

October 16, 2018

Mr. James Bombaci
Director of Facilities Planning & Management
Gilroy Unified School District
210 Swanston Lane
Gilroy, CA 95020

**RE: Proposal for Traffic IStudy for the proposed Brownell Middle School
Modernization Project in the City of Gilroy**

Dear James,

Kimley-Horn is pleased to submit this proposal to provide consulting support and traffic engineering services in conjunction with the proposed Brownell Middle School Modernization Project in Gilroy CA. Replacement buildings will consist of single story construction for six replacement learning communities, replacement administration building, replacement Library/Media Center, and a replacement Kitchen addition at the existing Multi-Purpose Building. Modernization and Site improvements will include the existing Multi-Purpose, Gym, PE and athletic facilities, pedestrian hardscape, landscaping, drop off facilities along the west and east side of school, and on-site utilities. New construction will include the addition of a new staff parking lot north end with 70 stalls and staff/visitor parking lot west end with 66 stalls. A total of 37 classrooms will be demolished and replaced; the classroom count and enrollment will remain the same.

This proposal is to provide the evaluation of a site plan, access and circulation to and from the school site, including pedestrian flows, bicycle flows and vehicular (car and school bus) drop-off and pick-up operations.

Task 1: Existing Conditions

Kimley-Horn will conduct a field observation when the school is in session. The purpose of the field visit is to understand the traffic operation conditions on Hana Street, Carmel St (where the future driveways will be), Second Street, First St, and School driveways.

No new traffic counts are proposed in this task.

Task 2: Project Conditions

Kimley-Horn will evaluation on-site operational aspects such as vehicular access and internal circulation, including pedestrian and bicycle circulation for the proposed site plan. The numbers

of required parking spaces will be compared to proposed parking spaces. The most recent proposed site plan will be provided to Kimley Horn before this task was conducted. Kimley Horn will perform a qualitative analysis of traffic operation around the proposed new school.

Task 3: Memorandum

Kimley-Horn will prepare a Memorandum to summarize findings and give recommendation.

Optional Tasks

The following services are not included in this cost proposal, but can be provided at an additional cost:

- If more detail traffic operation analysis is needed, a new scope and fee will be required.
- No traffic counts were included in this scope, additional scope will be required if needed.
- Attendance at any meetings or hearings not identified in this scope, such as additional City staff/agency meetings.

Information Provided By Client

We shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by Kimley-Horn during the project.

SCHEDULE

We will provide our services as expeditiously as practicable to meet a mutually agreed upon schedule. Once we received a notice to proceed, it will take **6 weeks** to complete the Administrative Draft TIA. Traffic Counts can only be conducted after school starts in September.

Fee Proposal

Kimley-Horn will perform the Scope of Services in Tasks 1-6 at a Lump Sum Fee of \$10,975 (without optional tasks). This letter proposal will be part of the Agreement between Kimley-Horn and Gilroy Unified School District.

Fees and expenses will be invoiced monthly based, as applicable, upon the percentage of services performed or actual services performed and expenses incurred as of the invoice date. Payment will be due within 45 days of your receipt of the invoice.

Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to the Agreement between Gilroy Unified School District and Kimley-Horn.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, offers its clients the option to receive electronic invoices. These invoices come via email in an Adobe PDF format. We can also provide a paper copy via regular mail if requested. Please select a billing method from the choices below:

_____ Please email all invoices to _____@_____.

_____ Please email invoices to _____@_____. _____ AND provide a hard copy to the address listed above to the attention of _____ (or provide alternative address).

_____ Please ONLY provide a hard copy invoice to the address listed above to the attention of _____ (or provide alternative address).

If you concur in all the foregoing and wish to direct us to proceed with the services, please have authorized persons execute both copies of this Agreement in the spaces provided below, retain one copy, and return the other to us. We will commence services only after we have received a fully-executed agreement. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter.

To ensure proper set up of your projects so that we can get started, please complete and return with the signed copy of this Agreement the attached Request for Information. Failure to supply this information could result in delay in starting work on your project.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



Frederik Venter, P.E.
#C64621