



PROPOSAL FOR HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) CYCLE 9 TRAFFIC SIGNAL IMPROVEMENTS

PREPARATION OF PS&E & CERTIFICATION,
RFA (CONSTRUCTION) TO CALTRANS AND
CONSTRUCTION SUPPORT
CITY PROJECT NO. 1-TC-19
FEDERAL PROJECT NO. HSIPL-5266(029)
CITY OF LA HABRA



SEPTEMBER 8, 2022



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SECTION 3 | REQUIRED FORMS

NOT PART OF PAGE COUNT

Exhibit 10-O1
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SECTION 4 | COST PROPOSAL

NOT PART OF PAGE COUNT

Our Cost Proposal is included in a separate sealed envelope.
Exhibit 10-K and Exhibit 10-H
Hourly Rates

SECTION 5 | DBE PARTICIPATION

NOT PART OF PAGE COUNT

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Standard Agreement
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Copies of the professional credentials
CL Surveying and Mapping DBE Certification



2141 W. Orangewood Avenue, Orange, CA 92868

T: (714) 573-0317 | F: (714) 573-9534 | www.koacorp.com
MONTEREY PARK ORANGE ONTARIO SAN DIEGO LA QUINTA CULVER CITY



SECTION 1 | LETTER OF TRANSMITTAL

DATE

September 8, 2022

TO

Mr. Michael Plotnik, TE
Traffic Manager
City of La Habra
Engineering Division
110 East La Habra
Boulevard
La Habra, CA 90631

LEGAL COMPANY NAME

KOA Corporation

CORPORATE INFO

1100 Corporate Center
Drive, Suite 201
Monterey Park, CA 91754
T (323) 260-4703
F (323) 260-4705

FROM AUTHORIZED PRINCIPAL

Ms. Min Zhou, PE
CEO/President
(323) 260-4703
mzhou@koacorp.com

PROPOSED PROJECT MANAGER

Mr. Shirjeel Muhammad, PE
Project Manager
Director of ITS | Sr.
Engineer
(714) 923-6288
smuhammad@koacorp.com

RFP: Highway Safety Improvement Program (HSIP) Cycle 9 Traffic Signal Improvements Preparation of PS&E & Certification, RFA (Construction) to Caltrans and Construction Support City Project No. 1-TC-19 | Federal Project No. HSIPL-5266(029)

Dear Mr. Plotnik

KOA Corporation (KOA) is pleased to submit the enclosed proposal to provide engineering services for the HSIP Cycle 9 Traffic Signal Improvement Project for the City of La Habra. The engineering services provided for this project includes the preparation of plans, specifications and estimates (PS&E) for the six most critical signalized intersections.

We understand that the City has successfully secured the Highway Safety Improvement Program Cycle 9 grant to improve six (6) Traffic Signals within the City limits. These locations were chosen strictly based on historical collision data. The most common primary collision factors identified are unsafe speed, out dated traffic signals and signs, and improper turning. There were total of three (3) eligible countermeasures (CM) selected by the City for the safety improvements:

- CM S2 - Improve signal hardware: lenses, back-plates with retroreflective borders, mounting, size, and number
- CM S6 – Provide protected left-turn phase (left-turn lane already exists)
- CM S17: Install left-turn lane and add turn phase (signal has no left-turn lane or phase before)

These countermeasures were chosen as a part of “systemic” approach to improve safety throughout the City. It’s anticipated that the application of these measures at the subject intersections would reduce rear end collisions, signal right-of-way violations, and pedestrian and bicycle related injuries. The City expects to get the benefit cost ratio of about 19 post construction.

As a part of the HSIP Cycle 9 grant award, the City received \$784,600 in order to provide the Traffic signal related safety improvements as listed above.



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We have provided a detailed scope of services in our proposal to accomplish these objectives.

KOA is one of the leading traffic engineering firms in Southern California. Our firm has six offices in Southern California and approximately 100 staff members, including California-registered civil engineers, traffic engineers, and certified planners. In addition to the KOA staff we have proposed for this project, we have included three subconsultants on our team to perform Surveying and Environmental tasks. Out of those, we have CL-Surveying and Mapping, Inc, as the DBE subconsultant.

Our project team includes two subconsultants:

Subconsultant 1 - CL Surveying and Mapping, Inc. (DBE) | Contact: Lam Le, PLS, 400 East Rincon Street, Suite 202, Corona, CA 92879, (909) 484-4200, Lam@CL-Survey.com

CL Surveying and Mapping, Inc. has been a subconsultant to KOA for 2 years. They have been providing Land Surveying services.

Subconsultant 2 - Ecorp Consulting, Inc. | Contact: David Atwater, Senior Environmental Planner, 3838 Camino Del Rio North, Suite 370, San Diego, CA 92108, (858) 279-4040, datwater@ecorpconsulting.com

Ecorp has been a subconsultant to KOA for more than five years. They have been providing CEQA/NEPA and environmental technical analysis services.

STANDARD AGREEMENT

KOA and our Surety have reviewed the City's Standard Professional Services Agreement and recommends minor revision in order to be aligned with industry standards. We have included our requested deviations from the standard agreement in the Appendix section.

This proposal is valid for 90 calendar days from the date of submission. KOA acknowledges that we have received and reviewed all provided documents pertaining to the RFP. KOA acknowledges receipt of Addendum No. 1 and Addendum No. 2 posted on August 24, 2022 and September 1, 2022, respectively.

Thank you for this opportunity to offer our services. As a firm principal, I attest that the information in this proposal is true and correct and I am authorized to bind the firm contractually. Should you have any questions during the selection process, please feel free to contact me at (323) 260-4703 or mzhou@koacorp.com.

Sincerely,
KOA Corporation

Min Zhou, PE
CEO/President



City of La Habra

CITY HALL – ENGINEERING DIVISION

“A Caring Community”

110 E. La Habra Boulevard
Post Office Box 337
La Habra, CA 90633-0785
Office: (562) 383-4151

August 24, 2022

ADDENDUM NO. 1

**FOR: HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 9
TRAFFIC SIGNAL IMPROVEMENTS, PREPARATION OF PS&E &
CERTIFICATION, RFA (CONSTRUCTION) TO CALTRANS AND
CONSTRUCTION SUPPORT, CITY PROJECT NO. 1-TC-19, FEDERAL
PROJECT NO. HSIPL-5266(029)**

To all prospective proposers for HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 9 TRAFFIC SIGNAL IMPROVEMENTS PREPARATION OF PS&E & CERTIFICATION, RFA (CONSTRUCTION) TO CALTRANS AND CONSTRUCTION SUPPORT, CITY PROJECT NO. 1-TC-19, FEDERAL PROJECT NO. HSIPL-5266(029).

The intent of this Addendum No. 1 is to include the following revisions, additions and/or deletions; and is hereby made a part of the request for proposal documents.

- A. The ‘Section V – Professional Services Agreement for HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 9 TRAFFIC SIGNAL IMPROVEMENTS PREPARATION OF PS&E & CERTIFICATION, RFA (CONSTRUCTION) TO CALTRANS AND CONSTRUCTION SUPPORT, CITY PROJECT NO. 1-TC-19, FEDERAL PROJECT NO. HSIPL-5266(029) shall be referred to herein as the Professional Services Agreement.
1. To Professional Services Agreement, from Local Assistance Procedures Manual (LAPM) Forms, Exhibit 10-R A&E Boilerplate Agreement Language, Article XXXII Title VI Assurances; Appendix A and E shall be included as part of the Professional Services Agreement. Appendix A and Appendix E shall be included at the end of the Professional Services Agreement after page 38.

Include a statement of acknowledgement noting that you received Addendum No. 1 and include the acknowledgement letter after the cover letter. The acknowledgement letter will not count towards your final page count.

Date: August 24, 2022

BY ORDER OF THE CITY OF LA HABRA

BY:

Michael Plotnik, T.E.
Traffic Manager



City of La Habra

CITY HALL – ENGINEERING DIVISION

“A Caring Community”

110 E. La Habra Boulevard
Post Office Box 337
La Habra, CA 90633-0785
Office: (562) 383-4151

September 1, 2022
ADDENDUM NO. 2

**FOR: HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 9
TRAFFIC SIGNAL IMPROVEMENTS, PREPARATION OF PS&E &
CERTIFICATION, RFA (CONSTRUCTION) TO CALTRANS AND
CONSTRUCTION SUPPORT, CITY PROJECT NO. 1-TC-19, FEDERAL
PROJECT NO. HSIPL-5266(029)**

To all prospective proposers for HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 9 TRAFFIC SIGNAL IMPROVEMENTS PREPARATION OF PS&E & CERTIFICATION, RFA (CONSTRUCTION) TO CALTRANS AND CONSTRUCTION SUPPORT, CITY PROJECT NO. 1-TC-19, FEDERAL PROJECT NO. HSIPL-5266(029).

The intent of this Addendum No. 2 is to include the following revisions, additions and/or deletions; and is hereby made a part of the request for proposal documents.

A. Response to Proposal Questions

1. Per the RFP (page 9), it stated the page limit does not include the outside cover, table of contents, resumes, section dividers, and cover letters. Please confirm that required forms are **not** part of the page count of 30 pages.
 - a. Response: Required Local Assistance Procedure Manual Forms will **not count** towards the final page count.

Include a statement of acknowledgement noting that you received Addendum No. 2 and include the acknowledgement letter after the cover letter. The acknowledgement letter will not count towards your final page count.

Date: September 1, 2022

BY ORDER OF THE CITY OF LA HABRA

BY:

Michael Plotnik, T.E.
Traffic Manager



FIRM BACKGROUND

Founded in 1987, KOA Corporation (KOA) is a leading provider in professional services in transportation engineering, mobility planning, and construction management for public agencies and private sector clients. We offer our clients technical knowledge, innovative solutions, and responsive services. Our focus on safety for all travelers is the foundation of our professional practice. KOA engineers, planners, construction field specialists, and project managers all take pride in our well-established reputation as Transportation Safety Experts. The hallmark of our success is our dedication to each and every project and our desire to leave a legacy of extraordinary contribution to our communities. Our staff includes registered civil and traffic professional engineers, certified transportation planners, certified road safety professionals, project/construction managers, and construction inspectors. With six offices located in Southern California, KOA provides professional consulting services for some of the largest public-works and planning projects for all modes of transportation throughout California.

FINANCIAL CONDITION

KOA has a strong financial history and a positive financial outlook. The firm is in excellent financial condition and has no bankruptcies, planned office closures, or pending mergers. For pending litigation, please see **Section 7 Appendix**, but the litigation will not impede our ability to complete the project. The firm has an annual sales projection that has increased in each year of the firm's existence because of diversification and expansion of our planning and design services.

KOA'S ROLE(S) AND RELATED EXPERIENCE/ EXPERIENCE IN WORKING WITH CALTRANS, CALTRANS LOCAL ASSISTANCE, AND LOCAL AGENCIES

TRAFFIC ENGINEERING

KOA has extensive experience in traffic and civil engineering design and has provided traffic and civil engineering services on many awarded winning projects throughout Southern California. Our staff of registered professional engineer and designers has extensive knowledge of standards and specifications such as the California Manual on Uniform Traffic Control Devices, Highway Design Manual, Highway Capacity Manual, and Standard Plans for Public Works Construction, Caltrans Standard Plans and Specifications. We also have knowledge and experience in preparing Caltrans Encroachment permits, PEER and Fact

TYPES OF SERVICES

Transportation Engineering
Highway & Roadway Design
Signals, Signing & Striping,
Traffic Control Plans
Traffic Operations & ITS
Mobility Planning
(Multimodal)
Complete Streets Planning &
Design
Active Transportation (Ped
& Bike, SRTS, First Mile/Last
Mile)
Grant Writing &
Management
Assessment of
Transportation Impacts
Safety Implementation (HSIP,
ADA, LRSP, SSARP, & SS4A)
Construction Management
& Inspection

PROJECT OFFICE LOCATION

2141 W. Orangewood
Avenue
Orange, CA 92868

MAIN CONTACT

Mr. Shirjeel Muhammad, PE
Project Manager
Director of ITS | Sr. Engineer
(714) 923-6288
smuhammad@koacorp.com



sheets. Our services include, but are not limited to traffic circulation study, transportation demand management plans, transit and access improvement plans, parking analysis and management measures, signal timing, engineering & traffic survey, collision data analysis, road safety audits and systemic safety analysis, signal and left-turn warrants, signing & striping design, bicycle facilities design, traffic signal, Intelligent Transportation Systems (ITS), Traffic Management Systems (TMS), street lighting, worksite traffic control plan, traffic signal system inventory and master plan.

KOA staff are very familiar in managing the federal-aid requirements for Highway safety improvement projects including request for authorization to proceed with the different phases of the project (Design, right-of-way and construction). We are experienced with Caltrans Guidelines for state and federal funds and in managing Caltrans billings to maintain compliance with the Local Assistance Procedures Manual (LAPM). Our staff work closely with Caltrans District 8 DLAE. We often manage federally funded projects that require the utilization of disadvantaged business enterprise (DBE) firms. KOA is experienced in leading Local Highway Safety Improvement Program (HSIP) projects to install intersection and roadway upgrades that would benefit the community. Some of our recent projects have had experimental aspects, which have required special permission from the Federal Highway Administration (FHWA) for implementation.

Traffic Signal Improvements

KOA has completed several comparable projects for various agencies in recent years. We have provided intersection/traffic signal modification design for over 2,500 intersection in California, and more than 30 intersections of them were federally funded through the HSIP. KOA is well known for applying the specialized attention needed for proper traffic signal and lighting design. Our emphasis is to collect accurate "as-built" information, by means of meticulous field investigations. We send experienced field personnel to the job site to conduct an inventory of existing signal equipment, existing geometric roadway information, location of above-ground and subterranean utilities, location of possible electrical service points, and location of existing or proposed traffic signal interconnect. Our traffic signal designs conform to the standards used by governmental agencies and city and regional governments. We are very familiar with the technical design required and the importance of keeping a schedule to maintain and allocate the funds through Caltrans Local Assistance.



RELEVANT EXPERIENCE - CALTRANS HSIP PROJECTS

KOA has worked on numerous HSIP projects. We are very well aware of the Caltrans requirements for HSIP projects. The following list denotes the recent HSIP project experiences:

Cycle #	City	Project Description	Traffic Signal	Signing & Striping	Intelligent Transportation Systems (ITS)	Traffic Control Plan	Signal System Inventory	Road Safety Audits and Systemic Safety Analysis	PS & E	Design Construction Support	Environmental Clearance	Grant Writing
HSIP Cycle 10	Twentynine Palms	HSIP Grant Application	x	x				x				x
HSIP Cycle 9	Lake Elsinore	HSIP Cycle 9 Traffic Signal Improvements	x			x	x		x	x	x	
HSIP Cycle 9	San Bernardino	HSIP Cycle 9 Advanced Dilemma Zone Detection	x	x	x	x			x	x	x	x
HSIP Cycle 9	Anaheim	HSIP Cycle 9 Grant Application						x				x
HSIP Cycle 9	Placentia	Citywide Cycle 9 HSIP Improvements	x	x	x	x		x	x	x	x	
HSIP Cycle 9	Rialto	HSIP Cycle 9 Consultant Grant Writing Services						x				x
HSIP Cycle 9	Desert Hot Springs	HSIP Grant Application		x				x				x
HSIP Cycle 8	South Pasadena	HSIP and SSARP Grant Applications						x				x
HSIP Cycle 8	Pico Rivera	Traffic Signal Upgrades Citywide HSIP Cycle 8	x	x					x	x	x	
HSIP Cycle 8	Anaheim	HSIP Cycle 8 Euclid St and Glenoaks Ave Signal and Median Islands	x	x	x	x	x		x	x	x	
HSIP Cycle 8	Yorba Linda	Citywide Ped Signal Head Upgrades	x				x	x	x	x	x	x
HSIP Cycle 8	Imperial County	Traffic Sign Audit at Five Roadway Corridors		x					x			
HSIP Cycle 7	Monterey Park	HSIP Cycle 7 Traffic Signal Improvement	x	x					x			
HSIP Cycle 7	Culver City	HSIP Cycle 7 Grant Application										x
HSIP Cycle 7	Palm Springs	HSIP Cycle 7 Traffic Signal	x	x		x			x	x		
HSIP Cycle 7	Pico Rivera	Traffic Signal Upgrades Citywide HSIP Cycle 7	x	x	x		x		x	x	x	
HSIP Cycle 7	South El Monte	HSIP Cycle 7 Santa Anita Signal Modification	x						x	x	x	
HSIP Cycle 6	Redlands	HSIP Cycle 6 Traffic Signal System	x	x					x	x	x	
HSIP Cycle 6	Culver City	HSIP Signal Upgrade And Left Turn Phasing	x	x					x	x		
HSIP Cycle 6	Pico Rivera	Traffic Signal Upgrades Citywide HSIP Cycle 6	x	x	x	x	x		x	x	x	
HSIP Cycle 6	South Pasadena	In Roadway Warning Light Systems Cycle 6	x	x					x	x	x	
HSIP Cycle 6	Banning	Signal Optimization for Citywide Traffic Signal System	x	x			x	x	x	x	x	x
HSIP Cycle 6 & 8	Orange	Traffic Signal Upgrades Citywide HSIP Cycle 6 & 8	x	x		x	x	x	x	x	x	
HSIP Cycle 5	Manhattan Beach	HSIP Cycle 5 Pedestrian Improvements at 21 Intersections	x	x					x			
HSIP Cycle 5	Orange	HSIP Grant Applications for Various Locations										x



SUBCONSULTANT - CL SURVEYING AND MAPPING - FIRM BACKGROUND

CL Surveying & Mapping, founded in 2007, is a Certified DBE, MBE and SBE Land Surveying Firm with 3 licensed Professional Land Surveyors. Their teams of qualified and experienced surveyors provide their Clients the most cost efficient, professional and personalized services in the industry. Their Principals are all experienced, licensed land surveyors; they are signatory to the labor agreement with the Operating Engineers Local 12 allowing their firm to access a large pool of experienced surveyors to staff any size project. Their staff provides field and office survey services for construction staking of utilities, street construction and site developments. They prepare Design Surveys as base mapping for Street Improvement Designs, utility routing, drainage studies and site development or redevelopment. They are experts in the integration of field survey and record data with digital aerial mapping and orthophotography.

SPECIFIC ROLE AND RELATED EXPERIENCE

Land Surveying Services

TYPES OF SERVICES

Design Surveys
Construction Surveys
Rail Surveys

SUBCONSULTANT - ECORP - FIRM BACKGROUND

Established in 1987, ECORP Consulting, Inc. (ECORP) is a California "S" Corporation that specializes in assisting government agencies and private clients with a wide range of environmental services including technical expertise in land use planning; biological, cultural, and water resources; and regulatory compliance with California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA), Clean Water Act, federal and state Endangered Species Acts, National Historic Preservation Act (NHPA), and other laws and regulations. ECORP has well-established working relationships with the resources agencies, including the U.S. Army Corps of Engineers (USACE), California Department of Fish and Wildlife (CDFW), Regional Water Quality Control Board (RWQCB), and the U.S. Fish and Wildlife Service (USFWS).

SPECIFIC ROLE AND RELATED EXPERIENCE

Environmental compliance and approval. ECORP Consulting, Inc. (ECORP) is experienced in the preparation of Preliminary Environmental Study (PES) forms for projects per Caltrans' Local Assistance Procedures Manual (LAPM).

TYPES OF SERVICES

CEQA/NEPA Documentation;
Biological Resources; Cultural Resources; Permitting, Restoration, and Land Management; Paleontology; Water Resources; Land Use Planning; GIS; Unmanned Aerial Systems (UAS); Noise Monitoring and Analysis; Air Quality and Greenhouse Gas Emissions Modeling

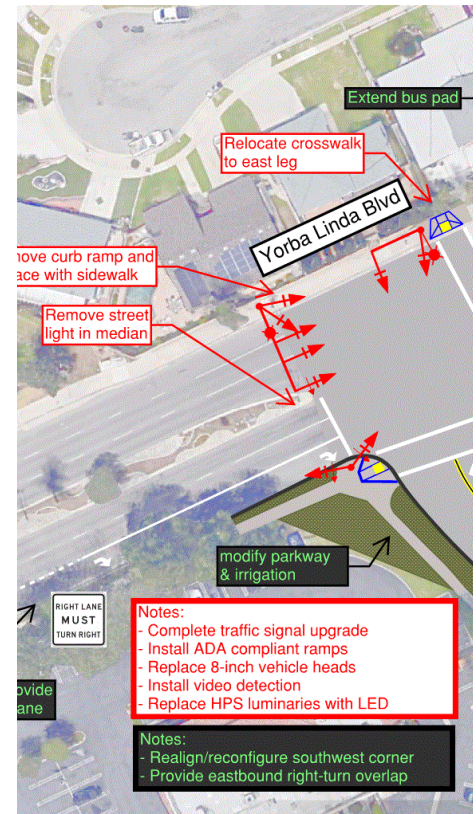
RELEVANT PROJECTS

PLACENTIA HSIP CYCLE 9 PS&E

PLACENTIA, CA | KOA

KOA provided professional civil/traffic engineering services for the Citywide Cycle 9 HSIP Project (H9-12-010). The project includes the preparation of plans, specifications and estimates (PS&E) for intersection improvements at five (5) signalized intersections, funding administration and construction support. The project intersections include Bastanchury Road/Valencia Avenue, Yorba Linda Boulevard/Kraemer Boulevard, Yorba Linda Boulevard/Palm Drive, Kraemer Boulevard/Madison Avenue, & Chapman Avenue/Bradford Avenue. The improvements consist of incorporation of left turn phasing and upgrading select traffic signal hardware. The improvements at Yorba Linda Boulevard/Palm Drive include eliminating the free right-turn and installing a right turn overlap phase to decrease added delay and improve safety for pedestrians/cyclists. KOA also assisted the City to obtain the E76 for Preliminary Engineering and Construction. The key was to submit complete and detailed documentation to Caltrans District Local Assistant Engineer in a timely manner to allocate funding by a predetermined schedule.

REFERENCE - Masoud Sepahi, City Engineer, 401 E. Chapman Ave, Placentia, CA 92870, (714) 993-8148, msepahi@placentia.org



ORANGE MULTIPLE HSIP CYCLE 6 & CYCLE 8 SIGNAL IMPROVEMENT PROJECTS

ORANGE, CA | KOA

As part of our on-call contract with the City, KOA prepared complete PS&E to implement protected/protected-permissive left-turn phasing for four City intersections, funded by federal Highway Safety Improvement Program (HSIP) grants. The projects allowed the City to address additional deficiencies with gutter, drainage, and ADA-compliant curb ramps. The services included traffic signal improvement plans, signing and striping plans, civil plans, surveying services, ITS improvements, utility coordination, and coordination with Southern California Edison (SCE) for new electrical service connection.

REFERENCE - Medel Llanes, Senior Civil Engineer, 300 E. Chapman Ave, Orange, CA 92866, (714) 744-5535, mllanes@cityoforange.org



RELEVANT PROJECTS

LAKE ELSINORE HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) CYCLE 9 TRAFFIC SIGNAL IMPROVEMENTS

LAKE ELSINORE, CA | [KOA](#)

The City applied for the Highway Safety Improvement Program Cycle 9 grant in 2018 to upgrade 13 ADA ramps, and ten (10) existing traffic signals throughout the City. The locations were chosen based on historical collision data. The application was approved in late 2018 by Caltrans for full funding for environmental, PS&E, and construction phases. The City has obtained authorization from Caltrans to conduct the PE phase which includes environmental clearance and PS&E. KOA is providing the City with environmental and final design phase services related to Traffic Signal Improvements, Environmental, Final Engineering Plans, Specifications and Cost Estimate Services (PS&E), and Construction Support. The intent of the project is to construct traffic signal safety improvements. Highlights of these improvements include: installation of protected left-turn phase, advanced dilemma detection zone, and pedestrian countdown heads.

REFERENCE - Nick Lowes, Consulting Traffic Engineer, (951) 674-3124, nlowe_AWEBB@lake-elsinore.org



INTELLIGENT TRANSPORTATION SYSTEM (ITS) AND TRAFFIC MANAGEMENT SYSTEM (TMS) PROJECT

AZUSA, CA | [KOA](#)

This project is the City of Azusa's first Intelligent Transportation System (ITS) and Traffic Management System (TMS) Project. The funding sources for this project are mainly through a Los Angeles County Metropolitan Transportation Authority (LACMTA) Proposition C Grant and other City available funds. The City of Azusa hired KOA to provide ITS assessment study and recommendation, traffic, traffic signal design, centralized traffic control system, fiber and wireless communication, and monitoring upgrade monitoring system design, construction management, and inspection services for their the- new ATMS. The project budget was approximately \$6.8 million to provide traffic improvements at total of fifty-two project intersections that includes installation of intersection signal equipment, detection systems, a centralized traffic control and monitoring system, signal timing, improved street layout at Foothill Boulevard and Alostia Avenue, and upgrade curb ramps at project intersections.

REFERENCE - Christina Curiel, Public Works Project Manager, (626) 812-5247, ccuriel@AzusaCA.gov



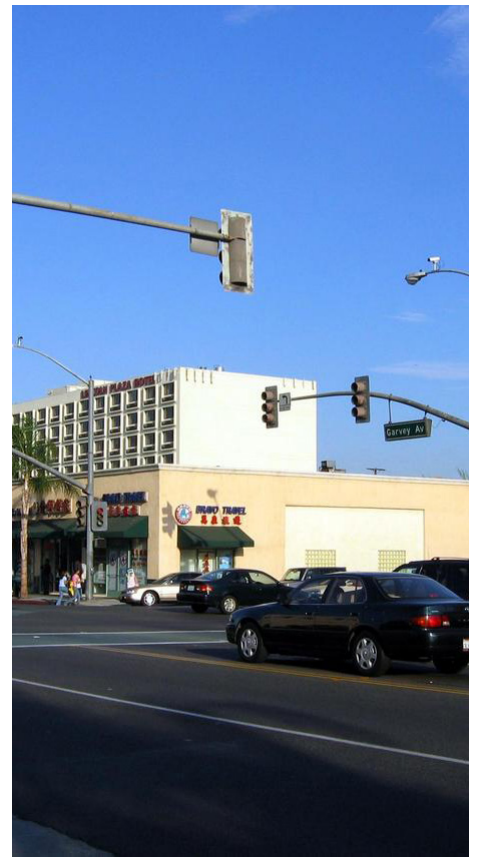
RELEVANT PROJECTS

ATLANTIC IMPROVEMENTS PLAN/TRAFFIC SIGNAL SYNCHRONIZATION

MONTEREY PARK, CA | KOA

KOA performed a traffic signal analysis for the Atlantic Boulevard Corridor between Hellman Avenue and Newmark Avenue and a side street intersection located at Hellman Avenue and Mall Driveway, which encompassed seven signalized intersections, over a distance of roughly 4,000 feet. The project improved the signal communication at each intersection and provided a better traffic flow along the project corridor. KOA's scope of work included conducting a field review and inventory, the preparation of traffic improvement recommendations, traffic signal modification plans, signing and striping modification plans, and signal timing sheets. The proposed traffic improvements included wireless signal interconnect to improve the traffic signal communications, modification of signal phasing to provide better traffic movements, providing countdown pedestrian indications and accessible pedestrian signals, and the modification of the existing striping to improve pedestrian crossing and traffic movement. The signal timing was prepared with the Synchro Program to comply with both the City's and the California Manual on Uniform Traffic Control Devices (CA MUTCD) requirements.

REFERENCE - Rey Alfonso, City Engineer, 320 West Newmark Ave, Monterey Park, CA 91754, (626) 307-1330, alfonso@montereypark.ca.gov

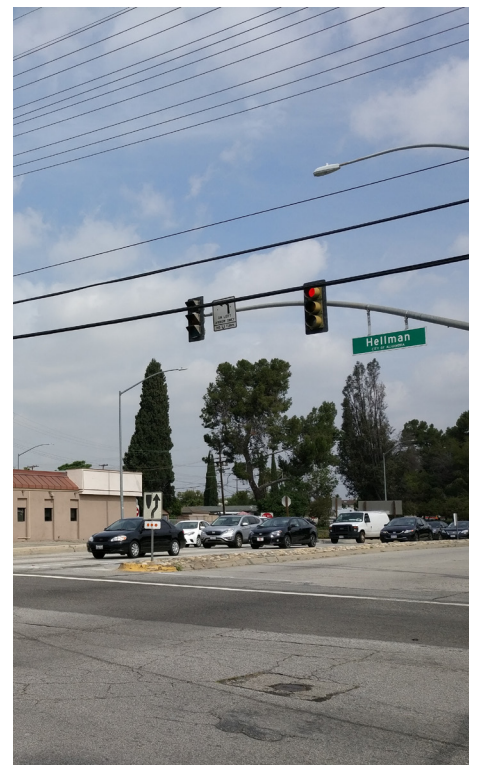


MONTEREY PARK TRAFFIC SIGNAL IMPROVEMENT PROJECT HSIP CYCLE 7

MONTEREY PARK, CA | KOA

KOA provided traffic engineering services for the HSIP Cycle 7 Traffic Signal Improvement Project. It included the preparation of plans, specifications, and estimates for traffic signal modifications at three intersections to accommodate proposed flashing yellow left arrow phasing, upgraded signal equipment, and the installation of new ADA compliant curb ramps at each intersection. The project locations included Garfield Avenue/Hellman Avenue, Garfield Avenue/Emerson Avenue, and Alhambra Avenue/Hellman Avenue/Almansor Street. KOA coordinated with the cities of Monterey Park and Alhambra for plan approvals.

REFERENCE - Rey Alfonso, City Engineer, 320 West Newmark Ave, Monterey Park, CA 91754, (626) 307-1320, alfonso@montereypark.ca.gov



RELEVANT PROJECTS

SOUTH PASADENA FAIR OAKS AVENUE SIGNAL/ METRO ATMS IMPROVEMENT PROJECT HSIP CYCLE 7

SOUTH PASADENA, CA | KOA

KOA provided PS&E engineering design services, signal timing services, and ITS/traffic management center (TMC) services for signal and interconnect improvements for 20 of the City's signalized intersections, funded through a combination of HSIP and Metro grants. The improvements included interconnecting the City of South Pasadena's signals with the County TMC for monitoring and providing direct fiber links from the City of Pasadena to the County's Information Exchange Network (IEN). KOA performed an exploratory investigation of existing signal interconnect cable, inclusive of 36 signals and four miles of fiber, conduit, and pull boxes to produce design and cost estimate alternatives.

REFERENCE - Tatevik Barakazyan, Associate Civil Engineer, 1414 Mission Street, South Pasadena, CA 91030, (626) 403-7218, tbarakazyan@southpasadenaca.gov

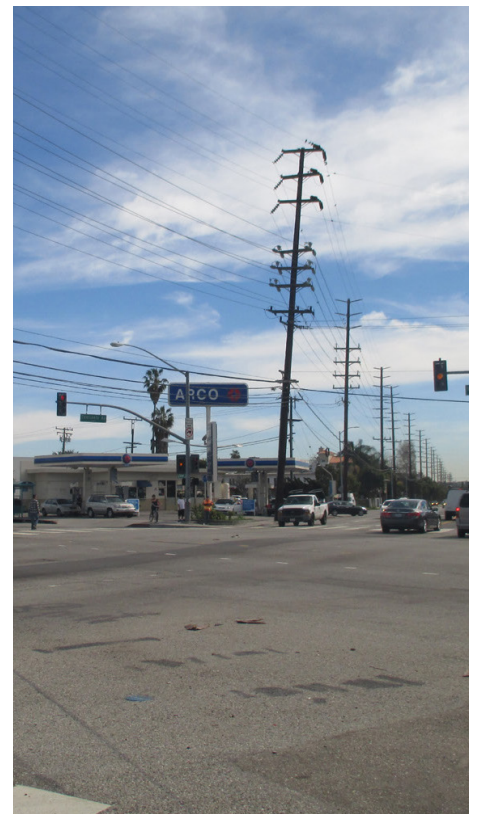


CULVER CITY SIGNAL UPGRADE AND LEFT TURN PHASING HSIP CYCLE 6

CULVER CITY, CA | KOA

The City of Culver City contracted with KOA Corporation to study, analyze, and develop recommendations for the installation of left turn signal phasing at seven existing traffic signals. The sites included the four intersections on the perimeter of Sepulveda Boulevard, Washington Boulevard, Centinela Avenue, and Washington Place, and three intersections along Jefferson Boulevard located at Duquesne Avenue, Jordan Way, and Machado Road. The project included recommendations on alternative methods of detection, evaluation of left turn and split phasing through microsimulation, preparation of signal timing charts, design of traffic signal modifications, and preparation of specifications and estimates. KOA also provided assistance during construction. The project was funded through the Federal Highway Safety Improvement Program (HSIP).

REFERENCE - Hong Wang, Senior Civil Engineer, 9770 Culver Boulevard, Culver City, CA 90232, (310) 253-5604, hong.wang@culvercity.org



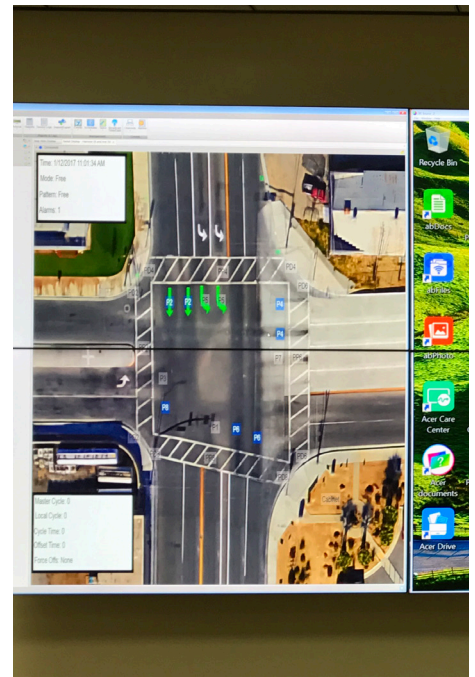
RELEVANT PROJECTS

COACHELLA ST-68 TRAFFIC SIGNAL SYNCHRONIZATION PROJECT (TSSP)

COACHELLA, CA | [KOA](#)

KOA provided ITS and signal design services for the Traffic Signal Synchronization and ITS Infrastructure Phase I Deployment of the City's ITS Master Plan. The scope included complete PS&E for controller upgrades, ITS hardware & software upgrades, new 72 single mode fiber optic interconnect of all City intersections, redundant wireless interconnect and the PS&E to construct a new Traffic Management Center (TMC). Signal synchronization and timing Implementation for 16 City traffic signals were included, as well as timing implementation and training for City staff for TMC operation. KOA provided field inspection of the signal controller, fiber optic cable installation, and the construction of the new traffic management center of the project.

REFERENCE - Oscar Espinoza, PE, Senior Civil Engineer, 1515 Sixth Street, Coachella, CA 92236, (760) 398-5744, oespinoza@coachella.org



PALM STREET IMPROVEMENTS

LA HABRA, CA | [CL Surveying and Mapping, Inc.](#)

CL Surveying and Mapping Inc. provided a field topographic survey as well as supplemental design surveys. We also provided the Right of Way Legal Descriptions This project was located on Palm Street from La Habra Boulevard to the North City Limits from Back of walk to back of walk.

REFERENCE - Joe Buckner, Senior Engineer, 3737 Birch Street, Suite 250, Newport Beach, CA 92660, (949) 428-1500, jbuckner@adurra.com

NEWPORT BOULEVARD WIDENING IMPROVEMENTS

COSTA MESA, CA | [CL Surveying and Mapping, Inc.](#)

CL Surveying and Mapping teamed up with Onward Engineering on this project. We performed a field topographic survey of Newport Boulevard from 19th Street to 17th Street. The project design will include widening southbound Newport Boulevard between 19th Street and Superior Avenue to address operational deficiencies and accommodate current and projected traffic volumes.

REFERENCE - Muhammad Ataya, Operations Manager, 300 S. Harbor Blvd., Suite 814, Anaheim, CA 92805 USA, (714) 533-3050, muataya@oe-eng.com

HSIP CYCLE 9 LAKE ELSINORE TRAFFIC SIGNAL IMPROVEMENTS PROJECT

LAKE ELSINORE, CA | [ECORP](#)

In 2018 the City of Lake Elsinore applied for a Highway Safety Improvement Program (HSIP) Cycle 9 grant to upgrade ten existing traffic signals. The traffic signal locations were chosen based on historical collision data. In late 2018 the grant was approved by Caltrans for the environmental, PS&E, and construction phases. Caltrans' Division of Local Assistance served as the administering agency for the approval and dispersal of funds. As such, both state and federal environmental documentation was prepared to satisfy CEQA and NEPA, in compliance with Caltrans' Local Assistance Program. ECORP prepared a Caltrans Preliminary Environmental Study (PES) form and associated PES attachments.

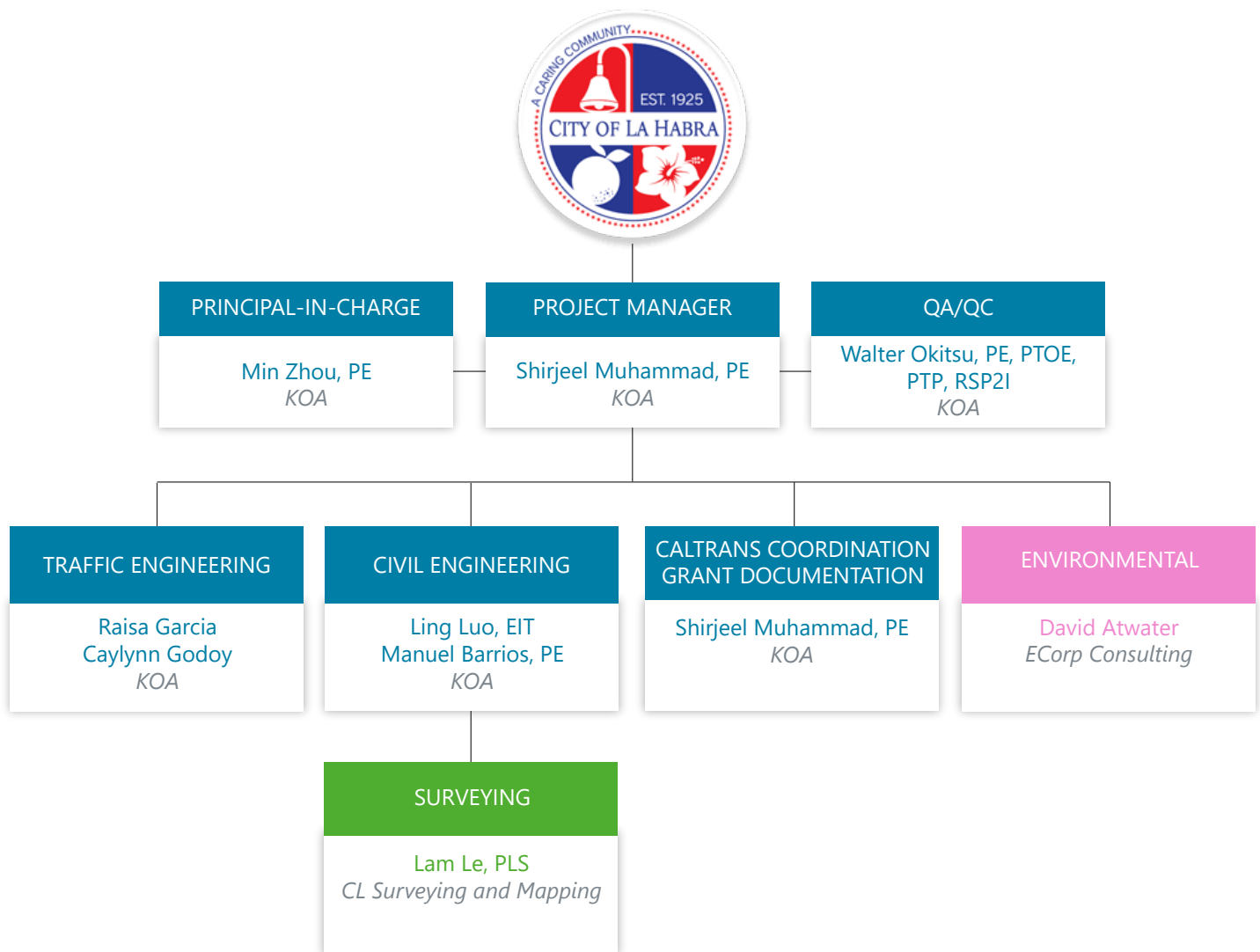
REFERENCE - Remon Habib, P.E., City Engineer, 951-674-3124, rhabib@lake-elsinore.org

SECTION 2 | TECHNICAL PROPOSAL - B. PROPOSED STAFFING AND PROJECT ORGANIZATION



STAFF AVAILABILITY OF KEY PERSONNEL

We have carefully chosen KOA’s team members from experienced professionals who collectively have the relevant skills and experience to bring this project to a successful conclusion. Our team includes three subconsultant firms; ECORP Consulting Inc. (for Environmental) and CL Surveying and Mapping (for Surveying). We have worked with these two firms in the past, and recognize them as experienced professionals who will help make this project a success. Please see below the Organizational Chart for that identifies individuals that are available to provide associated roles for this contract on a continuous basis to support the City’s needs. We assure you that our key personnel will be assigned to the project for its duration and will not be removed or replaced without the prior written concurrence of the Commission.



RESUMES



SHIRJEEL MUHAMMAD, MS, PE PROJECT MANAGER | DIRECTOR OF ITS KOA



Mr. Shirjeel Muhammad, MS, PE, a Licensed Traffic Engineer in the State of California, USA. He has more than 20 years of Traffic engineering, Traffic Safety, Transportation planning and Infrastructure Project management experience with supervisory responsibilities both in private and public sectors. His portfolio involves traffic impact studies, travel demand modeling, traffic operations, corridor studies, simulations, parking demand, internal/external circulation, site access, accident study, warrant studies, traffic signal synchronization, preparation/review of signing/markings plans, traffic management plans, and traffic signal plans. He worked as a City Traffic Engineer for 5+ years for the City of Rialto, CA. Most recent work includes managing contracts from preliminary engineering to notice of completion and ITS which includes establishment of citywide GIS system, city traffic management center (TMC) and developing a statewide ITS infrastructure procurement strategy. Recently he worked for Ashghal (Public Works Authority) in the State of Qatar as a Senior Traffic Engineer to oversee design and operations of Traffic Signal Systems and ITS.

RELEVANT EXPERIENCE

Highway Safety Improvement Program (HSIP) Cycle 9 Traffic Signal Improvements, Lake Elsinore

Project Manager. The City applied for the Highway Safety Improvement Program Cycle 9 grant in 2018 to upgrade 13 ADA ramps, and ten (10) existing traffic signals throughout the City. The locations were chosen based on historical collision data. The application was approved in late 2018 by Caltrans for full funding for environmental, PS&E, and construction phases. The City has obtained authorization from Caltrans to conduct the PE phase which includes environmental clearance and PS&E. KOA is providing the City with environmental and final design phase services related to Traffic Signal Improvements, Environmental, Final Engineering Plans, Specifications and Cost Estimate Services (PS&E), and Construction Support. The intent of the project is to construct traffic signal safety improvements. Highlights of these improvements include: installation of protected left-turn phase, advanced dilemma detection zone, and pedestrian countdown heads.

EDUCATION

MSCE, Transportation Engineering, California State University, Long Beach, CA

BS, Engineering, NED University of Engineering and Technology, Karachi, Pakistan

REGISTRATIONS

Professional Engineer (PE), Traffic, CA #2274

PROFESSIONAL AFFILIATIONS

Institute of Transportation Engineers, Member

AVAILABILITY

75%

See Section 7 Appendix for a copy of the professional credential(s)

**Previous work experience*



HSIP Cycle 10 - Citywide Retroreflective Backplates on Traffic Signal Indicators, Eastvale

QA/QC Manager. KOA is providing engineering services for installing retroreflective borders along the backplates of traffic signal indicators. Project includes 39 signalized intersections along the City's major corridors throughout the City, which involves replacing existing backplates with new backplates that have high visibility borders under an HSIP grant.

Randolph Avenue Traffic Calming Improvements PS&E, Costa Mesa

Traffic Engineer. KOA is developing complete plans, specifications, and estimates (PS&E) for traffic calming improvements on Randolph Avenue and St. Clair Street, between Bristol Street and Baker Street. Our design work includes parallel and angled/diagonal on-street parking, a single-lane roundabout with a central island and raised splitter islands, crosswalks, ADA/pedestrian curb ramps, a street lighting plan, rectangular rapid-flashing beacons (RRFB), speed humps/cushions, and minor traffic signal modifications.

Traffic Signal Synchronization Project, Costa Mesa*

Project Manager. Shirjeel oversaw the City of Costa Mesa's Traffic Signal Synchronization Program, primarily funded by OCTA. His duties included the successful submission of grants, program management, and the review and approval of work submitted by on-board consultants for traffic signal equipment and ITS-related upgrades. Some of the upgrades consisted of choosing a signal communication medium, determining the on-route communication option to backhaul, and establishing strategic locations for CCTV and Smart detection cameras capable of discriminating between bike and vehicle actuation. Shirjeel also was responsible for reviewing and suggesting signal retiming, phasing sequence improvements, and synchronization.

Traffic Signal and ITS Infrastructure, Qatar*

Project Lead. Shirjeel had a hands-on role in traffic signal designs by converting various roundabouts due to heavy traffic volumes that resulted in long queues along arterials. He also reviewed ITS-related plans (which included passive fiber network installation) and locations for DMS along newly built freeways.

Traffic Signal and Signing and Striping, Various, CA*

Project Lead. Shirjeel designed and oversaw hundreds of traffic signal plans and signing and striping plans for numerous agencies across Southern California. He made sure each agency was contacted at the outset of the project to gather critical feedback such as design standards and requirements. This avoided back and forth questioning and reduced the number of plan checks. He was also responsible for the review of all traffic signal and striping plans during his tenure with public agencies.

Traffic Control Plans, Various, CA*

Project Lead. Shirjeel provided numerous traffic control diversion plans for some big projects such as the Riverside Avenue/I-10 Interchange in Rialto, the UPRR Undercrossing in Riverside, the Fairview Road/405 Interchange in Costa Mesa, the Harbor Boulevard/405 Interchange in Costa Mesa, and arterial closures in the State of Qatar. These projects required good coordination between the lead agency and the local agency. Shirjeel made sure that the timely review, technical support, and responses were provided to these design-build projects.

RESUMES



MIN ZHOU, PE

PRINCIPAL-IN-CHARGE | KOA

Min Zhou has 30 years of transportation engineering and planning experience with both private consultant companies and public agencies. She is knowledgeable in roadway design, traffic design, transportation modeling and studies, non-motorized transportation, database management, and statistical analysis. Min has managed several large-scale projects involving multiple stakeholder groups and has a reputation of delivering projects on-time and under budget.

RELEVANT EXPERIENCE

- Highway Safety Improvement Program (HSIP) Cycle 9 Traffic Signal Improvements, Lake Elsinore
- HSIP Grant Funding Projects for Local Southern California Agencies, Anaheim, San Bernardino, Orange, South Pasadena, Yorba Linda, Banning
- HSIP Engineering Design Project Grant Management for Local Southern California Agencies, South Pasadena, Orange, Anaheim, Banning
- HSIP Grant Management Projects for Local Southern California Agencies, Menifee, South Pasadena, Yorba Linda, Long Beach



EDUCATION

MS, Civil Engineering, Michigan State University, E. Lansing, MI
MS, Urban Planning, School of Architecture, Tsinghua University, Beijing, China
BS, Urban Planning, School of Architecture, Tongji University, Shanghai, China

REGISTRATIONS

Professional Engineer (PE),
Civil, CA #66448

See Section 7 Appendix for a copy of the professional credential(s)

WALTER OKITSU, PE, PTOE, PTP, RSP2I

QA/QC | KOA

Walter Okitsu has extensive experience in transportation planning and traffic design over a wide variety of highway, transit way, and bikeway projects. This includes designs for traffic signals, street lighting, signing & striping, and worksite traffic control. He has field and managerial experience on traffic impact, feasibility analysis, and circulation projects.

RELEVANT EXPERIENCE

- Highway Safety Improvement Program (HSIP) Cycle 9 Traffic Signal Improvements, Lake Elsinore
- HSIP Signal Upgrade and Left-Turn Phasing Project, Culver City
- Fair Oaks Ave HSIP Signal/Metro ATMS Improvements, South Pasadena
- Main Street/Barstow Road HSIP Signal Improvements, Barstow
- Traffic Management System Professional Engineering Services, Azusa
- ST-68 Traffic Signal Synchronization Project, Coachella
- Atlantic Boulevard Corridor Signal Synchronization, Monterey Park
- Santa Monica Boulevard Traffic Signal Improvements, West Hollywood
- Various Traffic Signal Synchronization Projects, Culver City



EDUCATION

MS, Transportation Engineering, University of California, Berkeley, CA
BS, Civil Engineering, California State University, Los Angeles, CA
BS, Math-Computer Science, University of California, Los Angeles, CA

REGISTRATIONS

Professional Engineer (PE),
Traffic, CA #1406 | Civil, CA #52655; Professional Traffic Operations Engineer (PTOE)
Professional Transportation Planner (PTP); Road Safety Professional, Level 2 (Infrastructure)

See Section 7 Appendix for a copy of the professional credential(s)

PROPOSAL FOR HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) CYCLE 9 TRAFFIC SIGNAL IMPROVEMENTS CITY PROJECT NO. 1-TC-19 | FEDERAL PROJECT NO. HSIPL-5266(029)
CITY OF LA HABRA

RESUMES



RAISA GARCIA

TRAFFIC ENGINEERING | KOA

Raisa Garcia brings experience in traffic engineering and transportation design. Her traffic engineering experience includes intersection capacity analysis and signal timing analysis, speed and traffic speed surveys, conducting traffic counts, traffic engineering improvement studies and field investigations, preparing traffic control plans, and designing a variety of transportation engineering exhibits. She has experience in the use of programs such as ArcGIS, Microsoft Office, and AutoCAD.



EDUCATION

BS, Civil Engineering, San Diego State University, San Diego, CA

RELEVANT EXPERIENCE

- Highway Safety Improvement Program (HSIP) Cycle 9 Traffic Signal Improvements, Lake Elsinore
- HSIP Cycle 10 - Citywide Retroreflective Backplates on Traffic Signal Indicators, Eastvale
- Traffic Congestion Management Plan Project, Vista
- Transportation Engineering, San Marcos
- Street Rehab Signing and Striping Plans, Escondido
- Engineering Services for Calgrove Boulevard and Old Traffic Signal Improvement Plan, Santa Clarita
- Engineering and Design Services for Bear Valley Road Intersection Improvements, Apple Valley

LING LUO, EIT

CIVIL ENGINEERING | KOA

Ling Luo is a Senior Associate Engineer in both traffic and civil engineering at KOA. He has prepared signing and striping plans, traffic control plans, traffic signal designs, and sidewalk and street improvement plans for complex complete street projects. He is fluent in AutoCAD, AutoTURN, ArcGIS, Synchro and Microsoft Office software applications.



EDUCATION

BS, Civil Engineering, San Diego State University, San Diego, CA

REGISTRATIONS

Engineer in Training (EIT),
Civil, CA #1860360

RELEVANT EXPERIENCE

- Striping and Signing Plans for Escondido Annual Pavement Rehabilitation Program, Escondido
- Bike Lane Striping Design, Coachella
- Escondido Creek Missing Link Bikeway, Escondido
- Auto Parkway & Bear Valley Signing and Striping Plan Escondido
- Arrow Hwy and Fremont Street Improvements, Montclair
- Moonridge Road Complete Street Design, Big Bear Lake
- San Diego County Water Authority Pipeline Rehabilitation Traffic Control, Escondido and San Diego County
- Avenue 50 PS&E, Coachella

RESUMES



MANUEL BARRIOS, PE CIVIL ENGINEERING | KOA

Manuel Barrios has worked on a variety of public agency projects involving roadway design and plan preparation and a wide range of public works, capital improvement and land development projects for various cities throughout Los Angeles and Orange Counties. He has served as project engineer for several public agencies to construct, widen and improve roadways, determine utility relocations, design and prepare grading, drainage, sewer and water utility and site improvement plans. Manuel has extensive experience and knowledge of Orange County and Los Angeles County Public Works Standard Plans as well as Greenbook Standard Specifications for Public Works Construction in order to deliver projects from the preliminary stage through final construction. Manuel has a consistent track record of successful project completion well within time and budget constraints.

RELEVANT EXPERIENCE

- Buena Vista and Kellwil Traffic Signal PS&E, Duarte
- Bush Street Bike Boulevard PS&E, Santa Ana
- SBCTA Metrolink ATP Phase II, San Bernardino County



EDUCATION

BS, Civil Engineering, University of California, Irvine, CA

REGISTRATIONS

Professional Engineer (PE),
Civil, CA # 92491

LAM LE, PLS

SURVEYING | *Subconsultant - CL Surveying and Mapping, Inc.*

Lam Le, PLS has more than 20 years of experience as a project manager, project surveyor and CADD operator. His technical experience includes CAD drafting using CAiCE, MicroStation InRoads, AutoCAD using SoftDesk, creating DTMs for earthwork quantities, road profiling, creating coordinate geometry figures for boundary analysis, computer-aided design and drafting. Lam's duties include project management and coordination along with field support on multiple projects. He has provided multiple legal descriptions for easements, lot line adjustments and property descriptions and has done extensive title analysis for property establishment and ALTA Surveys.

RELEVANT EXPERIENCE

- Palm Street Improvements, La Habra
- Barton Road Bridge Removal Project and Road Construction Project, Colton
- Newport Boulevard Widening Improvements, Costa Mesa
- Caltrans District 8, On-Call Survey Services, Riverside and San Bernardino Counties



EDUCATION

Aerospace Engineering, California State Polytechnic University Pomona, CA

CERTIFICATIONS

Professional Land Surveyor, # 8231

RESUMES



DAVID ATWATER

ENVIRONMENTAL | *Subconsultant - ECORP Consulting, Inc.*

David Atwater has over 15 years of experience managing a team to conduct research and analysis for transportation, development, engineering, environmental, and planning projects throughout California subject to the laws of the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). He has managed the preparation and implementation of environmental compliance documents and associated technical studies for a diverse range of clients including federal, state, regional, and local government agencies; water districts; utility companies, and private developers.



EDUCATION

BS, Urban and Regional Planning,
California State Polytechnic
University, Pomona, CA

RELEVANT EXPERIENCE

- HSIP Cycle 9 Lake Elsinore Traffic Signal Improvements Project, Lake Elsinore
- Marine Avenue at Cedar Avenue Intersection Improvement Project, Manhattan Beach
- HSIP Cycle 10 Citywide Retroreflective Backplates on Signal Indicators Project, Eastvale
- Townsite Drive Complete Streets Project, Vista

KEY PERSONNEL AVAILABILITY



	KEY STAFF NAME AND PROPOSED ROLE	CURRENT POSITION	YEAR(S) WITH CURRENT FIRM	PERCENTAGE OF TIME ALLOCATED TO THIS LA HABRA PROJECT
KOA	Shirjeel Muhammad Project Manager	Director of ITS Senior Engineer	2	70%
	Min Zhou Principal-In-Charge	CEO/President Principal	15	30%
	Walter Okitsu QA/QC	Principal	35	30%
	Raisa Garcia Traffic Engineering	Senior Associate Engineer	4	50%
	Caylynn Godoy Traffic Engineering	Associate Engineer	1	50%
	Ling Luo Civil Engineering	Senior Associate Engineer	4	50%
	Manuel Barrios, PE Civil Engineering	Senior Associate Engineer	2	40%
CL Surveying and Mapping (DBE)	Lam Le Project Surveyor	President	15	25%
ECorp Consulting	David Atwater Environmental	Senior Environmental Planner	2	25%

KEY PERSONNEL REFERENCES



	TEAM MEMBER	REFERENCE #1	REFERENCE #2
KOA	Shirjeel Muhammad	Gilbert Hernandez, Deputy Public Works Director, 3900 Main St, Riverside, CA 92522 (951) 826-5148 ghernandez@riversideca.gov	John Kerenyi, Traffic Engineer, 14177 Frederick Street Moreno Valley, CA 92552 (951) 413-3140, johnk@moval.org
	Min Zhou	Rich Berger, Project Manager, 14955 Dale Evans Parkway, Apple Valley, CA 92307 (760) 240-7000 x7530 rberger@applevalley.org	Carlos Geronimo, Senior Civil Engineer, 29844 Haun Road, Menifee, CA 92586 (951) 723-3722, cgeronimo@cityofmenifee.us
	Walter Okitsu	Cesar Vega, Civil Engineer Associate, 320 West Newmark Ave. Monterey Park, CA 91754 (626) 307-1320 CVega@montereypark.ca.gov	Andrew Maximous, Mobility & Traffic Manager, 9770 Culver Blvd. Culver City, CA 90232 (310) 253-5628, andrew.maximous@culvercity.org
CL Surveying and Mapping (DBE)	Lam Le, PLS	Joe Buckner, Senior Engineer, 3737 Birch Street, Suite 250, Newport Beach, CA 92660, (949) 428-1500, jbuckner@adurra.com	Matt Stepien, Senior Engineer, 2141 W Orangewood, Orange, CA 92868, (714) 923-6270, mstepien@koacorp.com
ECorp Consulting	David Atwater	Remon Habib, PE, City Engineer, 130 South Main Street Lake Elsinore, CA 92530 (951) 674-3124, rhabib@lake-elsinore.org	Larry Hofreiter, Program Manager, 3165 Pacific Coast Highway, San Diego, CA 92101 (619) 686-6200, lhofreiter@portofsandiego.org

BACKGROUND

In 2018, the City of La Habra successfully received the Highway Safety Improvement (HSIP) Cycle 9 grant in the amount of \$784,600 including City's local match of 10% as per the Grant requirement. The grant would cover the Environmental Clearance, Preparation of design Plans, Specifications, and Estimates (PS&E) as well as the Request for Construction Authorization (RFA-Con) tasks. The purpose of the grant was to improve safety related issues at the top six (6) identified traffic signal locations based on a high number of unsafe speed, traffic signals inconspicuity, and automobile right-of-way. As a part of the improvements, three eligible safety countermeasures were identified to be constructed at these locations listed as follows:

- S2 - Improve signal hardware: lenses, back-plates with retroreflective borders, mounting, size, and number
- S6 – Provide protected left-turn phase (left-turn lane already exists)
- S17 - Install left-turn lane and add turn phase (signal has no left-turn lane or phase before)

It's anticipated that these measures would systemically improve the safety conditions throughout the City. The countermeasure S2 is known to improve the visibility of the traffic signal heads by making the signal heads more conspicuous to the approaching drivers both during the daytime and at night and/or low visibility conditions. Countermeasure S6 would reduce the number of vehicle right-of-way violations, improper turning, and traffic signals/signs violations by providing a protected phase for left-turning traffic thus reducing the complexity of navigating the intersection for the drivers due to various constraints such as horizontal and/or vertical sight distance, pedestrians and/or bicyclists crossing etc. Lastly, the countermeasure S17 would reduce queuing by removing the left-turning vehicles which are stuck waiting in the number 1 through lane and reduce the potential for collisions especially the rear-end type.

GENERAL APPROACH CLIENT COMMUNICATION

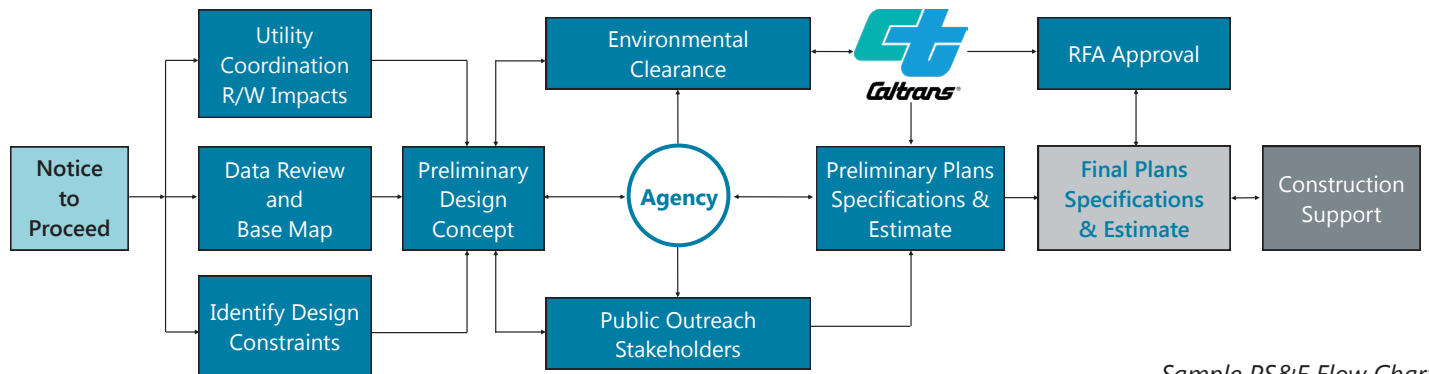
KOA's project development and delivery begin with establishing a clear statement of expectations by the client so that we are in agreement as to the purpose and need for the project. In answering the question, "why is this project important and necessary?" KOA will identify the critical elements of the project and its history. An important consideration throughout the design and construction process is the amount of funding allocated to the project and recognition of what the project is intended to include. These two must continually be kept in balance.

KOA believes it is essential to grasp the entire project's work flow at the outset of the project. We routinely develop a work plan for completion of the project which includes a scope of services, staff allocation, a manpower and budget estimate by task, a production schedule, a list of deliverables, a permit plan, a management and communication protocol, and a quality assurance procedure.

KOA will meet with the City staff to conduct milestone reviews of the project. We recommend that the 30 percent plan review include a field check of the plans to note any field conditions which may need greater design attention. We recommend this milestone meeting to identify any constructability issues before the preparation of further development of plans. Subsequent milestone reviews can be expedited through Consultant and City staff meetings to discuss comments. KOA will provide written responses to comments and edits to the plans and specifications.

In addition, there will be unscheduled times where communication between KOA and the City staff will be beneficial to keep the project moving. These communications can be conducted by email, phone, and Virtual meetings to discuss; critical design decisions, issues impacting schedule, and opportunities for enhancing the project above and beyond the general scope of work. KOA will prepare minutes of these communications, including the items discussed, decisions reached, and a list of action items.

Below is a typical flow chart which KOA has outlined for this project:



Sample PS&E Flow Chart

TEAM ORGANIZATION

We identify key staff members within KOA who have similar experiences and can lead specific tasks successfully. For those areas where KOA does not have sufficient expertise we have identified subconsultants who can supplement the team’s production capability in those areas. For this project, these areas will include environmental, potholing and surveying. KOA manages subconsultants by defining a scope of services, schedule, budget, and list of deliverables for each subconsultant, and monitoring their performance against those contractual elements. KOA coordinates with subconsultants by issuing a notice to proceed to each one at the appropriate time, coordinating with them on the deliverables, and reviewing the quality of the deliverables with respect to their contractual scope of services.

PROJECT REPORTING - BUDGET AND SCHEDULE

KOA will prepare monthly task-based invoices, accompanied by a progress report, and updated schedule. The monthly reporting will document the project’s progress, budget to task expenditures, and identify any pending issues that could affect the project scope, schedule, or budget. KOA routinely invoices for services on a monthly basis. It is typical for us to include with the invoice a monthly progress report which shows:

- Services provided during the previous month, listed by task
- Anticipated progress next month
- Pending issues and potential resolutions
- The percentage of completion for each task
- Progress to date in the context of the proposed schedule
- Expenditures by task in the context of the budget



Our internal expenditures on a project are tracked by man-hours, rates, and tasks through our accounting software “Vision”. Our project managers have complete access to the expenditures on a project to monitor production effort and costs by task. Our scheduling is maintained in Microsoft Project as a tool for tracking progress towards milestone deliverables.

QUALITY ASSURANCE


KOA’s exemplary Quality Assurance in production begins with the preparation of a Basis of Design Document. The Basis of Design solidifies the basic criteria used to prepare the project deliverables. It identifies which standards are to be applied (for example, the Greenbook, Riverside County, Caltrans, City of La Habra, etc.), key design parameters (speed, volume etc.). The Basis of Design document would also typically contain a check list of items to be verified in the deliverables. The Basis of Design will be reviewed by the City, and comments incorporated into the final document. KOA’s Project Manager oversees the development of the project’s critical elements and design assumptions. The Project Manager will provide design guidance and oversight to the production staff throughout the duration of the project.

KOA is alert to common errors and omissions issues in submittals. The following list identifies the major items that KOA will evaluate in the design oversight and checking milestones:

- Do the deliverables address the intent of the project?
- Have the study and design standards been correctly applied?
- Is the project on schedule?
- Is the cost estimate reasonable?
- Have reports been reviewed for syntax and format?
- Has data and analysis been documented in appendices?
- Have any critical elements been overlooked?
- Are the deliverables legible?
- Is the recommended design constructible?
- Are there any economies or added value that could be applied to the design?
- Is there consistency of design and callouts between sheets?
- Do any locations or special design elements require greater detail?
- Have utilities been coordinated?
- Are the existing features and utilities correctly depicted? (KOA recommends a field check of the plans for accuracy and constructability at about 60% completion)
- Are the plans and estimate consistent with the specifications?



Walter Okitsu, PE, PTOE, PTP, RSP2I has been designated as the quality control manager for this project. The image below shows the "blue sheet" created by KOA for Project Managers to follow.



QA/QC REVIEW FORM

Interim Review _____%
 Final Review _____%

Project Name: _____

Job Number: _____

THIS PROJECT HAS BEEN REVIEWED INTERNALLY BY THE PROJECT QUALITY REVIEW TEAM. COMMENTS ARE SHOWN IN ATTACHMENT.

The following were included in this review:

<input type="checkbox"/> Drawings <input type="checkbox"/> Calculations <input type="checkbox"/> Technical Specifications <input type="checkbox"/> Checklists (attached) <input type="checkbox"/> Project Schedule <input type="checkbox"/> Deliverables as specified in Work Plan <input type="checkbox"/> Project Report <input type="checkbox"/> Utility Coordination	<input type="checkbox"/> Survey <input type="checkbox"/> Street Improvements <input type="checkbox"/> Cross-Sections <input type="checkbox"/> Street Lighting <input type="checkbox"/> Traffic Signal <input type="checkbox"/> Signing & Striping <input type="checkbox"/> Interconnect <input type="checkbox"/> Traffic Control
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*QA/QC Manager (Print Name) Signature Date

**QA/QC Manager is someone who has been recognized by peers for their distinguished technical achievement and is authorized by the firm to use this title.*

All comments from the QA/QC Review have been addressed by Project Team.

*Project Manager (Print name) Signature Date

**A Project Manager, PM, is responsible to define, control, and implement the work plan to develop the required product.*

I have checked the responses addressed by the Project Team and approve the submittal of this deliverable to the Client.

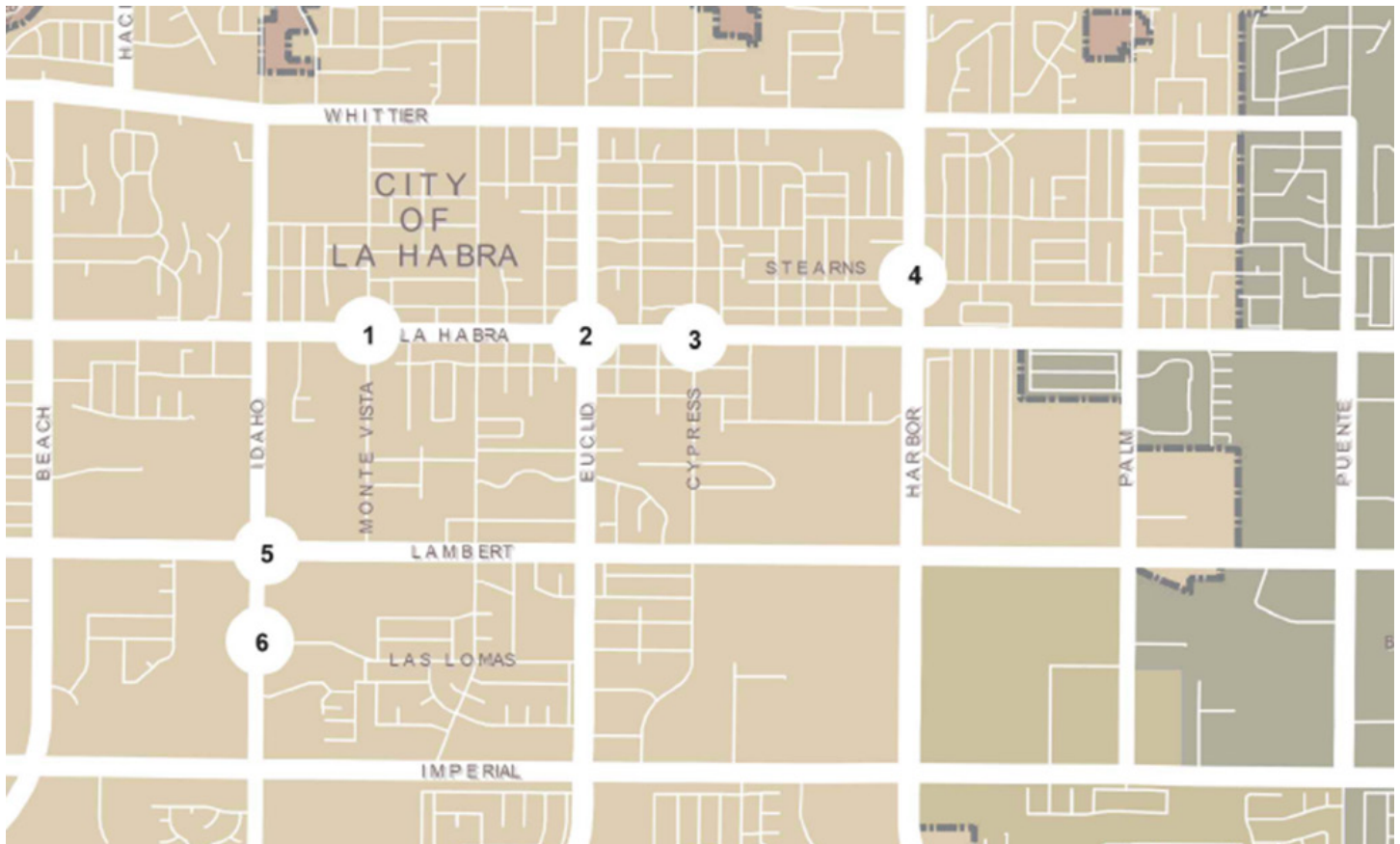
*Principal-in-Charge (Print Name) Signature Date

**A Principal-in-Charge, PIC, is the chief person in charge of developing the work product. The PIC may also be the PM, or other core member of the product team.*

PROJECT UNDERSTANDING

The City completed a citywide roadway safety analysis for the HSIP Cycle 9 successful grant application that identified six intersections as high frequency crash locations:

1. La Habra Boulevard & Monte Vista Street
2. La Habra Boulevard & Cypress Street
3. La Habra Boulevard & Euclid Street
4. Harbor Boulevard & Stearns Avenue
5. Lambert Road & Idaho Street
6. Las Lomas Drive & Idaho Street



From the analysis of crash patterns, it was obvious that the predominant crash patterns at these intersections were rear-end crashes due to the unsafe speeds. Fortunately, these crashes are susceptible to reduction through providing Caltrans approved eligible countermeasures such as Traffic signal head upgrades, protected left turn signal phase and exclusive left-turn lane with some ADA related improvements where applicable.

The following are the highlights on the benefits of the proposed countermeasures for this project:

- The proposed countermeasure #1 (S2) will provide better visibility of the signalized intersections by aiding driver's advance perception of the upcoming intersection ahead during no or low lighting conditions;

- The proposed countermeasure #2 (S6) would reduce the number of vehicle-vehicle and vehicle-pedestrian/bicyclists right of way, improper turning, and traffic signals and signs violations by providing a protected phase for traffic and by reducing the complexity of navigating the intersection for the driver.
- The proposed countermeasure #3 (S17) will reduce the queuing at the intersections by providing an exclusive left-turn lane.

POTENTIAL CHALLENGES

Through our numerous experiences, we have encountered certain issues that present challenges to a project. It is critical that the design be premised on an accurate base map. For signal design, we will address these issues by conducting field verification of as built plans used for our base map. The field verification will note any topographic features not denoted on the as built drawings, which might include valves and manholes, hydrants, power poles, trees, etc. We will also verify conduit fill, striping, and other traffic control features.

Where ramp improvements are needed, we will take elevation shots in the vicinity of the proposed ramp, tied to an assumed elevation and bench, so that we can verify ADA compliance in the designed ramp slopes.



Harbor and Stearns – Ramp exceeds ADA maximum Slope

Another challenge is an accurate determination of buried utilities. We will contact utility companies for maps, and utilize as built drawings for initial identification of utility locations. We understand that utility conflict could be a possibility during the Traffic signal construction, so we pre-empt it by conducting potholing to accurately identify and resolve any conflicts before even construction documents are advertised. In response to the potholing, USA will mark utilities, which gives us a more accurate location. This goes a long way towards preventing costly relocations during the construction.

Below are couple of additional challenges we anticipate encountering during the design:



Substandard Signal Head

CHALLENGES FOR COUNTERMEASURE S2 SUBSTANDARD TRAFFIC SIGNAL HEAD

We will make sure to identify all the Traffic signal heads which are less than 12" (see one shot at La Habra/Monte Vista). We will include those in the design to be replaced as per CA-MUTCD.

RETROREFLECTIVE YELLOW STRIP

Based on our observation, none of the signals have any heads containing recently introduced yellow retroreflective strip on the backplate.

As per the California Manual on Uniform Traffic Control Devices (CA-MUTCD) 2014 Rev 6 (March 30, 2021), Section 4D.12 allows the option for "A yellow retroreflective strip with a minimum width of 1 inch and a maximum width of 3 inches may be placed along the perimeter of the face of a signal backplate."

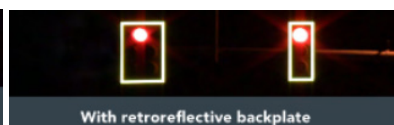
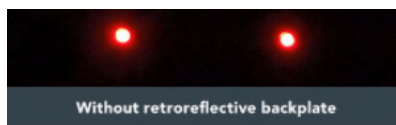
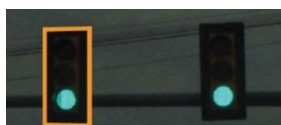
EXAMPLE SAMPLE FOR BACKPLATES

Backplates with retroreflective borders tend to make signals more visible and conspicuous in both daytime and nighttime conditions for the general motorists as well as senior drivers. This increases the operational safety at a signalized intersection. Additionally, during a loss in power, this treatment can greatly increase the road user's awareness of the dark signalized intersection ahead.

A sample of Typical Specs would be as follows:

Furnish backplates that conform to the following:

- Shall be one-piece aluminum with a minimum thickness of 0.06 inch (thickness does not include retroreflective border).
- Shall be powder coated dull black (Federal Standard 595-37038) on both the front and back sides.
- Top, bottom, and sides shall measure from five to eight inches in width.
- Shall have rounded outside corners.
- Shall include louvers with no louvers closer than 0.5 inch from the inner or 2.5 inches from the outer edge. Louver orientation shall be vertical on sides and horizontal on top and bottom.
- Shall provide a minimum of four corner mounting attachment points per section head and must not interfere with the operation of the section head doors.
- Shall include passivated stainless steel type 316 or 304 screws, washers, and other installation hardware required to mount securely.
- Shall be permanently marked on the back side with the manufacturer name, part/model number and date of manufacturer.
- Universal backplates shall fit all applicable Caltrans approved products.
- Shall have a minimum 2 inch fluorescent yellow, Type IX retroreflective border, placed flush with the outer edge of the backplate and placed no closer than 0.5 inch from all louvers.
- No sheeting is allowed over any louvered area.



*Retroreflective
Backplates at Night*

CHALLENGES FOR COUNTERMEASURE S6

This measure would require the installation of Left-turn arrows across the approaching left-turn lanes. We observed that the subject locations not only needs longer mast arm for that but also new poles will have to be installed per Caltrans Standards. For example, at the intersection of La Habra/Cypress, a quick glance at the type of poles currently in place revealed the following information:

- SW pole is 17-2-80
- NW pole is 17-2-70
- NE pole is 17-2-80
- SE pole is 17-2-80



Parking to be Eliminated on the East leg

CHALLENGES FOR COUNTERMEASURE S17

The intersection of La Habra/Monte Vista is proposed to have exclusive left-turn lane for both eastbound and westbound vehicles along with the protected left-turn phasing and other traffic signal equipment upgrades. Our preliminary field reconnaissance revealed that the east leg of the intersection has parking on both north and south side. With the introduction of the left-turn lane, the parking will have to be eliminated for at least thru Willow Avenue. This would yield about a 100-foot left-turn pocket, 60-foot

reverse taper (for low speeds) and about a 90-foot linear taper (at 35mph). If the City wishes to have a longer pocket length, then it will affect more parking on both sides. This issue doesn't exist on the west side of the intersection where Parking is already prohibited on both sides.

FUNDING ADMINISTRATION

The project team is very experienced with successfully navigating and obtaining Caltrans funding approvals for state and federally funded projects in accordance with the Local Assistance Procedure Manual (LAPM). We recently provided funding administration services for several Active Transportation Program (ATP) and HSIP grants. Typically, there are four major steps required by Caltrans:

- **Environmental Clearance**
- **Right-of-Way Certification**
- **PS&E Certification**
- **Request for Authorization (Construction)**

Each package shall be submitted to the District Local Assistance Engineer (DLAE) for review and approval. At the close of the project, we will submit a copy of all documentation in organized binders to the City.

QUALITY ASSURANCE/QUALITY CONTROL PLAN

KOA believes it is essential to grasp the entire project's work flow at the outset of the project. We routinely develop a work plan for completion of the project which includes a scope of services, staff allocation, a manpower and budget estimate by task, a production schedule, a list of deliverables, a permit plan, a management and communication protocol, and a quality assurance procedure. The



project is kept on schedule and in budget by bi-weekly check-ins with the City to discuss project issues that may affect budget or schedule and identify solutions for any slippage.

The essence of KOA's Quality Control Plan is a comparison of work process and product with a check list appropriate to signal modification drawings. A project team will perform peer review for field review verification, base plan, and preliminary design prior to senior level quality control. A quality control team is assembled, quality assurance and control will be performed by a group of principal and senior engineers other than the designer and will review the plan for content, legibility, and constructability. The Quality Assurance will be performed by the QA/QC Manager for the project and will include verification when and by whom each plan sheet was checked.

TASK 1 PROJECT MANAGEMENT AND CONTROL SYSTEM

KOA uses *Deltek* Vision software to track expenditures by task on our projects. The accounting software will track hours and hourly rates expended and associate those with each task or subtask. Thus, we are able to determine on a weekly basis the amounts expended on each task and to compare it to percentage of the task actually completed. Below is an example of Deltek's monthly summary sheet which depicts the hours and costs to tasks in a project. This information is used to create our monthly billings by tasks, and establish the basis for our monthly progress reports and project delivery by task.

JB23080 POLB Pier J Bike Path				Total Hours	
Name	Date	Hours		Name	Hours
Fellhoelter, William	5/18/2020	-8.50		Arzate, Harold	1.00
Fellhoelter, William	3/19/2018	0.50		Barrera, Francisco	129.00
Fellhoelter, William	5/18/2020	8.50		Barrios, Manuel	39.00
Fellhoelter, William	5/19/2020	-2.00		Beltran, Mark	165.00
Fellhoelter, William	5/19/2020	2.00		Bloodworth, Don	7.00
Fellhoelter, William	5/20/2020	-0.50		Crawford, Allan	0.50
Fellhoelter, William	5/20/2020	0.50		Currie, Don	34.00
Fellhoelter, William	5/21/2020	-3.00		Fellhoelter, William	672.00
Fellhoelter, William	5/21/2020	3.00		Godwin, Ricia-Anne	17.50
Fellhoelter, William	5/26/2020	-1.00		Huang, Tom	8.00
Fellhoelter, William	10/1/2018	-0.50		Ibarra, Elizabeth	17.00
Fellhoelter, William	10/1/2018	0.50		Kam, Albert	3.00
Fellhoelter, William	10/2/2018	-2.00		Kantz, Griffin	52.00
Fellhoelter, William	10/2/2018	2.00		Kaskara, Christine	53.00
Fellhoelter, William	5/26/2020	1.00		Kelley, Kevin	16.00
Σ		672.00		Σ	9,564.00

Ron Richardson Port of Long Beach Mr. Ron Richardson Senior Civil Engineer 4801 Airport Plaza Dr. Long Beach, CA 90815		June 18, 2018 Invoice No: JB23080 - 46
Project JB23080 POLB Pier J Bike Path Contract # HD-8153Blanket PO #: BPHA13000098Index Code: HACADSCUProject No: HA1380 / 1A2467work Auth: 01 02 Subobject Code: 205026		
Professional Services from April 30, 2018 to June 3, 2018		
Task	500	Extra Work
Professional Personnel		
Firm Principal/Vice President	Hours	Rate Amount
Stephan, Chuck	6.00	200.00 1,200.00
Zhou, Min	10.00	200.00 2,000.00
Senior Engineer/Planner		
Wang, Shouwei	7.00	160.00 1,120.00
Associate Engineer/Planner		
Voigt, Scott	100.50	135.00 13,567.50
Assistant Engineer/Planner		
Fellhoelter, William	44.50	110.00 4,895.00
Kantz, Griffin	8.50	110.00 935.00
Totals	176.50	23,717.50
Total Labor		23,717.50
Consultants		
Other Consultants		12,831.00
Total Consultants	1.0 times	12,831.00 12,831.00
Reimbursable Expenses		
Mileage/Parking		119.90
Total Reimbursables	1.0 times	119.90 119.90
Billing Limits		
Total Billings	Current	Prior To-Date
Limit	36,668.40	0.00 36,668.40
Remaining		108,772.38
		72,103.98
Total this Task		\$36,668.40
Total this Invoice		\$36,668.40

We use *MS Project* for project schedule tracking. This helps us keep a close control on times spent on each task.

TASK 1.1 PROJECT KICKOFF MEETING

Successful completion of this project will require KOA to understand thoroughly the City's desire for this project. We propose a kickoff meeting with the City staff at the outset of the projects to establish expectations and goals for the projects, scope, schedule, and deliverables. KOA will request whatever information the City may have relevant to the projects, which may include the grant application, as-built drawings, traffic counts, crash data, and other relevant information.

As part of this meeting, KOA will prepare a draft agenda that will include:

- Introductions
- Project goals and expectations
- Discussion of proposed work plan and schedule
- Available data

TASK 1.2 PROGRESS MEETINGS AND SCHEDULING

The KOA key project staff will meet with the City staff on a monthly basis to keep the projects moving forward. The meetings would be led by our ITS/Traffic Director **Shirjeel Muhammad, MS, PE**, who will be a single point of contact responsible for managing KOA's services to the City. KOA will prepare an agenda for each meeting and notes documenting the meetings. The minutes will document decisions made and identify action items for KOA and the City. We also anticipate review meetings at 30%, 65%, and 90% milestones. KOA will document the response to comments and appropriate resolutions. We will be available for one additional meeting for Council study session if required.

We will prepare detailed schedule of major tasks such as PS&E, Environmental, and Construction Support. Each task will be further divided into sub-tasks showing all timelines, critical path (if any), utility coordination, meetings with stakeholders etc.

TASK 1.3 PROJECT MANAGEMENT AND ADMINISTRATION

KOA will prepare a monthly progress report to relate work completed to fee earned. The progress report will identify work completed during the previous month, issues encountered and how they were resolved, and anticipated activities.

TASK 1.4 CALTRANS LOCAL ASSISTANCE SUPPORT

We will assist the City in preparing PS&E Certification, Request for Authorizations (RFA) for Construction, Finance letters, and record audits in accordance with Caltrans Local Assistance Procedures Manual. We will provide technical support and attend up to three meetings with the City and Caltrans District 12 Local Assistance as required.

Task 1 Deliverables

- Meeting agendas and minutes
- Project Schedule
- Monthly progress reports and invoices
- RFA
- Records per Federal Requirements

TASK 2 FIELD REVIEW

KOA will deploy staff to the field to verify location of existing features in the construction area including curbs, sidewalks, ramps, striping, signing, utility boxes, valves, hydrants, street lights, power poles, manholes, buried utility spotting marks, existing signal layout, and other features and improvements. Where ADA ramp improvements are needed, we will conduct field survey to establish elevations at the corners needing the improvements. We will conduct field verification for the existing

traffic signal hardware for all project intersections. We will coordinate with the City for access to the controller cabinets for our field review. The review will focus on the items needed for implementing the key improvement elements, the usability of existing system components, and overall condition of primary operation components to determine complete constructability needs. Below is a summary of review items that will include, but not limited to, the following key signal system components:

- **General Signal System** – Signal cabinet, conduits, controller/program software
- **Vehicle Detection** - Detector racks, terminal blocks, conditions of loops, detector cards, Single camera or multi camera video detection
- **ITS System** - CCTVs, video encoders/decoders
- **Communication** - SIC Type
- **Signal Poles, Mast Arms, Luminaries** – Pole locations, Review for viable mounting of proposed items
- **Existing As-built System** – Verifying existing conduit, pole types, interconnect and communications, pull boxes, and other miscellaneous equipment.

For each intersection, we will provide detailed signal system conditions with photo logs. The gathered data for the existing signals system review will be summarized within a signal inventory report.

Task 2 Deliverables

- Intersection Inventory Matrix
- Photos of Cabinet
- Photos of Signalized Intersections Field Conditions

TASK 3 ENVIRONMENTAL CLEARANCE

Caltrans' Division of Local Assistance will serve as the administering agency for the approval and dispersal of funds. As such, both state and federal environmental documentation will be required to satisfy CEQA and NEPA, in compliance with Caltrans' Local Assistance Program. Projects that receive federal funding through Caltrans are required to complete a Caltrans Preliminary Environmental Study (PES) form which will recommend the appropriate NEPA documentation. It is assumed that the recommended document will be a NEPA Categorical Exclusion (CE). The CEQA Lead Agency will be the City of La Habra. CEQA documentation will consist of at CEQA Categorical Exemption (CE). Our subconsultant ECORP will prepare the PES and CEs.

PRELIMINARY ENVIRONMENTAL STUDY (PES)

Our subconsultant ECORP will prepare the PES form for the Proposed Project in accordance with the Local Assistance Procedures Manual (LAPM). The PES form will be used to consult with Caltrans/FHWA to determine the appropriate NEPA document for the project (in this case, a CE). The LAPM requires the following steps for this process:

- **Step 1: Develop Complete Project Description and Detailed Map.** ECORP will prepare a description of the project including the location of the project area (including a project map); a brief description of the environmental setting; and identification of environmental effects using the PES.
- **Step 2: Review Relevant Literature, Maps, and Inventories.** ECORP will review existing

environmental and planning information, such as the City's General Plan and General Plan EIR, soil surveys, and the California Natural Diversity Database (CNDDDB) and California Native Plant Society Electronic Inventory (CNPSEI). We have also assumed that technical studies prepared for this project will be provided to us for use in the PES, as applicable.

- **Step 3: Request Technical Information from Resource and Regulatory Agencies.** This step will be completed concurrently with Step 2.
- **Step 4: Verify Research Findings in the Field (Site Visit).** A site visit will be conducted by an Environmental Planner.
- **Step 5: Complete PES Form.** ECORP will complete the PES form and provide an electronic copy to the City for internal review. We will revise the PES based on comments from the City prior to submittal to Caltrans. We have assumed that the engineering, cost estimation, funding, and other non-environmental portions of this form will be provided by the Client and/or the City.

NEPA CATEGORICAL EXCLUSION AND CEQA CATEGORICAL EXEMPTION

NEPA Categorical Exclusion. ECORP will prepare a Draft CE checklist form in the most recent Caltrans format included in Caltrans' Standard Environmental Reference (SER), Chapter 30 – Categorical Exclusions. The Draft CE Checklist will be provided to the City for review. ECORP will make any revisions to the CE Checklist and provide a Revised Draft CE Checklist to the City for submittal to Caltrans. After Caltrans review, ECORP will revise the document and provide the Final document to the City for submittal to Caltrans.

This scope of work and cost estimate assumes one round of comments and responses for each version of the document (Draft and Revised Draft) and that no additional analysis or technical studies are required to respond to comments.

CEQA Categorical Exemption. After an initial review, it appears that the Proposed Project is likely exempt from CEQA under Class 1: Existing Facilities (CEQA Guidelines Section 15301). Class 1(c) includes:

- *Existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety), and other alterations such as the addition of bicycle facilities, including but not limited to bicycle parking, bicycle-share facilities and bicycle lanes, transit improvements such as bus lanes, pedestrian crossings, street trees, and other similar alterations that do not create additional automobile lanes).*

RIGHT-OF-WAY CERTIFICATION

Once the environmental package is approved, KOA will prepare and submit the Right-of-Way Certification Form (Exhibit 13-A) to Caltrans for review and approval. This form identifies ownership of right-of-way and any potential impacts, accusations, and easements due to the proposed improvements. We believe no right-of-way will be impacted as part of this project; therefore, this submittal should be approved fairly quickly. Typically, this step is warranted at the design package completion.

Task 3 Deliverables

- Environmental documentations

Please note that our subconsultant ECORP is only providing basic PES services. Any additional studies will require a contract amendment.

TASK 4 PS&E (65%, 95% & 100%)

TASK 4.1 BASE MAP

KOA will utilize as built plans and aerial photography to create a base plan for each project at a 1"=20' scale. The base mapping will be used for the development of construction drawings for the signal, signing and striping (if needed), and curb corner ramp improvements. The as-built plans right of way will be compared to County tax maps and field occupation to establish right of way lines.

TASK 4.2 UTILITY COORDINATION

KOA will request utility records from the utility agencies to plot into the base sheets. KOA will identify potential conflicts between utilities and the pole locations. We will prepare and maintain utility records matrix (tracking spreadsheet) and will submit plans to the utility companies at milestone submittal points (concept, 65%, and final) for confirmation of utility locations and potential conflicts.



TASK 4.3 CONCEPTUAL IMPROVEMENT DESIGN (30%)

As a component of the report, KOA will prepare conceptual layouts of the physical improvement to a 30% level of design, including pole replacements, conduit, controller upgrades, advanced detection, and ramp construction.

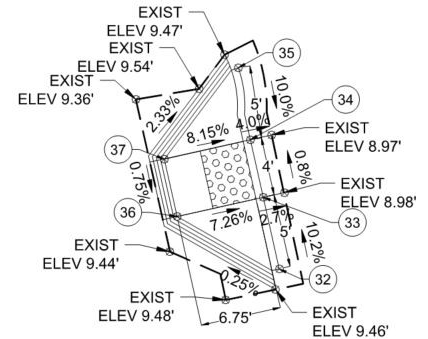
TASK 4.4 POTHOLING

KOA will conduct potholing services as required once we have determined through the preliminary design where there may be utility conflicts both on a horizontal plane as well as vertical. Where utility conflicts exist, we will conduct potholing activities. Based on the original grant application exhibits, we anticipate there may be a need for a maximum of eight pothole locations for the first four locations.

TASK 4.5 ADA RAMP IMPROVEMENTS

Prior to commencing plan production and using the collected survey and field review data, KOA will evaluate the key design features of the projects and will prepare a written report of ramp upgrade recommendations for review by the City staff. The City anticipates no additional right-of-way take for this task. The initial field review will be used to establish which curb ramps meet ADA requirements and which do not. Where sidewalk and ramp slopes exceed ADA guidelines KOA will prepare ramp improvement plans based on field elevations for upto four (4) curb returns. An example ramp detail prepared for sidewalk improvements in Oceanside is depicted in the exhibit (see the following page). The detail provides a summary of critical slopes as well as horizontal and vertical control.

(X)			
RAMP ELEVATIONS			
POINT NO.	ELEVATIONS	EXISTING	X,Y COORDINATES
32	9.45	EXIST TC	6213263.57, 2020337.86
33	8.94	EXIST FL	6213262.57, 2020342.76
34	8.91	EXIST FL	6213261.72, 2020346.68
35	9.41	EXIST TC	6213260.81, 2020351.56
36	9.43	PROP SW	6213255.89, 2020341.27
37	9.46	PROP SW	6213255.02, 2020345.17

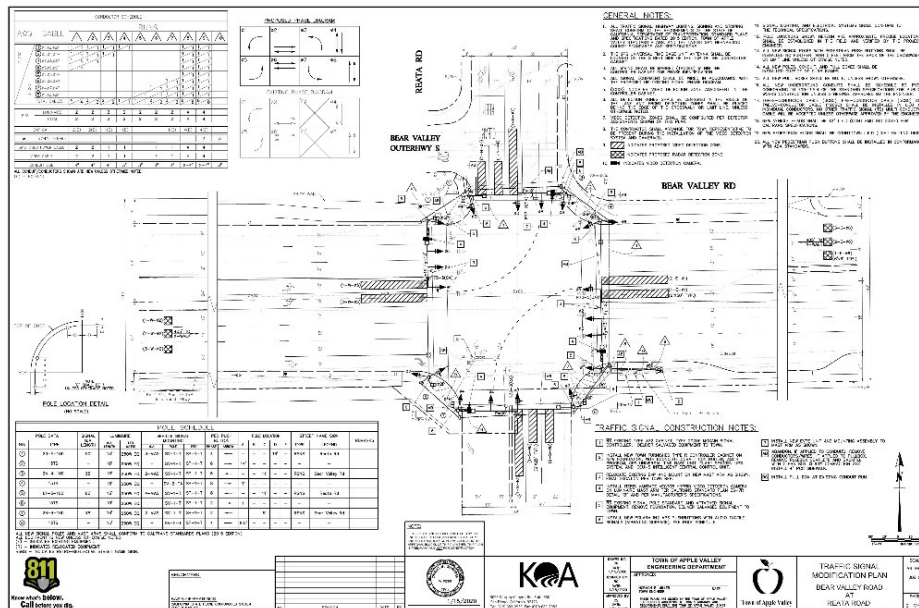


TASK 4.6 65%, 90%, 100% SUBMITTALS

The first formal submittal will be at a 65% complete level of design. The plans will include all six intersection improvements. The sheets anticipated to be included in the plan set will be:

- Title sheet
- General notes
- Ramp details (where applicable)
- Signing and striping sheets for each intersection (where applicable)
- Traffic signal Modification plan for each intersection

The plans will conform to the standards from the City of La Habra, and the latest edition of the Caltrans Standard Plans. Based on the 65% design, we will be able to prepare a special provisions and construction cost estimate for the improvements in the desired format. We recommend that a field review meeting be scheduled at this stage with City staff to identify any constructability concerns in the field. KOA will document the review comments and resolutions. 65% plans will be sent to the utility owners along with the identification of conflicts of the utilities with the proposed construction. Once KOA and the City staff reach concurrence on the recommendations for improvement, KOA will prepare final construction documents. The example below is of a signal sheet that was recently prepared by the project team and illustrates the completeness of our signal designs.



RIGHT-OF-WAY CERTIFICATION

Once the environmental package is approved, KOA will prepare and submit the Right-of-Way Certification Form (Exhibit 13-A) to Caltrans for review and approval. This form identifies ownership of right-of-way and any potential impacts, accusations, and easements due to the proposed improvements. We believe no right-of-way will be impacted as part of this project; therefore, this submittal should be approved fairly quickly. Typically, this step is warranted at the design package completion.

Task 4 Deliverables

- Base map of each intersection at 1"=20' scale
- Utility coordination matrix
- Utility maps
- Pothole report
- 65% PS&E
- Comments response
- 90% PS&E
- Comments response
- Final PS&E
- Right-of-way Certification

TASK 5 TRAFFIC SIGNAL TIMING SHEETS

KOA will use regionally accepted Synchro ver. 11 software to prepare Traffic Signal Timing sheets for the following four intersections:

- La Habra Boulevard & Monte Vista Street
- La Habra Boulevard & Cypress Street
- La Habra Boulevard & Euclid Street
- Harbor Boulevard & Stearns Avenue

TRAFFIC DATA

A quality evaluation of traffic signal phasing is dependent on representative peak hour traffic volumes through the intersections. KOA will request peak period turning movement counts from the City in order to be able to produce new timing plans for the project intersections.

If any of the above data is not available from the City, then KOA would request additional time and material authorization to obtain either fresh counts or archived counts (where available) from one of the recognized count vendors in the region.

TASK 5.1 PREPARATION OF TIMINGS

Retiming of Intersections:

Based on the implementation of the countermeasures no. 6 and 17, KOA will prepare Traffic signal timing plans at four intersections (as listed above) which would reflect new conditions due to the addition of a left-turn lane and/or extra phase (protected left-turn). KOA will request the existing count and timing data from the authority. We will also coordinate with agency staff to make sure that the deliverable will be in the approved compatible format. Once the timings are implemented by the City, KOA will reflect those in-field timing plans in the final submittal record.

KOA will prepare a technical memorandum which would include the analysis and output timing sheets in an acceptable and compatible format for the staff to be able to implement at each of the subject

intersections. We will determine signal splits, clearances, queue lengths, delay, and level of service for each intersection for up to three peak periods. The existing signal timing parameters will be used as a basis for initial input. We will then modify and optimize the timings for all phases individually and for the intersection wholly. We would obtain information on preferred timing parameters such as; change and clearance intervals, and pedestrian walk time etc. Typically, ITE recommended clearances for vehicles and pedestrians will be utilized to determine an optimal cycle length and splits for each peak period. The results will be documented in a technical memorandum.

It should be noted that if the City does not have a Traffic Count in the repository, KOA will enter into Contract amendment with the City to have the Count data collected.

Task 5 Deliverables

- Traffic Signal Timing Sheets

TASK 6 CONSTRUCTION PHASE

TASK 6.1 BIDDING PHASE

KOA will assist the City staff during the bidding phase through responding to requests for information (RFI) from contractors. If desired, we can attend a pre-bid conference to answer questions. We are also available to assist the City in evaluating bids.

TASK 6.2 CONSTRUCTION SUPPORT

KOA shall attend a pre-construction meeting as directed by the City. We will review shop drawings and submittals for conformance with the contract plans and specifications, and make recommendations for acceptance, denial or re-submittal within reasonable time of receipt. We will provide response to contractor's requests for information (RFI's) to the City about the contract plans and specifications within reasonable time of receipt. We will have up to three site visits to meet with the Contractor for Construction observation.

TASK 6.3 ELECTRONIC COPY OF RECORD DRAWINGS

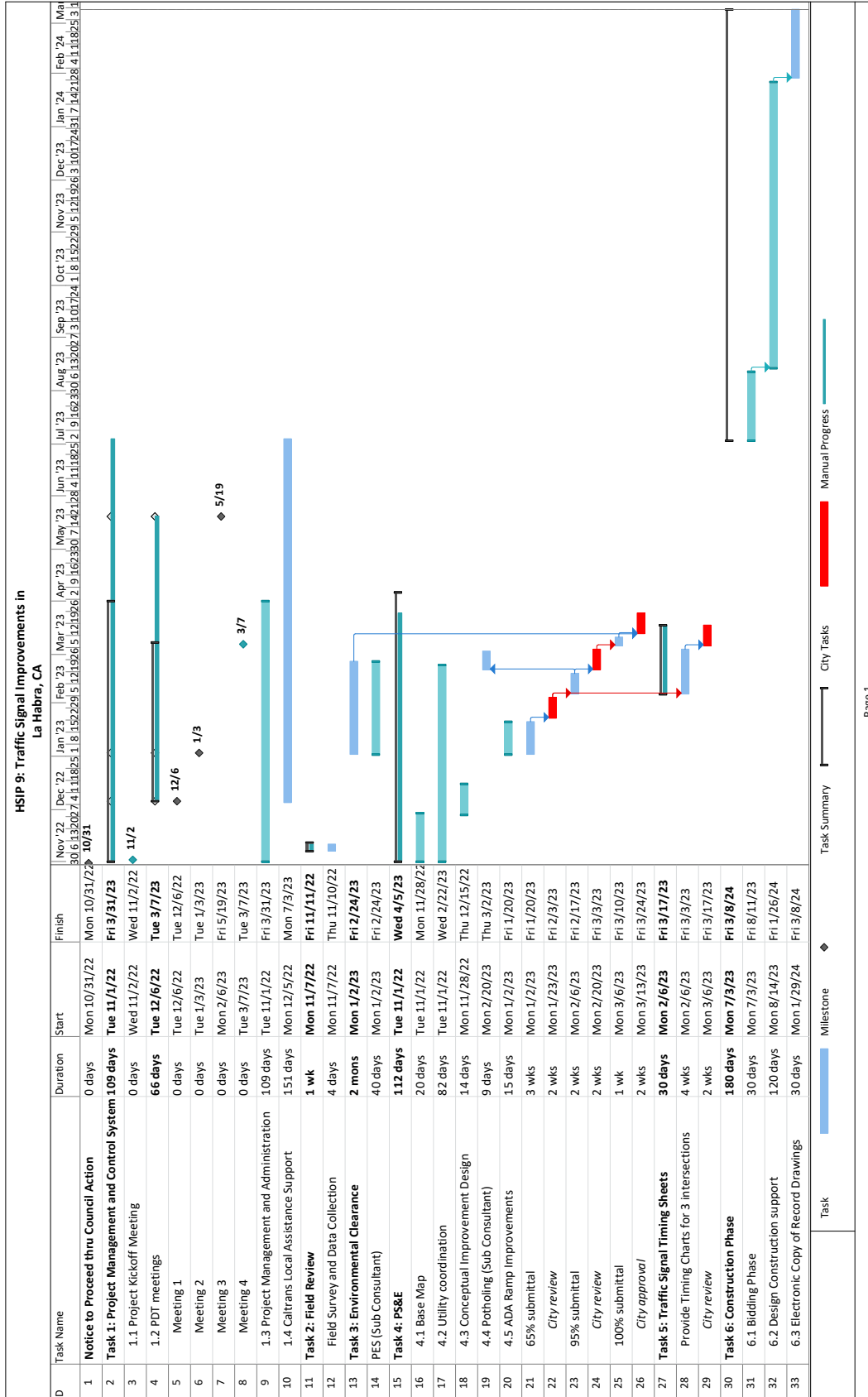
Upon written authorization from the City, Consultant shall provide engineering design services for revisions to construction documents resulting from changed field or unforeseen conditions or other change order work required due to actions of the City.

Following completion of the construction, KOA will obtain red line marked up plans from the City depicting changes made in the design during construction. We will edit the AutoCAD drawings to reflect the as-built conditions as reported in the red line drawings for submittal to the City.

Task 6 Deliverables

- Responses to RFIs
- As-Built Plans

PROJECT SCHEDULE






Reset Form

EXHIBIT 10-01 CONSULTANT PROPOSAL DBE COMMITMENT

1. Local Agency: City of La Habra 2. Contract DBE Goal: 8%
 3. Project Description: Highway Safety Improvement Program (HSIP) Cycle 9 Traffic Signal Improvements
 4. Project Location: Six (6) existing traffic signals throughout the City - See Scope of Work
 5. Consultant's Name: KOA Corporation 6. Prime Certified DBE:

7. Description of Work, Service, or Materials Supplied	8. DBE Certification Number	9. DBE Contact Information	10. DBE %
541370 Surveying and Mapping (Except Geophysical) Services	38284	Lam Le, PLS, CL Surveying and Mapping, 400 East Rincon Street, Suite 202, Corona, CA 92879, (909) 484-4200, Lam@CL-Survey.com	18.00
Local Agency to Complete this Section 17. Local Agency Contract Number: _____ 18. Federal-Aid Project Number: _____ Consultant's Ranking after Evaluation: _____ Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.		11. TOTAL CLAIMED DBE PARTICIPATION	18.00 %
21. Local Agency Representative's Signature _____ 22. Date _____ 23. Local Agency Representative's Name _____ 24. Phone _____ 25. Local Agency Representative's Title _____		IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.  12. Preparer's Signature _____ 13. Date <u>09/08/2022</u> Min Zhou, PE 323-260-4703 14. Preparer's Name _____ 15. Phone _____ CEO/President 16. Preparer's Title _____	

DISTRIBUTION: Original – Included with consultant's proposal to local agency.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.



EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known Congressional District, if known _____	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known _____	
6. Federal Department/Agency: _____	7. Federal Program Name/Description: CFDA Number, if applicable _____	
8. Federal Action Number, if known: _____	9. Award Amount, if known: _____	
10. Name and Address of Lobby Entity (If individual, last name, first name, MI) (attach Continuation Sheet(s) if necessary)	11. Individuals Performing Services (including address if different from No. 10) (last name, first name, MI) (attach Continuation Sheet(s) if necessary)	
12. Amount of Payment (check all that apply) \$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned	14. Type of Payment (check all that apply) <input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other, specify _____	
13. Form of Payment (check all that apply): <input checked="" type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ Value _____	15. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 12: (attach Continuation Sheet(s) if necessary)	
16. Continuation Sheet(s) attached: Yes <input type="checkbox"/> No <input type="checkbox"/>	17. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	
Federal Use Only:	Signature: _____ Print Name: <u>Min Zhou, PE</u> Title: <u>CEO/President</u> Telephone No.: <u>323-260-4703</u> Date: <u>9/8/22</u> Authorized for Local Reproduction Standard Form - LLL	

Standard Form LLL Rev. 04-28-06

Distribution: Orig- Local Agency Project Files



EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

1. Type of Federal Action:

a. contract
 b. grant
 c. cooperative agreement
 d. loan
 e. loan guarantee
 f. loan insurance

2. Status of Federal Action:

a. bid/offer/application
 b. initial award
 c. post-award

3. Report Type:

a. initial
 b. material change

For Material Change Only:
 year _____ quarter _____
 date of last report _____

4. Name and Address of Reporting Entity

Prime Subawardee
 Tier _____, if known

5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:

Congressional District, if known _____

6. Federal Department/Agency:

7. Federal Program Name/Description:

CFDA Number, if applicable _____

8. Federal Action Number, if known:

9. Award Amount, if known:

10. Name and Address of Lobby Entity
 (If individual, last name, first name, MI)

11. Individuals Performing Services
 (including address if different from No. 10)
 (last name, first name, MI)

(attach Continuation Sheet(s) if necessary)

12. Amount of Payment (check all that apply)

\$ _____ actual planned

13. Form of Payment (check all that apply):

a. cash
 b. in-kind; specify: nature _____
 Value _____

14. Type of Payment (check all that apply)

a. retainer
 b. one-time fee
 c. commission
 d. contingent fee
 e. deferred
 f. other, specify _____

15. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 12:

(attach Continuation Sheet(s) if necessary)

16. Continuation Sheet(s) attached: Yes No

17. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature: *Brant Brechbiel*
 Print Name: Brant Brechbiel
 Title: Vice President/Chief Contracting Officer
 Telephone No.: (714) 648-0630 Date: 8/29/22

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 Standard Form - LLL

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SECTION 4 | COST PROPOSAL



Our Cost Proposal is included in a separate sealed envelope, as requested in the RFP.

- Exhibit 10-K
- Exhibit 10-H
- Hourly Rates

EXHIBIT 10-I NOTICE TO PROPOSERS DBE INFORMATION

(Federally funded projects only)

The Agency has established a DBE goal for this Contract of 8.00%**1. TERMS AS USED IN THIS DOCUMENT**

- The term “Disadvantaged Business Enterprise” or “DBE” means a for-profit small business concern owned and controlled by a socially and economically disadvantaged person(s) as defined in Title 49, Code of Federal Regulations (CFR), Part 26.5.
- The term “Agreement” also means “Contract.”
- Agency also means the local entity entering into this contract with the Contractor or Consultant.
- The term “Small Business” or “SB” is as defined in 49 CFR 26.65.

2. AUTHORITY AND RESPONSIBILITY

- A. DBEs and other small businesses are strongly encouraged to participate in the performance of Contracts financed in whole or in part with federal funds (See 49 CFR 26, “Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs”). The Consultant must ensure that DBEs and other small businesses have the opportunity to participate in the performance of the work that is the subject of this solicitation and should take all necessary and reasonable steps for this assurance. The proposer must not discriminate on the basis of race, color, national origin, or sex in the award and performance of subcontracts.
- B. Proposers are encouraged to use services offered by financial institutions owned and controlled by DBEs.

3. SUBMISSION OF DBE INFORMATION

If there is a DBE goal on the contract, Exhibit 10-O1 *Consultant Proposal DBE Commitment* must be included in the Proposal. In order for a proposer to be considered responsible and responsive, the proposer must make good faith efforts to meet the goal established for the contract. If the goal is not met, the proposer must document adequate good faith efforts. All DBE participation will be counted towards **meeting** the contract goal; therefore, all DBE participation shall be collected and reported.

Exhibit 10-O2 *Consultant Contract DBE Information* must be included in **best qualified consultant’s executed consultant contract**. Even if no DBE participation will be reported, the successful proposer must execute and return the form.

4. DBE PARTICIPATION GENERAL INFORMATION

It is the proposer’s responsibility to be fully informed regarding the requirements of 49 CFR, Part 26, and the Department’s DBE program developed pursuant to the regulations. Particular attention is directed to the following:

- A. A DBE must be a small business firm defined pursuant to 13 CFR 121 and be certified through the California Unified Certification Program (CUCP).
- B. A certified DBE may participate as a prime consultant, subconsultant, joint venture partner, as a vendor of material or supplies, or as a trucking company.
- C. A DBE proposer not proposing as a joint venture with a non-DBE, will be required to document one or a combination of the following:
 1. The proposer is a DBE and will meet the goal by performing work with its own forces.
 2. The proposer will meet the goal through work performed by DBE subconsultants, suppliers or trucking companies.
 3. The proposer, prior to proposing, made adequate good faith efforts to meet the goal.

- D. A DBE joint venture partner must be responsible for specific contract items of work or clearly defined portions thereof. Responsibility means actually performing, managing, and supervising the work with its own forces. The DBE joint venture partner must share in the capital contribution, control, management, risks and profits of the joint venture commensurate with its ownership interest.
- E. A DBE must perform a commercially useful function pursuant to 49 CFR 26.55, that is, a DBE firm must be responsible for the execution of a distinct element of the work and must carry out its responsibility by actually performing, managing and supervising the work.
- F. The proposer shall list only one subconsultant for each portion of work as defined in their proposal and all DBE subconsultants should be listed in the bid/cost proposal list of subconsultants.
- G. A prime consultant who is a certified DBE is eligible to claim all of the work in the Contract toward the DBE participation except that portion of the work to be performed by non-DBE subconsultants.

5. RESOURCES

- A. The CUCP database includes the certified DBEs from all certifying agencies participating in the CUCP. If you believe a firm is certified that cannot be located on the database, please contact the Caltrans Office of Certification toll free number 1-866-810-6346 for assistance.
- B. Access the CUCP database from the Department of Transportation, Office of Civil Rights [website](#)
 1. Click on the link titled Disadvantaged Business Enterprise;
 2. Click on Search for a DBE Firm link;
 3. Click on [Access to the DBE Query Form](#) located on the first line in the center of the page.

Searches can be performed by one or more criteria. Follow instructions on the screen.

6. MATERIALS OR SUPPLIES PURCHASED FROM DBES COUNT TOWARDS THE DBE GOAL UNDER THE FOLLOWING CONDITIONS:

- A. If the materials or supplies are obtained from a DBE manufacturer, count 100 percent of the cost of the materials or supplies. A DBE manufacturer is a firm that operates or maintains a factory, or establishment that produces on the premises the materials, supplies, articles, or equipment required under the Contract and of the general character described by the specifications.
- B. If the materials or supplies purchased from a DBE regular dealer, count 60 percent of the cost of the materials or supplies. A DBE regular dealer is a firm that owns, operates or maintains a store, warehouse, or other establishment in which the materials, supplies, articles or equipment of the general character described by the specifications and required under the Contract are bought, kept in stock, and regularly sold or leased to the public in the usual course of business. To be a DBE regular dealer, the firm must be an established, regular business that engages, as its principal business and under its own name, in the purchase and sale or lease of the products in question. A person may be a DBE regular dealer in such bulk items as petroleum products, steel, cement, gravel, stone or asphalt without owning, operating or maintaining a place of business provided in this section.
- C. If the person both owns and operates distribution equipment for the products, any supplementing of regular dealers' own distribution equipment shall be, by a long-term lease agreement and not an ad hoc or Agreement-by-Agreement basis. Packagers, brokers, manufacturers' representatives, or other persons who arrange or expedite transactions are not DBE regular dealers within the meaning of this section.
- D. Materials or supplies purchased from a DBE, which is neither a manufacturer nor a regular dealer, will be limited to the entire amount of fees or commissions charged for assistance in the procurement of the materials and supplies, or fees or transportation charges for the delivery of materials or supplies required on the job site, provided the fees are reasonable and not excessive as compared with fees charged for similar services.

SECTION 6 | INSURANCE



KOA acknowledges that we are fully aware of the insurance requirements as specified in the RFP and accepts all conditions and requirements as contained therein. We confirm our insurance company is able to provide the coverages specified.

		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 3/30/2022		
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.						
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).						
PRODUCER AssuredPartners Design Professionals Insurance Services, LLC 3697 Mt. Diablo Blvd Suite 230 Lafayette CA 94549			CONTACT NAME: Jody Shigetani PHONE (A/C, No, Ext): 510-398-0744 FAX (A/C, No): E-MAIL ADDRESS: DesignProCerts@AssuredPartners.com			
License#: 6003745 KOACORP-01			INSURER(S) AFFORDING COVERAGE		NAIC #	
INSURED KOA Corporation 1100 Corporate Center Drive #201 Monterey Park, CA 91754 (323) 260-4703			INSURER A: Travelers Property Casualty Company of America		25674	
			INSURER B: Sentinel Insurance Company		11000	
			INSURER C: Travelers Casualty and Surety Co of America		31194	
			INSURER D:			
			INSURER E:			
			INSURER F:			
COVERAGES		CERTIFICATE NUMBER: 795104024		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURER (INSR) W/VOL	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab <input checked="" type="checkbox"/> XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y Y	84SBWBH9362	3/13/2022	3/13/2023	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
B	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y Y	84SBWBH9362	3/13/2022	3/13/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		84SBWBH9362	3/13/2022	3/13/2023	EACH OCCURRENCE \$ 8,000,000 AGGREGATE \$ 8,000,000 \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	UB2L459350	9/19/2021 9/19/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability Pollution Liability Included		107587482	3/13/2022	3/13/2023	Per Claim 2,000,000 Aggregate Limit 4,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Insured owns no company vehicles; therefore, hired/non-owned auto is the maximum coverage that applies. WC Officers and Directors Exclusion: Walter Okitsu, V.P. Umbrella Liability policy is follow-form to its underlying Policies: General Liability/Auto Liability/Employers Liability. AS EVIDENCE OF COVERAGE(S)						
CERTIFICATE HOLDER			CANCELLATION 30 Day Notice of Cancellation			
For Proposal Purposes			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.			
			AUTHORIZED REPRESENTATIVE 			
© 1988-2015 ACORD CORPORATION. All rights reserved.						
ACORD 25 (2016/03)		The ACORD name and logo are registered marks of ACORD				

STANDARD AGREEMENT

KOA and our Surety have reviewed the City's Standard Professional Services Agreement and recommends minor revision in order to be aligned with industry standards. We have included our requested deviations from the standard agreement below.

6.8. Indemnification and Hold Harmless. To the fullest extent of the law, and consistent with Civil Code section 2782.8, CONSULTANT agrees to **defend**, indemnify, hold free and harmless the CITY, its elected and appointed officials, officers, agents and employees, at CONSULTANT's sole expense, from and against any and all claims, demands, actions, suits or other legal proceedings brought against CITY, its elected and appointed officials, officers, agents, and employees to the extent arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of the CONSULTANT, its employees, and/or authorized subcontractors, in performing design professional services pursuant to this Agreement. The **defense indemnification** obligation provided for hereunder shall apply **without any advance only** showing of negligence, recklessness or willful misconduct of the CONSULTANT, its employees, and/or authorized subcontractors, but shall be required whenever **it is determined that** any claim, action, complaint, or suit asserts **as its basis is the result of** the negligence, recklessness, or willful misconduct of CONSULTANT, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the CITY, its elected and appointed officials, officers, agents, and employees based upon such negligence, recklessness, or willful misconduct., ~~whether or not the CONSULTANT, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable.~~ Notwithstanding the foregoing, the CONSULTANT shall not be liable for the defense or indemnification of the CITY for claims, actions, complaints or suits arising out of the sole or active negligence or willful misconduct of the CITY. Further, in no event shall the cost to defend charged to the design professional exceed the design professional's proportionate percentage of fault, unless otherwise specified in Civil Code section 2782.8. This provision shall supersede and replace all other indemnity provisions contained either in the CITY's specifications or CONSULTANT's Proposal, which shall be of no force and effect.

6.10. PERS Eligibility Indemnification. In the event that CONSULTANT or any employee, agent, or subcontractor of CONSULTANT providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees.

Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the CITY, CONSULTANT shall indemnify, **defend**, and hold harmless CITY for the payment of any employee and/or employer contributions for PERS benefits on behalf of CONSULTANT or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of CITY.

PENDING LITIGATION

KOA's current pending litigation or claims filed against our firm, principals of our firm, or each of our key consultants, related to services performed for public agencies, or in actions that may affect our performance for public agencies consist of the following:

In April 2017, KOA was hired by WMWD to provide construction management and investigation services on the LSP. Due to alleged errors and deficiencies in Webb's design, the project was delayed and experienced significant cost overruns. Ultimately, the project was completed in June 2019, and resulted in cost overruns in excess of \$1 million. On May 1, 2019, WMWD initiated this lawsuit by filing a complaint against Webb for (1) professional negligence; (2) breach of contract; and (3) breach of express warranty. [1] WMWD seeks to recover at least \$1 million in damages from Webb. On January 2, 2020, Webb filed a cross-complaint against WMWD, C Below, Inc., KOA and Rasic. [2] In its cross-complaint, Webb alleges one cause of action against KOA, which is equitable indemnity; and four causes of action against Rasic and C Below, Inc. for breach of contract, express indemnity, equitable indemnity, and declaratory relief. KOA is also in the process of filing a Summary Judgment request claiming no merit to involve KOA in the counter suit by Webb. As it stands, the trial date is set for April 2023.

 **BOARD FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS** 

This Is To Certify That Pursuant
To The Provisions of Chapter 7, Division 3 of The Business and Professions Code

Shirjeel Muhammad

IS DULY LICENSED AS A
PROFESSIONAL ENGINEER
IN
TRAFFIC ENGINEERING
In The State of California, and Is Entitled To All The Rights and
Privileges Conferred In Said Code

WITNESS OUR HAND AND SEAL

Certificate No TR 2274

This 30th day of January, 2004, at Sacramento, California.

BOARD FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

Executive Officer President

EPRENG 7/31/02 THIS CERTIFICATE IS THE PROPERTY OF THE STATE OF CALIFORNIA AND IN THE EVENT OF ITS SUSPENSION, REVOCATION OR INVALIDATION FOR ANY REASON IT MUST UPON DEMAND BE RETURNED TO THE BOARD FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

**BOARD FOR PROFESSIONAL ENGINEERS,
LAND SURVEYORS, AND GEOLOGISTS**

PROFESSIONAL CIVIL ENGINEER



MIN ZHOU
C 66448

2535 Capitol Oaks Drive, Suite 300, Sacramento, CA 95833-2944
Telephone Number: 916-263-2222
www.bpelsg.ca.gov



1 RESULTS (SHOWING 1)



BARRIOS, MANUEL

LICENSE NUMBER: 92491 LICENSE TYPE: CIVIL ENGINEER
 LICENSE STATUS: CLEAR EXPIRATION DATE: SEPTEMBER 30, 2023
 SECONDARY STATUS: N/A
 CITY: ORANGE STATE: CALIFORNIA COUNTY: ORANGE ZIP: 92865



**CALIFORNIA UNIFIED CERTIFICATION PROGRAM
DISADVANTAGED BUSINESS ENTERPRISE CERTIFICATE**

CL SURVEYING AND MAPPING

8401 WHITE OAK AVE., #113
RANCHO CUCAMONGA, CA 91730

Owner: LAM LE

Business Structure: PARTNERSHIP

This certificate acknowledges that said firm is approved by the California Unified Certification Program (CUCP) as a Disadvantaged Business Enterprise (DBE) as defined by the U.S. Department of Transportation (DOT) CFR 49 Part 26, as may be amended, for the following NAICS codes:

NAICS Code(s) * Indicates primary NAICS code

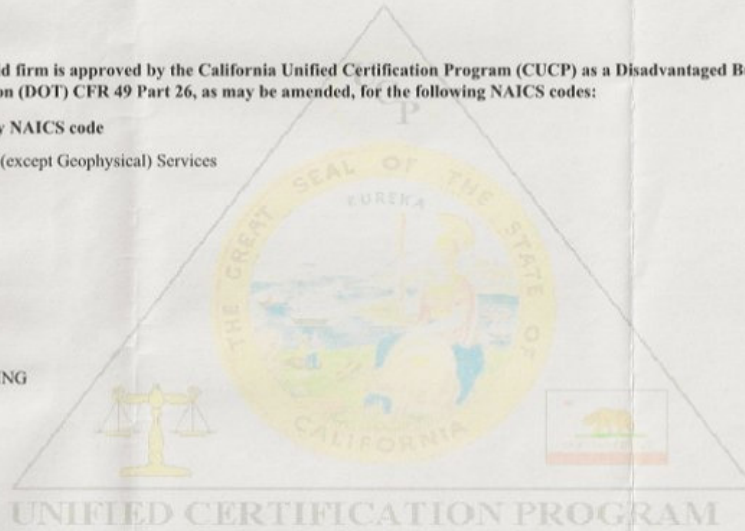
* 541370 Surveying and Mapping (except Geophysical) Services

Work Category Code(s)

C9826 LAND SURVEYING

Licenses

LS Land Surveyor



CERTIFYING AGENCY:
CITY OF LOS ANGELES
1149 SOUTH BROADWAY STREET
LOS ANGELES, CA 90015 0000
(213) 847-1922

UCP Firm Number : 38284

Kam Fitzpatrick

CUCP OFFICER

October 26, 2009

LOS ANGELES | CORPORATE OFFICE

1100 Corporate Center Drive, Suite 201
Monterey Park, CA 91754
(323) 260-4703

ORANGE COUNTY OFFICE

2141 W. Orangewood Avenue
Orange, CA 92868
(714) 573-0317

INLAND EMPIRE OFFICE

3190 Shelby Street, Bldg C.
Ontario, CA 91764
(909) 890-9693

SAN DIEGO OFFICE

5095 Murphy Canyon Road, Suite 330
San Diego, CA 92123
(619) 683-2933

COACHELLA VALLEY OFFICE

78-405 Via Caliente
La Quinta, CA 92253
(760) 694-1716

WESTSIDE OFFICE

300 Corporate Pointe, Suite 470
Culver City, CA 90230
(310) 473-6508

