television, Changeable Message Signs, Wireless Broadband Ethernet, Traffic Management Center systems integration and various Advanced Traffic Management System hardware/software suites. Over 22 years of experience in the transportation industry, John has been involved in dozens of transportation and traffic engineering projects that include both design and execution of Traffic Signal, ITS, CCTV, CMS, TMS and Fiber Optic Communications having integrated and maintained such systems in support of centralized signal control deployments. Additionally, he has extensive background in the public sector, where he designed and maintained the Traffic Management Center for the City of Costa Mesa for over 10 years.

Mr. Cox will assist with PS&E package reviews including ITS elements.

Years of Experience: 22
Registration:
IMSA Level II Technician
#BE-864-17
IMSA Work Zone Certified
#AA-86417
Corning Inc.
International Fiber Systems (IFS)
Education:
Fullerton College
Engineering Technology
Professional Affiliations:
International Municipal Signal Association (IMSA)

RELEVANT EXPERIENCE

- CVAG Regional Traffic Signal Synchronization Program Phase I and Phase II (Coachella Valley, CA)
- Citywide ITS Improvements (La Quinta, CA)
- Citywide Fiber Optic Communication and Signal System Upgrade (Lancaster, CA)
- Garden Grove Boulevard RTSSP (OCTA)
- ITS and TMC Improvements (Seal Beach, CA)
- Traffic Monitoring Operations Center (TMOC) Phase I (Compton, CA)

Resumes of the Key Staff are provided in the **Appendix**

SECTION E: FIRM REPRESENTATION

ADVANTEC Consulting Engineers **designates Mr. John Dorado, PE** as the Consultant's Representative who will coordinate all La Habra services.

SECTION F: SUBCONSULTANT

ADVANTEC has brought. **Counts Unlimited, Inc. (Counts Unlimited)** as subconsultant to perform traffic counts. They have ample experience and resources to support us on traffic and parking data collection, speed surveys, travel time studies, and other traffic related task orders that may come up during the contract. They specializes in traffic data collection and has been serving the Southern California area for the past 29 years. Their primary goal is to provide accurate and comprehensive traffic data collection services at a reasonable cost to the transportation engineering community throughout Southern California.

SUBCONSULTANTS:
Counts Unlimited, Inc.
Traffic Data Collection
Mr. Abe Campos
11681 Sterling Ave
Suite B
Riverside, CA 92503
Ph: 951.268.6268

SECTION G: WRITTEN STATEMENT OF AGREEMENT

ADVANTEC is prepared to execute the City's standard Consultant Service Agreement. ADVANTEC has no actual or perceived conflict of interest with respect to traffic engineering services to the City of La Habra.

APPENDIX A
RESUMES

Carlos A. Ortiz, PE, TE, PTOE
Project Director

Mr. Ortiz has extensive experience managing Traffic Engineering and Intelligent Transportation System (ITS) projects for numerous agencies throughout California. He has worked on many complex projects and has the ability to resolve problems quickly and efficiently by drawing on his 30 years of experience, exclusively in the field of ITS and traffic engineering. ***Mr. Ortiz serves on ITE International Board of Direction as International Director, representing ITE Western District. Mr. Ortiz also serves on the Board at ITS California, where he serves as the Southern California Section Chair and Outreach Committee Chair.*** Some of his notable projects are as follows:

Relevant Projects:

On-Call Traffic Engineering Services (Rancho Mirage, CA) - Project Director. As part of the City of Rancho Mirage On-Call Traffic Engineering Services, ADVANTEC has provided multiple traffic signal and signing and striping plans, technical specifications, and engineer's estimates for multiple intersection improvements. The projects included improvements of the traffic signal equipment, signal communication upgrades, and replacement of pedestrian ramps. In addition, ADVANTEC has prepared Left-Turn Signal Phasing Guidelines, Stop Control Warrants Studies, Traffic Signal Warrants Studies, Lin-of-Sight Study, and has provided Traffic Impact Analysis Review for multiple projects in the city.

Caltrans District 8 On-Call Traffic Engineering (Contract No. 08A0602) (Riverside and San Bernardino Counties, CA) - Project Manager**.** Responsible for various task orders on this traffic engineering on-call services contract with District 8. The work included pavement delineation, roadway and overhead signage and stage construction/traffic handling/detour plans specifications and estimates for various projects. Plans, specifications and engineer's estimates were prepared for a seven-mile HOV and auxiliary improvements on SR-60, intersection improvements on SR-86 at Airport Road, and for roadway improvements on SR-38.

On-Call Traffic Engineering Services (Laguna Beach, CA) - Project Director. As part of the City of Laguna Beach On-Call Traffic Engineering Services, ADVANTEC was retained by the City of Laguna Beach to perform traffic engineering analysis at Alta Laguna Boulevard and the Top of the World Trail access point. This study analyzed the

Registration:

Civil Engineer, CA, C057535
Traffic Engineer, CA, 2025
Civil Engineer, AZ, 34333
Professional Traffic Operations Engineer, US, 426

Years of Experience: 32

Years with Firm: 6

Education:

B.S., 1989, Civil Engineering, California State Polytechnic University, Pomona

Professional Affiliations:

School of Civil Engineering Industry Advisory Council (IAC), *California State Polytechnic University, Pomona*

ITE International, Board Member

- ITE International Board of Direction
- TSMO Council
- Transportation Consultant Council
- Industry Council
- Advocacy Committee
- Nomination Committee

ITS California, Board Member

- ITS CA Board of Direction
- ITS CA Partnership Chair
- ITS CA Southern Section Chair
- ITS CA Annual Conference Committee

existing trail access entrance area and summarized existing conditions, vehicle, pedestrian, and bicyclists travel patterns on a typical weekday and a weekend day for a two-year period (2017 and 2018). The objective of the traffic study was to evaluate existing conditions for pedestrian, bicyclist, and vehicular patterns and to observe if any notable changes have occurred since the opening of this facility.

On-Call Traffic Engineering Services (Newport Beach, CA) - Project Director. As part of the City of Newport Beach On-Call Traffic Engineering Services, ADVANTEC has provided traffic signal and signing and striping plans, technical specifications, and engineer's estimates for multiple intersection improvements. The projects included improvements of the traffic signal equipment, signal communication upgrades, and replacement of pedestrian ramps.

On-Call Public Works Services - Alicia Parkway at Marguerite Parkway and Santa Margarita Parkway at Marguerite Parkway Intersection Improvements Project (Mission Viejo, CA) – Project Manager. ADVANTEC was responsible for the preparation of plans, specifications, and estimates (PS&E) for signing/striping, traffic signal modifications, raised median/roadway improvements, pedestrian ramp improvements, landscaping improvements, and street lighting improvements at two signalized intersections, Alicia Parkway at Marguerite Parkway and Santa Margarita Parkway at Marguerite Parkway. The objective of the project was to increase capacity and improve traffic flow at each intersection by providing dual left turn lanes and increasing the width of existing Class II bicycle lanes; hence providing de-facto right turn lanes. Project improvements include class II bicycle lane signing/striping and detection at traffic signals, providing new countdown pedestrian heads, construct ADA compliant pedestrian ramps, and new advance and presence loops for vehicle and bicycle lanes.

On-Call Traffic Engineering Services (Claremont, CA) - Project Director. As part of the City of Claremont On-Call Traffic Engineering Services, ADVANTEC has provided multiple traffic signal and signing and striping plans, technical specifications, and engineer's estimates for multiple intersection improvements. The projects included improvements of the traffic signal equipment, signal communication upgrades, and replacement of pedestrian ramps. In addition, ADVANTEC has prepared Stop Control Warrants Studies, Traffic Signal Warrants Studies, Railroad Crossing Study, and has provided Traffic Impact Analysis Review for multiple projects in the city. In addition, ADVANTEC has provide signal timing plans for multiple signalized intersections.

John A. Dorado, PE
Key Task Leader

Registration:

California, Civil Engineering No. 74405

IMSA Certified Traffic Signal Field Technician Level II, No. BE_106965

IMSA Certified Traffic Signal Technician Level I, No. AA_106965

IMSA Certified Work Zone Temporary Traffic Control Technician, No. ZZ_106965

Years of Experience: 22

Years with Firm: 5

Education:

California State University, Fullerton, CA – 1999, BS Civil Engineering

Professional Affiliations:

Institute of Transportation Engineers (ITE)

Orange County Traffic Engineering Council (OCTEC)

International Municipal Signal Association (IMSA)

Mr. John Dorado is a Senior Engineer/Senior Project Manager. Mr. Dorado is a dedicated and technically skilled business professional with over 24 years of experience in the field of Intelligent Transportation Systems (ITS) engineering, planning and design, traffic engineering, and transportation planning. He provides a balanced understanding of projects within the public and private sectors and skillfully meets challenges and creates positive change. He is creative and detail-oriented with a record of success in project management, on-time and on-budget project delivery, and has a proven ability to foster strong positive client relations.

Relevant Projects:

On-Call Traffic Engineering Services (Anaheim, CA) – Project Manager. Mr. Dorado was responsible for providing the on-call traffic engineering services to the City of Anaheim. The primary services consist of the preparation of plans, specifications and estimates (PS&E) for traffic signal, intelligent transportation systems (ITS), signing/striping improvements and traffic control. Our additional services include bicycle and pedestrian planning, transportation planning studies, signal timing and analysis, GIS mapping and public outreach assistance. As each task order is requested, John coordinates with the City's traffic engineering manager to confirm the project's purpose and desired outcomes. He selects our team members based on project needs and our team members' experience and skills. He develops the scope of work and provides a schedule and budget for each project. Following notice to proceed, John coordinates resources, oversees the completion of technical tasks, and keeps the project team and stakeholders informed of the project's status and any new findings.

On-Call Traffic Engineering Services (Newport Beach, CA) – Project Manager. Mr. Dorado is responsible for providing the on-call traffic engineering services to the City of Newport Beach. Our services consist of the preparation PS&E for Traffic/Transportation/ITS engineering projects; preparation or review traffic and transportation planning studies; preparation or review traffic signal timing and signal coordination plans; preparation conceptual design plans/exhibits; preparation cost estimating and value engineering services; provide bid support and preparation of record drawings; including other engineering-related tasks, as necessary, such as: complete streets enhancements, roadway geometrics, sustainable site improvements, and ADA considerations, grant application preparation, traffic signal

and signal communication inspection, and CADD support services. As each task order is requested, John coordinates with the City's traffic engineering manager to confirm the project's purpose and desired outcomes. He selects our team members based on project needs and our team members' experience and skills. He develops the scope of work and provides a schedule and budget for each project. Following notice to proceed, John coordinates resources, oversees the completion of technical tasks, and keeps the project team and stakeholders informed of the project's status and any new findings. As each project comes to a close, John confirms that all final deliverables have been provided and that final invoices are processed quickly to facilitate contract administration.

On-Call Traffic Engineering Services (Laguna Beach, CA) - Project Director. As part of the City of Laguna Beach On-Call Traffic Engineering Services, ADVANTEC was retained by the City of Laguna Beach to perform traffic engineering analysis at Alta Laguna Boulevard and the Top of the World Trail access point. This study analyzed the existing trail access entrance area and summarized existing conditions, vehicle, pedestrian, and bicyclists travel patterns on a typical weekday and a weekend day for a two-year period (2017 and 2018). The objective of the traffic study was to evaluate existing conditions for pedestrian, bicyclist, and vehicular patterns and to observe if any notable changes have occurred since the opening of this facility.

On-Call Public Works Services - Alicia Parkway at Marguerite Parkway and Santa Margarita Parkway at Marguerite Parkway Intersection Improvements Project (Mission Viejo, CA) – Project Engineer. ADVANTEC was responsible for the preparation of plans, specifications, and estimates (PS&E) for signing/striping, traffic signal modifications, raised median/roadway improvements, pedestrian ramp improvements, landscaping improvements, and street lighting improvements at two signalized intersections, Alicia Parkway at Marguerite Parkway and Santa Margarita Parkway at Marguerite Parkway. The objective of the project was to increase capacity and improve traffic flow at each intersection by providing dual left turn lanes and increasing the width of existing Class II bicycle lanes; hence providing de-facto right turn lanes. Project improvements include class II bicycle lane signing/striping and detection at traffic signals, providing new countdown pedestrian heads, construct ADA compliant pedestrian ramps, and new advance and presence loops for vehicle and bicycle lanes.

North Orange County Triangle Transportation Systems Management and Operations Plan (Caltrans District 12) - Task Senior Engineer. As a sub- **On-Call Traffic Engineering Services (Newport Beach, CA)** – Project Manager. Mr. Dorado is responsible for providing the on-call traffic engineering services to the City of Newport Beach. Our services consist of the preparation PS&E for Traffic/Transportation/ITS engineering projects; preparation or review traffic and transportation planning studies; preparation or review traffic signal timing and signal coordination plans; preparation conceptual design plans/exhibits; preparation cost estimating and value engineering services; provide bid support and preparation of record drawings; including other engineering-related tasks, as necessary, such as: complete streets enhancements, roadway geometrics, sustainable site improvements, and ADA considerations, grant application preparation, traffic signal and signal communication inspection, and CADD support services. As each task order is requested, John coordinates with the City's traffic engineering manager to confirm the project's purpose and desired outcomes. He selects our team members based on project needs and our team members' experience and skills. He develops the scope of work and provides a schedule and budget for each project. Following notice to proceed, John coordinates resources, oversees the completion of technical tasks, and keeps the project team and stakeholders informed of the project's status and any new findings. As each project comes to a close, John confirms that all final deliverables have been provided and that final invoices are processed quickly to facilitate contract administration.

Jose Guedes, TE
Project Manager

Jose Guedes is a senior engineer and the team leader in the Traffic Signal Synchronization practice for ADVANTEC. He has over 30 years experience in traffic forecast/modeling, traffic operations and engineering, including 23 years in traffic signal sychronization project management on over 2500 intersections.

Relevant Projects:

As-Needed Citywide Travel Time Studies (Irvine, CA) – Project Manager. The City of Irvine conducts citywide travel time surveys to provide travel time data for the Annual Traffic Management Study, which reviews the effectiveness of the City's traffic signal coordination timing. Travel time surveys are performed on all major corridors. The data was collected for three peak periods (AM, Midday and PM) and then summarized and compared to previous year's results. Between 16 and 20 corridor segments are studied every year.

Fairview Road Corridor Traffic Signal Coordination Project (Costa Mesa, CA) – Project Manager. The City of Costa Mesa, in partnership with the City of Santa Ana, was awarded a grant by the Orange County Transportation Authority (OCTA) Regional Traffic Signal Synchronization Program (RTSSP - Project P) for the Fairview Road Corridor Traffic Signal Coordination Project. The project includes coordinating traffic signal timing and providing necessary upgrades to traffic signal infrastructure including integration and improvements to monitor signals at City's Traffic Management Center. The Fairview Corridor contains 34 signals between Garden Grove Boulevard and Newport Boulevard and runs 8.5 miles crossing the jurisdictions of Costa Mesa, Santa Ana and Caltrans.

ADVANTEC was selected to conduct this Design-Build project, which consists of updating timing parameters using latest CA-MUTCD, development of signal synchronization (34 signals), and includes the design and installation of: wireless communications, Fiber-Optic cables, Radar vehicle detection, GPS-based preemption, CCTV cameras, and replacement of cabinets and controllers. Project also includes a two-year operation and monitoring phase, with monthly travel time surveys and synchronization timing monitoring.

Citywide Traffic Signal Coordination and Retiming (Lancaster, CA) – Project Manager. Project included citywide development of updated signal timing according to current CA-MUTCD, and development of new synchronization timing plans (AM, Midday, PM, and Saturday) for 140 signals and 16 corridors, and before/after analysis and report. A traffic collision analysis and operational recommendations were developed for left turn movements at all 140 signalized intersections.

Registration:
Traffic Engineering, CA TR1861

Years of Experience: 31
Years with Firm: 11

Education:

M.S, Transportation Engineering, University of California, Irvine, 1990

B. S., Civil Engineering, Universidade de Sao Paulo, Brazil, 1986

Professional Affiliations:

Institute of Transportation Engineers (ITE)

Ron Keith, TSOS

QA/QC Manager & Senior Advisor

Registrations:

Traffic Signal Operations Specialist (TSOS)
Transportation Professional Certifications Board

Years of Experience: 52

Years with Firm: 2

Education:

Various Classes U.C. Extension, ITE, MTA, Traffic Ware, VISSIM, PASSER II, TRANSYT 7F, 1972-present

Civil Engineering Technology, Orange Coast College, 1972

Professional Affiliations:

Institute of Transportation Engineers

Intelligent Transportation Society of California

Past President of the Orange County Traffic Engineering Council

Mr. Ron Keith is a Senior Project Manager and brings over 50 years of highly technical professional business experience in the fields of Intelligent Transportation Systems (ITS), engineering, planning, and design and has a concentrated effort toward Traffic Signal Operations and Transportation Systems Management and Operations (TSMO). He provides a balanced understanding of projects from all points of view as he has vast experience in the public, private enterprise, and contractor/vendor areas. He always is creative, detail oriented, and has proven to be a skilled mediator between these very different facets of transportation infrastructure especially on design-build projects. His personal montra towards all projects is "Never Fail". His skills in this area are unmatched with a record of success in project management, on-time and on-budget project delivery, and has a proven ability to foster strong positive client relations.

Relevant Projects:

On-Call Traffic Engineering Services (OCTA, Orange County, CA) – Project Manager. Mr. Keith was the Project Manager for the creation and management of three distinct benches of on-call consulting engineering firms in support of the entire traffic signal synchronization program for OCTA from 2008 through 2019, Mr. Keith negotiated and wrote Cooperative Agreements for over 39 projects between neighboring/participating agencies on each project; wrote Scopes of Work and Request for Proposals for each of the three benches, wrote Scopes of Work and Agreements between the consultants and OCTA; issued Contract Task Orders to each of the consultants on a rotational basis for each of the 39 projects; managed each project including reports; initiating complex contract amendments for change orders; and reported to the Board of Directors of OCTA and elected officials of partner cities on progress and success for each project on a semi-annual basis. During this time, Mr. Keith assisted and managed leveraged external funding for these projects from AQMD, CMAQ, SCAG, and others, providing the required information and reporting details. Prior to his retirement from OCTA, Mr. Keith had managed or assisted external city led projects of over 70 individual corridor projects for Project P.

OCTA Intelligent Transportation Systems – Strategic Deployment Plan Updates 2013 and 2018/19 (ITS-SDP Update) - Project Manager III. Project Manager for two specific updates to the Intelligent Transportation Systems Strategic Deployment Plan for Orange County. All agencies within the United State are required to provide a Strategic Deployment Plan of ITS that is in concert with the Regional Association of Governments or local transportation commission in order to maintain eligibility and receive funding from the Federal Transportation Authority or FHWA. Mr. Keith has managed and completed two of these projects for OCTA.

John Kerenyi, PTOE

Senior ITS Project Manager

Mr. Kerenyi has 28 years in Traffic Engineering experience. Working as a City Senior Traffic Engineer for 16 years, Mr. Kerenyi has managed the planning, design, and operation. Creating custom applications and managing the projects in multiple stages, he has supported delivery of project to the City's Capital Improvement Programs. Mr. Kerenyi has worked extensively in both the private and public sectors.

Mr. Kerenyi is Traffic and Electrical Engineer for ADVANTEC. Previously, Mr. Kerenyi served as the public face of City Transportation Engineering Division, addressing constituent inquiries, attending regional meetings, and providing support to management and policymakers for transportation concerns.

At Moreno Valley, he was also responsible for Intelligent Transportation System project delivery and operation. This work includes the City's Transportation Management Center and associated field infrastructure (fiber optic communication media and end equipment, CCTV cameras, traffic signal controller cabinet replacement, and synchronization of signals). He supported delivery of projects in the City's Capital Improvement Program, both by directly managing their completion and by supporting other project managers with traffic engineering services.

Relevant Projects:

City of Moreno Valley, CA - Acting City Traffic Engineer – Managed division, including engineering, maintenance, and crossing guards. Prepared two-year budget for the division. Served as staff support for multiple City Council members at regional meetings. Addressed constituent inquiries; e.g. speeding/stop signs/speed humps. Reviewed all development applications. Signed off on building permits and certificates of occupancy for all developments. Developed oversized load checklist and reviewed and approved all oversized load applications. Provide input to the City's comprehensive General Plan update (currently underway).

City of Moreno Valley, CA - Senior Engineer – Delivered multiple Capital Improvement Program projects totaling approximately $5 million in value, using a combination of in-house and contracted resources. Planned, designed, performed system integrations, and operated the City's Transportation Management Center and associated field equipment. Connected 90 signalized intersections to the City's TMC. Prepared and implemented all local and coordinated traffic signal timing on six thoroughfares. Actively managed multiplied incidents, construction projects and update of 148 speed zones.

Registrations:

Traffic Engineering: California (TR1839)

Electrical Engineering: California (E15697)

Years of Experience: 28

Education:

B.S., Engineering, Harvey Mudd College

Professional Affiliations:

Institute of Transportation Engineers (ITE)

Currently serving as Technical Chair for the 2022 Western District ITE meeting in Palm Springs

Former Riverside/San Bernardino ITE President

Publications:

Former ITE Western district newsletter managing editor; twice recognized as Best Newsletter under his management

John T Cox IV

Construction Support Task Lead and Systems Engineer

Mr. Cox is a Systems Engineer for ADVANTEC who specializes in Intelligent Transportation Systems, Communications, Fiber Optic Technologies, Closed Circuit Television, Changeable Message Signs, Wireless Broadband Ethernet, Traffic Management Center Systems Integration and various Advanced Traffic Management System hardware/software suites. With extensive experience in the transportation industry, Mr. Cox has been involved in dozens of transportation and traffic engineering projects that include both design and execution of Traffic Signal, ITS, CCTV, CMS, TMS and Fiber Optic Communications. Mr. Cox has integrated and maintained such systems in support of centralized signal control deployments. Additionally, he has extensive background in the public sector, where he designed and maintained the Traffic Management Center of the City of Costa Mesa for over 10 years.

Registration:
IMSA Level II Technician
#BE-864-17
IMSA Work Zone Certified
#AA-86417
Corning Inc.
International Fiber Systems (IFS)

Years of Experience: 21

Years with Firm: 7

Education:
Fullerton College
Engineering Technology

Rancho Santiago College
Project Management

Relevant Projects:

ITS and TMC Improvement Project, Seal Beach, CA – As Lead Design Engineer on this Citywide design-build turnkey project, Mr. Cox was responsible for the design and integration of multiple ITS improvements citywide; including installation of over six miles of fiber optic cable, 2070 IP based controllers, HD CCTV field upgrades and a newly designed Traffic Management Center (TMC) located at City Hall. The traffic network emphasized a redundant self-healing fiber backbone ring complete with VLAN and Layer 3 network switching capabilities. The project links three remote City buildings, provides seamless IP services to each and leverages the new City-wide Fiber Optic backbone to provide IT network intra-building communication at a reduced cost to the City.

Coachella Valley Association of Governments (CVAG) Regional Traffic Signal Synchronization Program – *Phase I* (Coachella Valley, Riverside County, CA) – Systems Engineer and Construction Support. CVAG has embarked on a major effort to advance the development and implementation of Intelligent Transportation Systems Programs in the Coachella Valley with an emphasis in the development of a smart region and prepare the region for integration of current and upcoming multi-modal transportation technologies, and smart mobility programs.

Citywide Fiber Optics Communication and Signal System Upgrade, PS&E, Lancaster, CA – Systems Engineer. The City of Lancaster received two grants from LA-METRO to update its traffic signal system: The North County ITS Expansion Project and the Traffic Signal System Modernization Project. These two citywide projects consisted of preparation of Plans, Specifications and Estimates for installation of 35 miles of fiber optics communications, wireless communications, CCTV cameras, and upgrade of traffic signal central system and controllers for 140 signalized intersections. Mr. Cox was the lead design engineer in this major task of connecting all traffic signals in the City of Lancaster and providing infrastructure for new Smart Cities initiatives.

smart cities
connected vehicles
traffic engineering
traffic signal synchronization
intelligent transportation systems
transportation planning/design
landscape architecture
active transportation
civil engineering
public works

1200 Roosevelt • Irvine, CA 92620 • Tel: (949) 861-4999
21700 Copley Drive, Suite 350 • Diamond Bar, CA 91765
445 S. Figueroa St., 31st Floor, Los Angeles, CA 90071
1300 Clay Street, Suite 600 • Oakland, CA 94612
3200 E. Guasti Rd., Suite 100 • Ontario, CA 91761
1008 W. Ave. M14, Suite A/D115 • Palmdale, CA 93551
73710 Fred Waring Dr., Suite 120, Palm Desert, CA 92260
111 North Market Street, Suite 300 • San Jose, CA 95113
506 Second Ave., Suite 1400 • Seattle, WA 98104

www.advantec-usa.com

EXHIBIT “B”
COMPENSATION RATES AND CHARGES

ADVANTEC
Because We

May 27, 2021

Mr. Michael Plotnik, T.E., Traffic Manager
City of La Habra
110 E. La Habra Boulevard
La Habra, CA 90631

SUBJECT: **Traffic and Transportation Engineering Services in the City of La Habra**
FY 2021/2022 through FY 2026/2027

Dear Michael,

ADVANTEC Consulting Engineers, Inc. (**ADVANTEC**) is pleased to submit our Fee Schedule/Rate Table for the duration of the agreement to provide the City of La Habra with professional traffic/transportation engineering services on an on-call/as-needed basis.

Once a task order is initiated for the On-Call Professional Engineering Services, ADVANTEC's professional services fee will be based on our designated office personnel and associated rate ($/hour). All charges will be on an hourly basis with a "Not-To-Exceed Fee" which will include conservatively estimated reimbursable expenses as submitted with and made a part of said ADVANTEC's proposal. Our billing rates for all personnel categories that may work under this agreement are attached. These rates are in effect for the duration of the agreement.

We are looking forward working with the City of La Habra. If you have questions, please contact me via my mobile phone at 949-636-0646 or at cortiz@advantec-usa.com

Sincerely,

Carlos Ortiz, PE, TE, PTOE
COO and Project Director

HOURLY RATES

The following provides the cost of a California Licensed Traffic Engineer, Mr. John Dorado, PE (Civil), at a man-hour allocation of 36 hours per month:

Personnel	Position/Title	License	Hourly Rate	Cost @ 36 Hours Per Month
John Dorado, PE	Project Manager VII	PE (Civil)	$230	$8,280

ADVANTEC will provide on-call services using the hourly rates by classification in the table below:

Hourly Rates per Classification

Effective January 2021

Classification	Rate
Project Director III	$320 / hour
Project Director II	$300 / hour
Project Director I	$280 / hour
Project Manager/Senior Engineer VIII	$250 / hour
Project Manager/Senior Engineer VII	$230 / hour
Project Manager/Senior Engineer VI	$200 / hour
Project Manager/Senior Engineer V	$180 / hour
Project Engineer / Planner IV	$160 / hour
Project Engineer / Planner III	$140 / hour
Project Engineer / Planner II	$130 / hour
Associate Engineer / Planner I	$120 / hour
Assistant Engineer	$110 / hour
Design Technician V	$140 / hour
Design Technician IV	$120 / hour
Design Technician III	$100 / hour
Administrative III	$110 / hour
Administrative I	$ 95 / hour

Direct Costs

Mileage	$0.56/mile
In House Plotting (Mylar)	$20.00 per D-size sheet
In House Plotting (Bond)	$10.00 per D-size sheet
Subconsultants and Other Direct Costs	At Cost