



MARK PESTRELLA, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
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ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

July 17, 2018

IN REPLY PLEASE  
REFER TO FILE: **T-6**

Mr. Keith R. Rutherford, T.E.  
Stantec Consulting Services  
38 Technology, Suite 100  
Irvine, CA 92618

Dear Mr. Rutherford:

**NOTICE TO PROCEED  
AS-NEEDED TRAFFIC DESIGN SERVICES  
PRAIRE AVENUE – 154TH STREET TO REDONDO BEACH BOULEVARD  
CONTRACT PW14002**

We have approved the enclosed design task order dated June 25, 2018. Effective immediately, you may proceed with this task order in accordance with the Scope of Services. This brings your total committed contract amount to \$49,325, which leaves a remaining balance of \$450,675.

Please continue to coordinate all your work with Mr. Patrick Smith of Traffic and Lighting Division, TRAFFIC Section, at (626) 300-4838.

Very truly yours,

MARK PESTRELLA  
Director of Public Works

A handwritten signature in cursive script, reading "Emiko Thompson".

EMIKO THOMPSON  
Interim Assistant Deputy Director  
Traffic and Lighting Division

PAS:la  
P:\TLPUB\WPFILES\FILES\TRA\SOUTH\BAY07\CALL\IPRAIRIE (PROP. 1B)\CONTRACT NTPB.DOC

Enc.

bc: Architectural Engineering (Alcazar)



# *COUNTY OF LOS ANGELES*

DEPARTMENT OF PUBLIC WORKS

## TECHNICAL PROPOSAL

**TRAFFIC DESIGN SERVICES  
PRAIRIE AVENUE  
TRAFFIC SIGNAL SYNCHRONIZATION PROJECT  
(154<sup>th</sup> Street To Redondo Beach Blvd)**



**Stantec**

38 Technology, Suite 100  
Irvine, CA 92618  
949.923.6000

**Revised  
June 25, 2018**



June 25, 2018

Ms. Salynne Wong  
County of Los Angeles  
Department of Public Works  
P.O. Box 1460  
Alhambra, CA 91802-1460

Dear Ms. Wong:

Stantec Consulting Service Inc. (Stantec) is pleased to submit the enclosed revised proposal in response to the County of Los Angeles (County) Specific Scope of Work to provide traffic design services for the Prairie Avenue, 154<sup>th</sup> Street to Redondo Beach Boulevard, Traffic Signal Synchronization Project.

This proposal is comprised of a work plan, project schedule and fee estimate. The work plan describes the approach and tasks for design, construction support, and as-built preparation. The project schedule indicates an anticipated duration of the design phase at approximately thirteen months beginning in late 2017. The total fee estimate for this work is \$96,257 which includes fees for "needed" tasks and allowances for various "as-needed" tasks. The "needed" tasks budget is \$49,325.

We trust that this proposal meets the County's requirements and approval and look forward to the opportunity to complete this project for the County. If you have any questions, please do not hesitate to contact me at (949) 923-6952 or [keith.rutherford@stantec.com](mailto:keith.rutherford@stantec.com).

Sincerely,

Approved Los Angeles County Public Dept. of Works:

A handwritten signature in cursive script that reads "Keith R. Rutherford".

Keith R. Rutherford, T.E.  
Senior Associate

A handwritten signature in cursive script that reads "Jane Wong".  
Name \_\_\_\_\_ Date 6/27/18

Enclosure



June 25, 2018

## 1. PROPOSED WORK PLAN

### Approach

Stantec Consulting Services Inc's (Stantec) approach to this project will be to do the work as timely and efficiently as possible using knowledgeable personnel, conducting thorough research, data collection, and upgrade/modification design as required for four (4) traffic signal locations included in the Prairie Avenue - 154<sup>th</sup> Street to Redondo Beach Boulevard Traffic Signal Synchronization Project (see Figure 1). The core Stantec team will be comprised of experienced individuals who will be dedicated to the assignment from start to finish participating in all aspects of the work including: County meetings, field inventory and existing conditions documentation, base, improvement, and utility plan preparation, and construction support. The Stantec team, which has worked together on similar projects, stresses good communications and quality work, done on time and within budget. FPL and Associates, Inc. (CBE) is included on our team to provide additional traffic design services. The Stantec Team also includes the specialty CBE sub-consultant firms of BA Inc. and Calvada Surveying Inc. to assist with utility and survey tasks. To assist with traffic volume data collection, if required, our team includes AimTD, an experienced CBE firm.

### Work Plan

#### Task 1 - Project Management/Plan Review Meetings/Agency Meetings

During the duration of this assignment we will manage the project in accordance with our Project Management Frameworks tool including established policies and practices in the ISO 9001certified Stantec Quality Management System (SQMS). This program will ensure that quality control procedures are implemented and that independent reviews are conducted for all deliverable reports and plans. We will update the project schedule and prepare invoices in the required County format.

Our budget includes an allowance for attendance at up to five (5) project meetings with the County to discuss and coordinate the project. The anticipated meetings are: project kick-off/pre-design (1 meeting); recommendations review (1 meeting); 1st plan submittal review (1 meeting); 2nd plan submittal review (1 meeting); and final plan submittal review (1 meeting). Following meetings, Stantec will prepare minutes and submit to the County for approval.

#### Deliverables:

- Meeting agenda and/or meeting minutes.

#### Task 2 - Field Review/Inventory

The County will provide recommendations for each location. Following the project kick-off meeting and obtaining as-built record traffic signal plans and utility company maps/plans of underground facilities, Stantec will review this information and then conduct an inventory of intersection and traffic signal conditions at each project location. Field inventories will be performed as outlined in the County's 2015 *Traffic Signal Plan Drafting Guide* manual to verify and supplement the as-built drawing at each project location. The intersection and traffic signal inventory at each location will include the following:

- Signal pole types and mast arm lengths;
- Vehicle and pedestrian indication types and sizes;
- Vehicle and pedestrian detection (loops, pushbuttons, and video detection);
- Safety lighting;
- Existence and alignment of cross walks/encroachment of median noses;
- Presence of access ramps and required ADA clearances;
- Assessment of roadway re-striping and channelization improvements to improve intersection efficiency or safety;
- Inventory of the interior of the controller cabinet;
- Taking notes and measurements of existing traffic signal and non-traffic signal items
- Identification of overhead utilities;
- **Identification of red curb that encroaches in areas of loop detectors;** and
- **Digitally photographing** the existing services and controller cabinets (exterior and interior), signal pole standards, and all approaches/departures of the intersection per Appendix G of the Drafting Guidelines Manual **is not required per direction of the County and is not included in this scope.**

The County will coordinate meetings and field visits with the Cities of Lawndale and Torrance to provide access to the interior of controller cabinets for inventory.

Twelve (12)-hour manual and 24-hour machine traffic volume count data (as needed) will provide the same information as counts done by Los Angeles County Department of Public Works with the format for the 12-hour manual and 24-hour traffic volume data pre-approved by the County. If needed, 12-hour manual, 24-hour machine traffic volume data, and radar speed surveys will be collected in accordance with the County's requirements<sup>1</sup> for specified project locations by AimTD.

Following field review and inventory, we will review the confirmed and documented intersection and traffic signal conditions and recommendations.

**Deliverables:**

- 12-hour manual and 24-hour machine traffic volume data and radar speed surveys will be submitted with the Traffic Signal Recommended Improvement reports, or with the next project submittal following the County's request for traffic volume data.

<sup>1</sup> Manual counts shall be taken between 6am and 6pm, inclusive and include all legs of the intersection. They are to be taken on a Tuesday, Wednesday or Thursday, on non-rain days, non-holiday or day after a holiday and shall also include

truck and pedestrian volumes. Machine counts (as needed) are to be 6 days Thursday through Tuesday inclusive and shall provide directional volumes, east-west and north-south, specified by the County.

### Task 3 - Traffic Signal (TS) Base Plans

A Traffic Signal Base Plan will be prepared for each project intersection using the County provided as-built record traffic signal plans as confirmed by field review and inventory. The County has provided a list of the existing available traffic signal plans for each intersection and their dates. Traffic Signal Base Plans will be prepared in CADD in conformance with the County's latest Traffic Signal Plan Drafting Guide manual and will show all existing traffic signal equipment and signing and striping. The Base Plans will be submitted to the County in groups of four (4) to expedite Project review by the County and will be prepared concurrently with the Traffic Signal Recommended Improvement Reports.

#### Deliverables:

- 1st, 2nd, and Final Submittal Traffic Signal Base Plans (4) CADD files.

### Task 4 - Traffic Signal (TS) Improvement Plans

Following submittal and approval of Traffic Signal Recommended Improvement Reports and Base Plans, Traffic Signal (TS) Improvement Plans will be prepared in CADD in accordance with County format and standards per the latest version of the County's Traffic Signal Plan Drafting Guide. The Signal Improvement plans will show all work as identified in the Recommended Improvement Reports. **The County has provided three (3) existing CADD file traffic signal plans for each project location except the Prairie Avenue/Redondo Beach Boulevard intersection for use on this project.**

The TS plans (and other plan sheets as required) will be incorporated into a single plan set including a title sheet and any equipment schedule/table sheets to be prepared by Stantec. Individual plan sheets will include the appropriate City signature blocks for the jurisdiction of each signal location.

#### Deliverables:

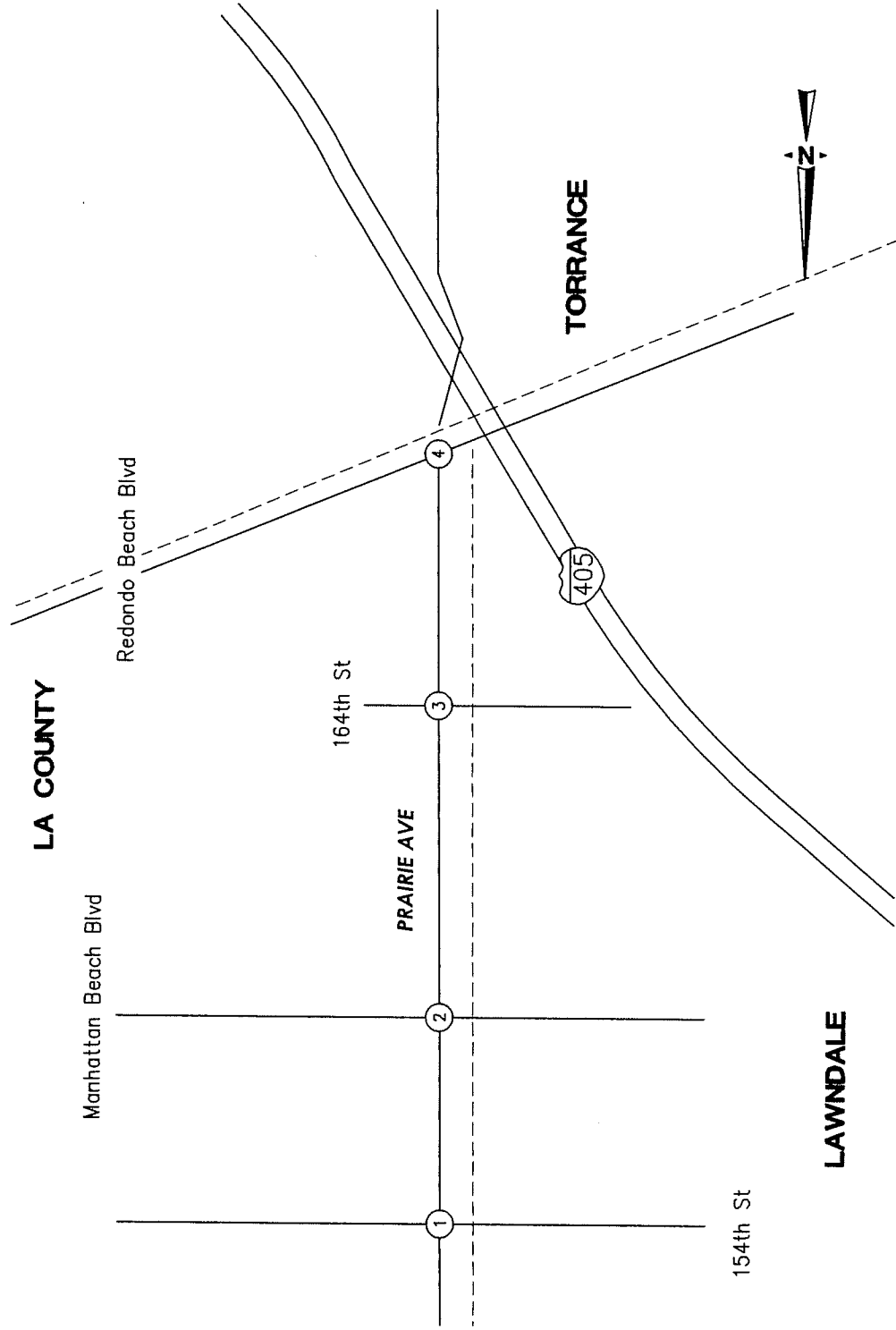
- 1st, 2nd, and Final Submittal Traffic Signal (TS) Improvement Plans (4) CADD files.
- Title Sheet and tables.

### Task 5 – Traffic Signal (TS) Utility Plans

The County will provide Stantec with plans and exhibits showing the location of underground utilities for preparation of separate Traffic Signal (TS) Utility Plans. Overhead utilities will be shown on the plans as noted during field inventory. Traffic Signal (TS) Utility Plans will be prepared in CADD in accordance with County format and standards per the latest version of the County's Traffic Signal Plan Drafting Guide using the approved Final TS Base Plan. The plan will indicate proposed work that is impacted by utilities and will be continuously updated as information is provided by the County.

#### Deliverables:

- 1st, 2nd, and Final Submittal Traffic Signal (TS) Utility Plans (4) CADD files.



**Figure 1**  
 County of Los Angeles Department of Public Works  
 Prairie Avenue Traffic Signal Synchronization Project

**Task 6 – Additional Traffic Signal Improvement Plan Sheets (as needed)**

Additional Traffic Signal (TS) Plan sheets may be required for specific intersections to provide all information necessary to implement the recommended improvements, including the cutting back of raised median noses to provide appropriate clearances at cross walks and/or to provide access ramps, and to provide space for conductor schedules, general and construction notes etc. that cannot be accommodated on a single plan sheet.

**Task 7 – Signing and Striping Plan Preparation (as needed)**

The project may include preparation of signing and striping plans for selected locations to improve intersection efficiency and safety. Signing and striping plans, if required, will be prepared based on the results of field inventory and agency approval of final recommendations for each signal.

Signing and striping plans will be prepared in CADD in accordance with County format and standards and include the appropriate City signature blocks for the jurisdiction(s) in which the improvements are located.

**Deliverables:**

- Signing and Striping Plans (to be included in the traffic signal modification plan set at 1<sup>st</sup>, 2<sup>nd</sup>, and final submittals).
- Final mylars and electronic CADD files.

**Task 8 – Roadway Construction Plan Preparation (as needed)**

The project may include the preparation of roadway construction plans/details for selected locations to improve intersection efficiency and safety. Roadway construction plans and/or details, if required, will be prepared based on the results of field inventory and agency approval of final recommendations for each signal.

Roadway construction plans will be prepared in CADD in accordance with County format and standards and include the appropriate City signature blocks for the jurisdiction(s) in which the improvements are located.

**Deliverables:**

- Roadway Construction Plans (to be included in the Traffic Signal (TS) plan set at 1<sup>st</sup>, 2<sup>nd</sup>, and final submittals).
- Final mylars and electronic CADD files.

**Task 9 – Permit Engineering Evaluation Report (PEER) and Fact Sheet Preparation (as needed)**

For project locations under jurisdiction of Caltrans, a Permit Engineering Evaluation Report (PEER) and Fact Sheets may be required. Stantec will prepare and submit these documents as required by Caltrans on an as needed basis.

**Deliverables:**

- Permit Engineering Evaluation Reports (PEERs)



- Mandatory and/or Advisory Design Standard Exception Reports (Fact Sheets)

#### Task 10 – Construction Support Services (as needed)

During the construction phase of the project we will provide interpretation and clarification of the approved construction documents in terms of design, design intent, and implementation of the project. These clarifications and interpretations will be subject to approval by the County.

##### Deliverables:

- Revised plans, exhibits, memos, etc. as required to address project construction issues.

#### Task 11 – As-built Plan Preparation (as needed)

After project construction is complete, we will prepare as-built plans based on information provided by others. It is anticipated that this information will be provided as a set of project plans red lined to indicate the changes that were made during project construction.

##### Deliverables:

- Revised as-built plans (1st and final submittals).

#### Task 12 – Mylar

Following approval of Final Traffic Signal (TS) Improvement Plans and Utility Plans, one (1) set of original mylars, signed and stamped by a California registered Civil Engineer will be provided to the County.

##### Deliverables:

- Approved signed Final Mylars



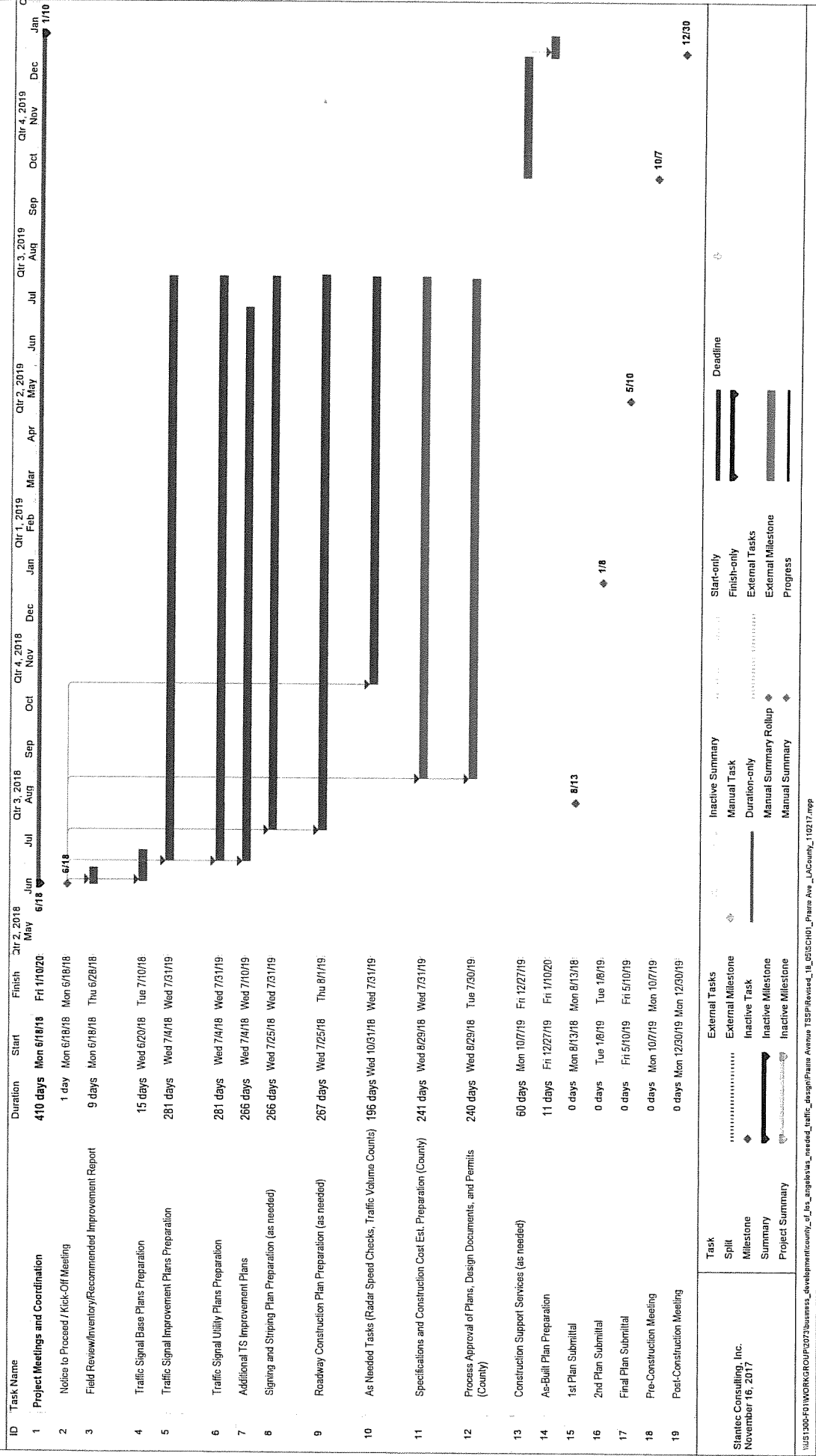
June 25, 2018

TECHNICAL PROPOSAL  
County of Los Angeles – Public Works Department  
Prairie Avenue – 154<sup>th</sup> Street to Redondo Beach Blvd  
Traffic Signal Synchronization Project

## 2. PROJECT SCHEDULE

Stantec will present a project schedule at the project kick-off meeting identifying the start and completion dates of all anticipated work including deliverables, milestones, and County review time. We will continually monitor project progress and update against this schedule and adjust resource allocation as necessary to keep the project on schedule. Attached is a preliminary project schedule showing the duration of the project and an anticipated Notice to Proceed date.

PRELIMINARY SCHEDULE - PRAIRIE AVENUE  
154th STREET TO REDONDO BEACH BOULEVARD  
TRAFFIC SIGNAL SYNCHRONIZATION PROJECT



Slantec Consulting, Inc.  
November 16, 2017



June 25, 2018

TECHNICAL PROPOSAL  
County of Los Angeles – Public Works Department  
Prairie Avenue – 154<sup>th</sup> Street to Redondo Beach Blvd  
Traffic Signal Synchronization Project

### 3. FEE ESTIMATE

A Manpower Allocation Matrix and Fee Estimate showing the estimated man hours and costs by various classifications of personnel for completion of needed project tasks is provided on the following page. Unit costs and hours have also been provided for these tasks. The total fee for "needed" tasks is \$49,325. With allowances for "as-needed" tasks the total proposed fee for the project is \$96,257.

**Prairie Avenue  
154th Street to Redondo Beach Boulevard**  
TSM0010284  
Stantec

Tasks		Payment										Total Cost
		Rate/ Payment	Principal-In- Charge	Project Manager	Project Engineer	Design Engineer	Assistant Design Engineer	Technical Support Staff	TOTAL MAN-HOURS	TOTAL COST, per Unit	Total Sheets/Units	
1	Project Management/Plan Review Meetings/Agency Meetings Design Meetings with County/Agencies	Hourly		28	28				56	na	na	\$ 11,900.00
2	Field Review/Inventory/Recommended Improvement Report Field Review/Inventory/Compile Field Review Deliverable	LS		1	6	6	10	10	33	\$ 1,081.25	4	\$ 4,325.00
3	Traffic Signal Base Plans (See Intersection Sheet Details)	Sheet	1	8	12	20	32	12	85	\$ 3,082.50	4	\$ 12,330.00
4	Traffic Signal Improvement Plans (See Intersection Sheet Details) Title Sheet	Sheet	1	8	12	16	36	12	85	\$ 3,052.50	4	\$ 12,210.00
		Sheet	1	1	3	3	7	4	16	\$ 2,075.00	1	\$ 2,075.00
5	Traffic Signal (TS) Utility Plans (See Intersection Sheet Details)	Sheet	1	4	8	8	24	16	53	\$ 1,621.25	4	\$ 6,485.00
6	Additional TS Improvement Plan Sheets (As needed)	LS	-	-	-	-	-	-	-	\$ 8,000.00		Hourly Rate
7	Signing and Striping Plan Preparation (As needed)	LS	-	-	-	-	-	-	-	\$ 5,000.00		Hourly Rate
8	Roadway Construction Plan Preparation (As needed) Chit Improvement Plan (As needed) Storm Drain Plan (As needed) Survey Plan (As needed) Detour Plan (As needed)	LS	-	-	-	-	-	-	-	\$ 8,000.00		Hourly Rate
		LS	-	-	-	-	-	-	-	\$ 8,000.00		Hourly Rate
		LS	-	-	-	-	-	-	-	\$ 4,000.00		Hourly Rate
		LS	-	-	-	-	-	-	-	\$ 5,000.00		Hourly Rate
9	As Needed Tasks Radar Speed Checks (100 vehicles per direction) Manual Traffic Volume Counts (12-hr, 6 am to 6 pm with truck and pedestrian volumes, 2-person) Machine Traffic Volume Counts (24-hr, bi-directional, 6-days Thursday - Tuesday with directional volumes)	Unit								\$ 99.00		Unit
		Unit								\$ 773.00		Unit
		Hourly Rate								\$ 270.00		Unit
10	Construction Support Services (As needed)	Hourly Rate	-	-	-	-	-	-	-	\$ 5,000.00		Hourly Rate
11	As-built Plan Preparation (As needed - 2 submittals each)	Sheet	1	2	4	3	4	4	18	\$ 697.50	4	\$ 2,790.00
12	Mydars	LS										
Revised 05/21/18												
<p>★ Tasks that will be based on Hourly Rates should not exceed the Task Total Cost limit indicated by the County.</p> <p>When an "As-Needed" Task is requested, prior to proceeding with the Task, the Consultant shall submit a cost estimate to complete the specific Task to the County for approval.</p>		Labor Rates =										
		Subtotal Cost for "Needed" Tasks =										
		Subtotal Cost for "As Needed" Tasks =										
		Total Cost =										\$ 96,257.00
			\$290.00	\$245.00	\$180.00	\$150.00	\$120.00	\$90.00				
										\$ 49,325.00		
										\$ 46,932.00		
										\$ 96,257.00		