

## CONSULTING SERVICE AUTHORIZATION

DATE: \_\_\_\_\_

CONSULTANT: Kimley Horn and Associates, Inc.

SERVICE AUTHORIZATION NO. 12-22 FOR CONSULTING SERVICES

CITY P.O. NO. \_\_\_\_\_ CITY EXPENSE CODE \_\_\_\_\_

TITLE: Stop Control Warrant Analyses

CITY PROJECT NO. 16-087

This Service Authorization, when executed, shall be incorporated in and shall become an integral part of the "Agreement for General Consulting Engineering Services" Contract, dated February 22, 2012.

### I. PROJECT DESCRIPTION

Kimley-Horn and Associates, Inc. ("Kimley-Horn") is pleased to submit this service authorization request to the City of Delray Beach ("Client") for traffic engineering services. Our project understanding, scope of services and fee follow.

The City wants to evaluate existing intersections which are currently controlled by 2-way stop for all-way stop control. The locations of study are as follows:

- 1) SW 4<sup>th</sup> Street and SW 7<sup>th</sup> Ave.
- 2) SW 9<sup>th</sup> Street and SW 2<sup>nd</sup> Ave.

### II. SCOPE OF SERVICES

#### Phase I – Study and Report Phase

#### 1. Traffic Data Collection

In this data collection phase, KHA will collect traffic volumes on all four approaches at each intersection for 8 hours during a typical weekday. In addition to vehicular volumes, pedestrian and bicycle volumes will be collected during the 8-hour timeframe. KHA will also obtain any available crash history from the Palm Beach County Traffic Division at the subject locations.

#### 2. Traffic Analysis

KHA will conduct an all-way stop control warrant analysis at each subject intersection in the City of Delray Beach, Florida.

The data will then be compared to the all-way stop control warrant criteria reported in the 2009 MUTCD. KHA will prepare a memorandum describing the data collection, analysis, and

conclusions.

The engineer will conduct up to one field visit per intersection to evaluate existing and sight distance conditions.

The scope of services includes up to one meeting per intersection with the City.

Deliverables: One warrant study memorandum per intersection.

#### **Phase II – Preliminary Design Phase**

Preliminary Design Phase Services are not included in this Service Authorization

#### **Phase III – Final Design Phase**

Final Design Phase Services are not included in this Service Authorization

#### **Phase IV – Bidding/Negotiating Phase**

Bidding/Negotiating Phase Services are not included in this Service Authorization

#### **Phase V – Construction Administration**

Construction Administration Services are not included in this Service Authorization

### **ADDITIONAL SERVICES**

Upon your authorization, KHA will provide any additional services that may be required beyond those described in the scope of services above. These services may include but are not limited to such items as the following:

- Additional traffic data collection and studies
- Additional meetings, exhibits, deliverables

### **SCHEDULE**

KHA will begin work upon receiving authorization from the City in accordance with a mutually agreed upon schedule.

### **III. BUDGET**

#### **Fee and Expenses**

KHA will perform the Services in tasks 1 - 2 on an hourly basis not to exceed \$4,000.00 *per intersection* and not to exceed \$8,000.00 for two intersections. Fees will be invoiced monthly based on the actual amount of service performed and expenses incurred. Payment will be due within 25 days of your receipt of the invoice. Individual task amounts are informational only.

Reimbursable Expenses billed under this contract could include: in-house duplicating, local mileage, facsimiles, postage, express delivery services, large-format color printing, construction drawing printing, specification printing, and other out-of house printing.

Optional services will be billed on a lump sum basis after written authorization from City to start those services or a portion thereof. Additional services which may be identified as needed at a later time will be negotiated at that time.

#### IV. COMPLETION DATE

This service authorization is approved contingent upon the City's acceptance of and satisfaction with the completion of the services rendered in the previous phase or as encompassed by the previous service authorization. If the City in its sole discretion is unsatisfied with the services provided in the previous phase or service authorization, the City may terminate the contract without incurring any further liability. The CONSULTANT shall commence work on any service authorization approved by the City to be included as part of the contract without a further notice to proceed.

Approved by:

CITY OF DELRAY BEACH:

Date \_\_\_\_\_

\_\_\_\_\_  
Cary D. Glickstein, Mayor

\_\_\_\_\_  
Witness (Signature)

\_\_\_\_\_  
Witness (Printed)

Attest: \_\_\_\_\_

Approved as to Legal Sufficiency

\_\_\_\_\_  
City Attorney

KIMLEY-HORN AND ASSOCIATES, INC.

Date 3-28-16

By: [Signature]  
(Seal)



BEFORE ME, the foregoing instrument, this 28th day of March, 2016, was acknowledged by Marwan Mutleh on behalf of the Corporation and said person executed the same free and voluntarily for the purpose there-in expressed.

Witness my hand and seal in the County and State aforesaid this 28th day of March, 2016.

[Signature]

Notary Public  
State of Florida

My Commission Expires:

