



CITY OF DEL REY OAKS

650 CANYON DEL REY RD. · DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 · FAX (831) 394-6421

AGENDA
SPECIAL MEETING OF THE
CITY OF DEL REY OAKS CITY COUNCIL
THURSDAY, MARCH 10, 2016 AT 6:00 P.M.
CHARLIE BENSON MEMORIAL HALL, CITY HALL

1. 6:00 P.M. - ROLL CALL – *Council*

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENTS:

Anyone wishing to address the City Council on matters not appearing on the Agenda may do so now. The public may comment on any other matter listed on the Agenda at the time the matter is being considered. *There will be a time limit of not more than three minutes for each speaker. No action will be taken on matters brought up under this item and all comments will be referred to staff.*

4. OLD BUSINESS:

A. Consider Options for Traffic Calming on Carlton Drive, Portola Drive and Quendale Avenue. *Action Item*

5. CONFIRM NEXT MEETING DATE: Tuesday, March 22, 2016, at 6:00 P.M. as the date and time of the Council's next regular meeting.

6. ADJOURNMENT

Information distributed to the Council at the meeting becomes part of the public record. A copy of written material, pictures, etc. must be provided to the secretary for this purpose. All enclosures and materials regarding these agenda items are available for public review at the Del Rey Oaks City Hall, 650 Canyon Del Rey Road, Del Rey Oaks.

WORK THAT HAS BEEN COMPLETED

- Replaced and added additional traffic signs.
- Added a stop sign @ Canyon & Portola.
- Removed the metal barrier, Re-stripped and signed the crosswalk @ Portola & Tweed.
- Re-stripped intersections and painted traffic berms.
- Tree cutting on all streets to increase visibility.
- Radar warning device in use.
- Enforcement increased – However stamped traffic survey required to use radar on Carlton Dr.
- Consulted with two traffic engineers – and received traffic calming RFP.
- Motor home removed from Quendale @ Carlton Dr.
- Requested CALTRANS to increase/enhance bike lane signage @ CDR & Carlton Dr.

**NOLAND
HAMERLY
ETIENNE
HOSS**

Attorneys at Law A PROFESSIONAL CORPORATION

WWW.NHEH.COM
E-MAIL CKEMP@NHEH.COM
831-424-1414 EXT. 271
OUR FILE NO. 21629.000

December 4, 2015

Stephen W. Pearson

Lloyd W. Lowrey, Jr.

Anne K. Secker

Randy Meyenberg

Michael Masuda

Christine G. Kemp

** Jo Marie Ometer*

Terrence R. O'Connor

Timothy J. Baldwin

** Charles Des Roches*

** Leslie E. Finnegan*

Ana C. Toledo

Robert D. Simpson

Retired

Myron E. Etienne, Jr.

Peter T. Hoss

James D. Schwefel, Jr.

*Harry L. Noland
(1904-1991)*

*Paul M. Hamerly
(1920-2000)*

** CERTIFIED SPECIALIST IN
PROBATE, ESTATE PLANNING,
AND TRUST LAW BY
THE CALIFORNIA BOARD OF
LEGAL SPECIALIZATION
STATE BAR OF CALIFORNIA*

VIA EMAIL DELIVERY

Jerry Edelen, Mayor
cityhall@delreyoaks.org
jeryedel71@gmail.com

Council Members
cityhall@delreyoaks.org

Kristin A. Clark
Vice Mayor

Patricia "Pat" Lintell
Council Member

Mike Ventimiglia
Council Member

Dennis G. Allion
Council Member

Re: Del Rey Oaks Traffic Calming Devices

Dear Mayor Edelen and City Council Members:

I am writing on behalf of Del Rey Oaks resident, Paul Keene, with regard to the City's contemplation of installing traffic calming devices on Portola Drive and Carlton Drive. The City's process in evaluating traffic calming devices for these streets is flawed and is not legally supportable.

The City of Del Rey Oaks does not employ a traffic engineer. The installation of traffic calming devices must be studied and done in accordance with professional traffic engineering analysis and be based on recognized engineering standards, must adhere to the California Vehicle Code and/or adopted state and federal standards, and must be consistent with the circulation element of the City's General Plan.

I understand the traffic count/speed evidence presented to the Council does not support the installation of said devices and there has been no traffic study or traffic engineering analysis supporting either the need for these devices, or an analysis of alternatives.

PHONE 831-424-1414

FROM MONTEREY 831-372-7525

FAX 831-424-1975

333 SALINAS STREET POST OFFICE BOX 2510 SALINAS, CA 93902-2510

21629\000\614335.1:12415

Jerry Edelen
Kristin A. Clark
Patricia "Pat" Lintell
Mike Ventimiglia
Dennis G. Allion
December 4, 2015
Page 2

I also understand the Chief of Police and Fire Department are against installing these devices without proper vetting and without adequate data or engineering analysis to support them. These public safety agencies recognize these devices will interfere with their ability to respond to the public safety.

The City Attorney recognizes the increased liability the City will face if traffic calming devices are installed, particularly without proper traffic engineering analysis.

The Police Chief outlined a list of alternative actions which could be taken to control traffic on these two streets. There are a host of other traffic control measures that should be considered.

One option could be the installation of speed limit signs with radar that flash the actual speed of a vehicle as it approaches the sign to show the driver what their speed is. Installing four of these types of signs, two on Portola and two on Carlton may well be a better way to address the perceived speed problem. The City of Monterey has them in several areas around Monterey and they appear to be effective. This would help cars to slow down, but it would also help citizens see what the actual speed is of vehicles traveling on Portola and Carlton. As the current speed survey indicates there is no speeding problem, this could also help citizens who perceive there a speed problem, see that most drivers are adhering to the speed limit.

Based on the October 27th City Council motion, the City cannot order or install speed cushions without hiring a traffic engineer to evaluation the situation, and also coming back to the Council with a formal Resolution on the matter.

We recognize that some residents perceive a speeding issue. That perception, however, is not supported by the evidence. The public safety concerns from the City's public safety providers is of utmost concern, as is the lack of any traffic engineering to support installation of any devices, which could expose the City to liability from accidents or injuries arising from the installations.

It is paramount that your Council rely on expert traffic engineers, your public safety officials' comments, and vet a full array of alternatives before proceeding with the installation of any speed bumps, speed humps or speed cushions on these streets.

If after this process, the City Council is still inclined to implement speed bumps, speed humps, or speed cushions, the City must prepare a set of traffic engineering standards relating to the design and placement of these devices, as well as speed/traffic

Jerry Edelen
Kristin A. Clark
Patricia "Pat" Lintell
Mike Ventimiglia
Dennis G. Allion
December 4, 2015
Page 3

volume criteria warranting the installation, for approval by the City Council, all in compliance with CEQA and the City's General Plan.

Please place my name on the list of person to receive notice of meetings and actions regarding this matter.

Additionally, should the City decide to move forward with ordering and installing speed bumps, speed humps or speed cushions, please provide me with at least 30 days notice of that action, so I can consult with Mr. Keene regarding his legal options to prevent the installation of said devices. As this is a matter of general public concern and such a challenge would protect an important right affecting the public interest, such a challenge could also expose the City to attorney fees under Code of Civil Procedure section 1021.5.

Sincerely,

NOLAND, HAMERLY, ETIENNE & HOSS
A Professional Corporation



Christine G. Kemp

CGK;acc

cc: Daniel Dawson, City Manager (citymanager@delreyoaks.org)
Ron Langford, Chief of Police (cop@delreyoaks.org)
Christina Trujillo, City Attorney (attorneytrujillo@yahoo.com)
Paul Keene (PAUL@PAULKEENEINVESTIGATIONS.COM)

PETITION

FOR A SAFER CARLTON DRIVE

Please sign below if you are open to considering the installation of "speed cushions" (like those installed on Plumas) as a speed control measure for Carlton Drive, for the purposes of reducing traffic speeds and improving public safety.

Speed cushions are several small speed humps installed across the width of the road with spaces between them. The speed cushions slow cars down to between 15-20 mph as they ride over them. However, the wider axle of emergency vehicles such as fire trucks and ambulances allows them to straddle the cushions, driving over them without slowing down.



Speed cushions are a lower cost alternative than other methods since they are easily installed and removed. They are generally made of recycled rubber. Speed cushions have been shown to be more effective than reduced speed limit signs, center islands, and other methods for reducing speeds in residential neighborhoods.

Address	Printed Name	Signature
2 Carlton Drive	natalie sugameli	Natalie Sugameli
4 Carlton Drive	MIKE HA'WOORTH	M. Ha'woorth
6 Carlton Drive		
8 Carlton Drive	TERRY CURRENCE	Terry Currence
10 Carlton Drive	Peggy Slap	Peggy Slap
12 Carlton Drive	Theresa Wooler	Theresa Wooler
14 Carlton Drive	Layne Bucklen	Layne Bucklen
16 Carlton Drive	Jane Altavilla	Jane Altavilla
18 Carlton Drive	John Callan	John Callan
20 Carlton Drive	Wilden Family by caretaker Beth Ferguson	Beth Ferguson
22 Carlton Drive	Beth Ferguson	Beth Ferguson
24 Carlton Drive		
26 Carlton Drive	Lawrence Turner	Lawrence Turner
28 Carlton Drive	Robert A. Dudley Robert A. Dudley	Robert A. Dudley
30 Carlton Drive	Eloise & John FARRAD	Eloise Farrad
32 Carlton Drive	MIKE MARRAS	Mike Marras

Meeting Minutes of the Traffic Committee for the City of Del Rey Oaks, Wednesday, February 17, 2016 at 9:00 a.m., Charlie Benson Memorial Hall.

Attending: Council Member Dennis Allion
City Attorney Trujillo
Chief Langford
Layne Buckley
Mike Fitzsimmons
Caitlin Baczuk via speakerphone

Committee discussed the agenda item - consider proposal to conduct a traffic study in Del Rey Oaks.

Chief Langford presented the proposal and recommended that the City Manager authorize the study.

Mr. Buckley asked if the RFP appropriately addressed the direction of the City Council. Discussion followed with following points being made:

1. City Council direction gave latitude for City Manager to do what is in best interest of the City and in his best judgement.
2. City Council direction called for a specific "stamped" engineering study to address speed cushions and the proposed study does not specifically address the stamped study issue.
3. Is it appropriate to spend roughly \$9,500 on the traffic study? The email from the person proposing the study seems to draw a forgone conclusion that speed bumps would not be appropriate.
4. Some disagreement from the Committee members as to how to proceed and what to recommend to the Council at Tuesday's meeting. Appropriate to present facts and information gathered to date to the council for open discussion.
5. Clear frustration by a significant number of citizens that "nothing" has been done to address this safety issue for thirty years.

Additional non-agenda topics:

1. Proposed that there be formal minutes of the traffic committee meetings. - All agreed
2. The next meeting date should be established at each meeting. Agreed on 9 a.m. on the 1st

Tuesday following each City Council meeting.

3. Signage needed on Highway 218 that states it is illegal to use the bike lane to pass cars on the right that are turning left off the highway.

4. Has it been considered and what are the issue (legal, relational, expense) of closing off access to/from Seaside on Carlton Drive.

5. What is status of efforts to obtain one or more grants to help pay for any traffic calming measures that may be implemented?

CITY OF DEL REY OAKS
MINUTES OF A MEETING
OF THE TRAFFIC COMMITTEE

February 17, 2016

A meeting of the Traffic Safety Committee ("Traffic Committee") as formed by the City Council ("City Council") of Del Rey Oaks ("the City") was held on February 17, 2016, beginning at 9:00 AM Pacific Time at the Del Rey Oaks City Hall located at 650 Canyon Del Rey Blvd, Del Rey Oaks, CA 93940, pursuant to notice duly given to all members of the Traffic Committee.

The following Members were present: Mike Fitzsimmons (on behalf of Megan Fitzsimmons), Layne Buckley, and Caitlin Baczuk (participated via phone).

Present from the City for all or a portion of the meeting were Christina Trujillo, City Attorney; Ronald Langford, Chief of Police, and Dennis Allion, City Council Member. Mr. Buckley served as Secretary of the meeting.

INTRODUCTION

Mr. Langford opened the meeting.

PROPOSAL FROM HATCH MOTT MACDONALD

Mr. Langford provided a proposal from Hatch Mott MacDonald, attached hereto as Exhibit A. Mr. Langford recommended that the Committee approve the proposal to authorize work. Mr. Allion and Ms. Trujillo also recommended to proceed with approving the Proposal.

Members of the Traffic Committee expressed concerns that the scope of the RFP did not reflect the scope of the project as approved by the City Council. The Members stated that they believed the scope of the project was to get a stamped engineering plan and engineering recommendation for placement of speed cushions on Carlton Drive in the City of Del Rey Oaks. The Members believe at least two parts of the Proposal were inconsistent with that scope, specifically,

- *"The City wants to reduce vehicle speeds on Carlton Drive, but it is uncertain whether speed cushions (e.g., speed humps, etc.) or other traffic calming methods or devices would be appropriate."*
- *"Not included in the scope of work are [...] design of any roadway feature or traffic control device."*

Ms. Trujillo advised that the scope of the RFP was general. Mr. Buckley questioned whether the scope of the RFP may be either specific or general and, if it may be specific, why a specific request was not made. Mr. Fitzsimmons stated that the scope of the RFP should be specific to the City Council vote.

Ms. Trujillo agreed to research, upon City Council approval, whether the RFP could be specific to the placement of speed cushions on Carlton Drive.

Further, Mr. Buckley questioned whether the entirety of the engineering study was necessary, or if a stamped engineering plan could be completed without the entire study to save both time and costs. Ms. Trujillo advised that it would behoove the City to have a full report, but would research, at approval of the City Council, whether the scope of the project could be narrowly tailored to the placement of speed cushions.

Mr. Buckley stated that as a member of the Committee he was not comfortable approving the Proposal if it was inconsistent with the scope approved by the City Council. Mr. Fitzsimmons and Ms. Baczuk agreed.

The Members, Mr. Allion, and Ms. Trujillo agreed that Mr. Buckley will report to the City Council that Mr. Buckley, Mr. Fitzsimmons, and Ms. Baczuk would not approve the Proposal for those reasons, and that the matter be taken to the City Council for clarification on the scope of the request.

In addition, Ms. Baczuk recommended that a revised RFP be conducted, in which a second bid is also solicited. Mr. Allion and the other Members supported this request.

UPDATES ON MATTERS DISCUSSED IN PRIOR COMMITTEE MEETINGS

Mr. Buckley requested an update on the long term plan as presented by Rich Deal, City of Monterey City Traffic Engineer, in the December 9, 2015 Committee Meeting, as well as an update regarding the suggestion made in the December 15, 2015 City Council Meeting to research grants to fund this project. In the February City Council Meeting, the Committee will request that Mr. Dawson provide an update regarding the long term plan and grant research.

Pursuant to discussion in the November 12, 2015 Committee Meeting, Mr. Buckley asked whether a sign could be placed on Hwy 218 at the intersection of Carlton Drive providing notice to drivers that it is prohibited by the vehicle code to pass on a bike lane. Mr. Langford will contact CalTrans asking what signage would be appropriate.

Mr. Buckley asked when the speed trailer deployment and patrol car presence would be resumed on Carlton Drive and Portola Drive. Mr. Langford stated that the speed trailer and patrol car presence would resume.

NEW BUSINESS

Mr. Buckley asked whether other solutions raised by the City Council members in the September 22, 2015 City Council Meeting would be considered, specifically, temporary, partial, or permanent closure of Carlton Drive at Plumas. Mr. Allion agreed this would solve many problems and had been discussed in the past. Mr. Langford advised that this may require additional agency review. Ms. Trujillo will research, at the approval of the City Council, the process to consider this action. Mr. Buckley further asked that the research include whether engineering is required. Mr. Buckley will raise this in the City Council meeting for consideration.

Mr. Buckley raised other low-cost traffic calming solutions for the City to consider, including painted bike lanes, median painting, and roadway narrowing via striping. Mr. Langford, Mr. Allion, and Mr. Fitzsimmons supported bike lanes and additional painting and striping. Mr. Buckley will raise these items in the City Council meeting for consideration.

RESIDENT PERSPECTIVES

Mr. Fitzsimmons expressed his concern over the lack of leadership to solve the speeding concerns raised by the residents, as well as the perceived lack of interest and delay in the process. Mr. Fitzsimmons stated that nothing should be more important to the City than the safety of its residents.

Ms. Baczuk expressed her concerns over the amount of time taken to date, and emphasized that the concern over public safety has been repeatedly raised by residents to the City for several years.

ADMINISTRATIVE MATTERS

Mr. Buckley requested that, consistent with the Seaside Traffic Committee, minutes be taken at each Committee meeting. Further, he requested that there be a standing item for a report of the Traffic Committee in each City Council Meeting. Finally, he requested that at the conclusion of each Committee Meeting, the date and of the next Committee Meeting be set, with an agenda to be circulated in advance of the meeting. All members and representatives of the City agreed to hold the Committee Meetings on the Tuesday immediately following the City Council Meeting, at 9:00AM Pacific. Due to a conflict on March 1, 2016, the next Traffic Committee meeting is proposed to be held on Wednesday, March 2, 2016 at 10:00 AM Pacific Time at the Del Rey Oaks City Hall. A teleconference number will be provided for Members who are unable to attend in person.

Minutes of a Meeting of the Traffic Committee
DRAFT
February 17, 2016
Page 4

ADJOURN

The meeting was adjourned at approximately 10:00 AM, Pacific Time.

Respectfully submitted,

DRAFT

Layne Buckley
Secretary for the Meeting

Minutes of a Meeting of the Traffic Committee
DRAFT
February 17, 2016
Page 5

Exhibit A

Proposal from Hatch Mott MacDonald

Ron Langford

From: Higgins, Keith [Keith.Higgins@hatchmott.com]
Sent: Tuesday, February 02, 2016 10:37 AM
To: Ron Langford
Subject: RE: DRO PROPOSAL
Attachments: Carlton Drive Traffic Calming Evaluation Proposal.pdf;
City_of_Seaside_Traffic_Calming_Policy.pdf

Hi Ron,

Here is the proposal for the Carlton Drive Traffic Calming Evaluation. Also attached is the Seaside Traffic Calming Policy we prepared a few years ago when we were evaluating connections to General Jim Moore.

Based on a cursory review of the data, the results of the study will probably be that the volumes won't meet criteria for traffic calming. The street should be classified as a collector, so the speed limit should be 30mph. A collector would not meet warrants for traffic calming. A local street would meet speed warrants, but could be mitigated by speed feedback signs. The detailed study would document all of this. A lot of the cost is meetings, hearings and documentation.

Please call me if you have any questions.

Thanks, Keith

Keith B. Higgins, PE, TE
Hatch Mott MacDonald | keith.higgins@hatchmott.com
1300B First Street, Gilroy, California 95020
T 408.848.5912 C 408.201.2752 F 408.848.2202
www.hatchmott.com



**Hatch Mott
MacDonald**

Delivering Solutions

From: Ron Langford [<mailto:CoP@delreyoaks.org>]
Sent: Wednesday, January 27, 2016 12:11 PM
To: Higgins, Keith
Subject: RE: DRO PROPOSAL

Would be great

From: Higgins, Keith [<mailto:Keith.Higgins@hatchmott.com>]
Sent: Wednesday, January 27, 2016 11:49 AM
To: Ron Langford
Subject: RE: DRO PROPOSAL

Hi Ron, We're working on it now. Would Monday be ok? Thanks, Keith

Keith B. Higgins, PE, TE
Hatch Mott MacDonald | keith.higgins@hatchmott.com
1300B First Street, Gilroy, California 95020
T 408.848.5912 C 408.201.2752 F 408.848.2202



From: Ron Langford [mailto:CoP@delreyoaks.org]
Sent: Wednesday, January 27, 2016 7:15 AM
To: Higgins, Keith
Subject: DRO PROPOSAL

Keith – Any ETA on a scope of work and proposal for us? I know you are busy, just making sure that I follow up for my CM.

Thanks

Ron

Attention: This e-mail and any files transmitted with it from Hatch Mott MacDonald are confidential and intended solely for use of the individual or entity to whom they are addressed. If you have received this e-mail in error please immediately notify the sender. This email has been scanned by the Microsoft Forefront Online Protection for Exchange service. For more information please visit <http://messaging.microsoft.com>

Attention: This e-mail and any files transmitted with it from Hatch Mott MacDonald are confidential and intended solely for use of the individual or entity to whom they are addressed. If you have received this e-mail in error please immediately notify the sender. This email has been scanned by the Microsoft Forefront Online Protection for Exchange service. For more information please visit <http://messaging.microsoft.com>

Hatch Mott MacDonald

1300-8 First Street
Gilroy, CA 95020
T 408-848-3122 www.hatchmott.com

February 1, 2016

Ron Langford, Chief of Police
City of Del Rey Oaks
650 Canyon Del Rey Road
Del Rey Oaks, CA 93940

**RE: Carlton Drive Traffic Calming Evaluation,
Del Rey Oaks, California**

Dear Ron:

Hatch Mott MacDonald (HMM) is pleased to submit this proposal to provide traffic engineering services for the evaluation for the need and type of traffic calming on Carlton Drive in Del Rey Oaks, California. The City of Del Rey Oaks wants to reduce vehicle speeds on Carlton Drive, but is uncertain whether speed cushions (e.g. speed humps, etc.) or other traffic calming methods or devices would be appropriate.

The proposed scope of work is primarily based off my meeting with you and other City officials in January 2016 and the additional background information you have provided me, including a speed survey commissioned by the City and a letter from Christine G. Kemp of Noland, Hamerly, Etienne and Hoss, Attorneys at Law, who is representing a citizen of Del Rey Oaks.

A. Proposed Scope of Work

The following scope of work is proposed for this evaluation.

Task 1 – Field Visit

A field visit will be made to both the current and proposed school sites. Observations will be made regarding traffic circulation, parking facilities (on and off-site), transit access, and pedestrian and bicycle facilities.

Task 2 – Compilation of Available Data

Available information useful for this evaluation will be acquired by HMM. This would include data from the city-commissioned speed survey, collision data, verification of roadway classification (from both City General Plan and Caltrans Road System maps) and traffic calming evaluation criteria from other jurisdictions.

Task 3 – Collision History Evaluation

An evaluation of available collision data for Carlton Drive will be performed during the previous three (3) years (at a minimum). The evaluation will identify any collision trends that may be corrected by various types of traffic calming.

Note: This task will only be performed if sufficient collision data is available.

Task 4 – Evaluate Need for Traffic Calming

Hatch Mott MacDonald

Using the data and results from Tasks 2, 3, and 4, the need to implement traffic calming on Carlton Drive will be determined. This will be based on objective criteria for determining appropriate traffic calming devices included in the City of Seaside Traffic Calming Program, which is attached for your convenience.

Task 5 – Effectiveness of Traffic Calming in Speed Reduction

Different types of traffic calming will be identified that can reduce vehicle speeds, such as entry treatments, speed feedback signs and speed humps. The effectiveness of these different types of traffic calming will also be noted, based upon the results of published studies. This will include how the effectiveness of these traffic calming devices can vary based upon a vehicle's distance from the device. Typical installation costs of the devices will also be provided.

Task 6 - Documentation

The results of this evaluation will be summarized in an administrative draft report, with appropriate graphics, submitted to you for review by you and other City staff. Responses to your comments will be incorporated into a draft report for use by the City of Del Rey Oaks.

Note: This budget does not include responses to any public comments, including comments from other public agencies (e.g. the City of Seaside, City of Monterey, Caltrans, etc.). Such comments can be prepared for an additional fee.

Task 7 - Meetings

HMM will attend up to two meetings. The first meeting will be a neighborhood meeting to discuss public concerns about the project. The second would be a City Council public hearing regarding the project. Additional meetings can be attended for an additional fee.

Not Included

Not included in the above scope of work are additional analyses beyond what are specifically outlined above, any traffic volume data collection, any operational analysis, design of any roadway feature or traffic control device, design of any parking lot feature, attendance at more than two project-related meetings, cost estimates for mitigation measures, cost allocation formulas for mitigation measures, or any other task not specifically described in the scope of work or explicitly authorized. Any additional work required to that described under the Scope of Services above will be considered extra work. Receipt of written authorization for any additional work beyond our Scope of Services will be required prior to performing any additional work beyond what is specifically described in this proposal.

Hatch Mott MacDonald

B. Budget

The not-to-exceed fee for this study is \$9,550 (see Attachment A). We are prepared to start work on this project upon authorization. Costs will be accrued on a time and materials basis according to the fee schedule shown as Attachment B.

The authorized budget will not be exceeded without your approval.

C. Terms of Agreement

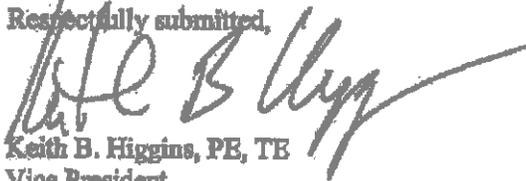
Terms of this agreement are included in Attachment C.

D. Conclusion

If the above scope of work, budget and agreement terms are acceptable to you, please return a signed copy of the attached Authorization to Proceed (Attachment D), which will serve as our authorization to proceed.

If you have any questions regarding the contents of this proposal or need additional information, please do not hesitate to contact Jeff Waller at your convenience. Thank you for the opportunity to assist you with this project.

Respectfully submitted,



Keith B. Higgins, PE, TE
Vice President
T 408.848.3122 F 408.848.2202
keith.higgins@hatchmott.com

khh; jmw
enclosures

Attachment A

Carlton Drive Traffic Calming Evaluation
 Del Rey Oaks, CA
 Fee Estimate

Submitted by
 Hatch Mott MacDonald
 February 1, 2016

Project Work Task	Personnel and Hourly Billing Rates					Total Hour	Total Fee
	Vice President \$302	Project Engineer \$191	Sr. CAD Technician \$141	Count Supervisor \$40			
1. Field Visit		3				3	\$573
2. Completion of Available Data		4				4	\$764
3. Collision History Evaluation		2				2	\$382
4. Evaluate Need for Traffic Calming	1	4				5	\$1,066
5. Effectiveness of Traffic Calming in Speed Reduction	1	4	1			6	\$1,207
6. Documentation							
Administrative Draft	1	8	1			10	\$1,971
Final	1	4				5	\$1,066
7. Meetings (2)	8					8	\$2,416
Total Hours :	12	29	2	0		43	\$9,445
Staff Expenses :	\$3,624	\$5,539	\$282	\$0			\$9,445
Travel Expenses :							\$91
Printing, Shipping, etc. :							\$14
Total Costs :							\$9,550

Notes:
 1. This fee estimate is based on hourly rates effective until December 2016.



FEE SCHEDULE

Effective through December 2016

PERSONNEL

Classification	Rate/Hour
Vice President	\$302
Principal Engineer	\$240
Senior Consultant	\$240
Senior Project Engineer	\$227
Senior Planner / Senior Traffic Modeler	\$227
Project Engineer	\$191
Senior Planner	\$176
Associate Planner	\$161
Engineer III	\$161
Specialist IV – Assistant Planner	\$141
Specialist III – Senior CAD Technician	\$141
CAD Technician, Designer	\$141
Planner III	\$110
Engineer II – Assistant CAD Technidan	\$107
Planner II	\$93
Administrative Assistant III	\$93
Specialist II – Traffic Count Supervisor, Field Technician	\$79
Technician I – Traffic Counter	\$62
Minimum Consultation Fee	\$556
Expert Witness (Rates Available on Request)	

SUB-CONSULTANTS

Professional Service by Others	Cost + 10%
--------------------------------	------------

EXPENSES

Materials, External Copying & Printing, Phone, Fax	Cost + 15%
Internal Copying - Letter Size (per single-sided page + labor)	\$0.10
Internal Copying - Ledger Size (per single-sided page + labor)	\$0.21
Large Sheet Prints - Bond or Blueiline (per D size sheet + labor)	\$2.08
Large Sheet Plots - Vellum (per D size sheet + labor)	\$4.16
Large Sheet Plots - Mylar (per D size sheet + labor)	\$6.24
Delivery/Courier Service	Cost + 15%
Auto Expenses (per mile)	\$0.54
Travel Expenses	Cost + 10%

ATTACHMENT C

Consulting General Terms and Conditions

The professional services performed by Consultant will be on a basis which is consistent with that reasonable standard of care and skill ordinarily used by members of the consultant's profession practicing under similar conditions. Both Consultant and Client agree to act reasonably, professionally and in good faith in all respects in connection with these terms and conditions and any resulting Agreement.

It is anticipated that results will meet objectives sought and accordingly all services will be assigned to professional personnel having the required skills, experience and competence. It is noted however that Consultant does not warrant nor guarantee any specific outcomes or results. All resulting reports, memoranda, commentary, opinions, recommendations or any other Consultant work product ("Deliverables") prepared by Consultant will be consistent with Consultant's standard of care and based upon information made available to Consultant by Client which Consultant is permitted to reasonably rely upon as accurate without independent verification. Consultant's ability to execute the services required is dependent upon experience in providing similar services to others and Consultant expects to continue such services in the future. Consultant will, however, preserve the confidentiality of any proprietary information received from Client or developed under this agreement.

Neither party will use the name of the other for advertising or promotional purposes without prior permission in writing. Deliverables resulting from this assignment are not to be reviewed or used in whole or in part outside of Client's organization without Consultant's written consent, provided, should Consultant provide its consent, then as an express condition thereto any such third party reviewing or using such Deliverables shall be required to (i) waive, release indemnify, defend and hold Consultant harmless from any losses, claims, costs, liabilities, expenses or damages of any kind it may have arising in whole or in part from any such Deliverables or its review or use thereof and (ii) hold in strictest confidence any such Deliverables or other such information received from Client resulting in whole or in part from the services provided by Consultant hereunder. In that regard, Client shall further, as a condition to any such release, secure from any such third party an executed report release agreement between Consultant and any such third party, in a form satisfactory to Consultant which will include the concepts set forth in the prior sentence. For greater certainty and without limitation, Deliverables resulting from this assignment are not to be referred to or quoted in whole or in part, in any registration statement, prospectus, fairness opinion public filing, loan agreement or any other document without the prior written consent of and subject to the subsequent review of such documents at the option of Consultant.

If Consultant is impacted in whole or in part by any event of force majeure including without limitation any act of God, war, riot, terrorism, epidemic, disease, or other health risk, severe labor dispute or shortage, change in law or market conditions, weather, flood, strike, civil commotion, riot or unrest, fire, or any other event or cause beyond the reasonable control of Consultant, then Consultant shall be relieved of its obligations hereunder to the extent of such impact and shall be entitled to an equitable adjustment of the Agreement. Notwithstanding and superseding anything in these terms and conditions and any resulting agreement to the contrary, Consultant's maximum aggregate liability for any and all losses, claims, costs, liabilities, expenses or damages ("Losses") arising in whole or in part out of these terms and conditions, any related agreement, or Consultant's services or Client's use of the results of Consultant's services (including any Deliverables being released to any third party) will be limited to ten (10%) percent of the amount actually paid to Consultant by Client for the professional services rendered under these terms and conditions and any related agreement (the "Limited Amount"). Client will indemnify, defend and hold Consultant harmless from and against any and all Losses of whatever nature, alleged, arising or resulting, from claims against Consultant by third parties, or where such claims arise in whole or in part out of Consultant's services, Client's use of the results of Consultant's services, or any Deliverables, or claims or Losses Client may have which are in excess of Consultant's Limited Amount, provided this indemnification shall not apply should a final judicial decision result in a finding of fraud or willful misconduct against Consultant. Consultant further shall have no liability for indirect, consequential, incidental special, delay, economic loss, loss of use, lost profits, business interruption or punitive or liquidated damages or losses of any kind.

Invoices shall be submitted monthly by Consultant to the Client. Payment shall be made by the Client within thirty (30) days of its receipt of the invoice. The Client shall promptly review Consultant's invoices and if the Client disputes any amounts invoiced the Client shall give prompt written notice thereof, including the item or items disputed and the basis for the dispute. The Client shall in any event pay all amounts invoiced that the Client does not dispute as provided herein. Invoiced amounts not paid within thirty (30) days of their issuance shall bear interest at the maximum amount permissible by law.

The compensation for Consultant's services has been agreed to in anticipation of the orderly and continuous progress of the Project through completion. If there are material modifications or changes in the extent of the Project or in the time required for Consultant's services, its compensation and time of performance shall be equitably adjusted.

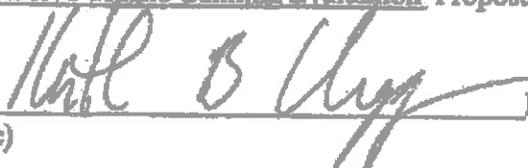
Either party may terminate this agreement upon reasonable notice. In such event Consultant shall be reimbursed for professional services rendered and all expenses incurred to the date of or as a result of the termination. These terms and conditions and any agreement related thereto shall be governed by the laws of the jurisdiction in which Consultant's head contracting office is located ("Jurisdiction"). Any disputes between the parties will be resolved by binding arbitration in accordance with those rules promulgated by the American Arbitration Association. The arbitration shall take place in the capital city of the Jurisdiction and will be conducted in the English language.

Hatch Mott
MacDonald

**ATTACHMENT D
LETTER OF AGREEMENT ACCEPTANCE/
AUTHORIZATION TO PROCEED**

Note: If the scope of work, fee, terms of payment, and conditions described in the Hatch Mott MacDonald proposal are acceptable, please sign and return a copy of this form for our files. Thank you.

Project Name: Carlton Drive Traffic Calming Evaluation Proposal No. 16-J

Submitted By:  Dated: February 1, 2016
(Signature)

Accepted By: _____ Dated: _____
(Signature)

(Print) Phone No. _____

on behalf of _____
(Client)

Street or Mailing Address

City, State, Zip

Contracted Fee Confirmation: "Not-to-Exceed" \$9,550

Initial Payment Amount: N.A.
(Credited against the final invoice)

Purchase Order No. _____

If billing should be sent to a different person or location, please complete below:

Attention: _____

Address: _____

MEMORANDUM

**City of Seaside
Fire Department**

Date: February 23, 2016
To: Del Rey Oaks City Council
From: Troy Leist, Battalion Chief
Subject: Carlton Drive Speed Cushions

The Seaside Fire Department understands the importance for all our citizens to feel that their roads are safe. This safety can be accomplished in several ways; to include signage, roadway striping, lane delineators, increased traffic enforcement and finally speed cushions. The best way to determine the appropriate traffic calming method would be to conduct a traffic study.

Carlton Drive between Plumas Drive and Canyon Del Rey is a main response route for the fire department as well as AMR. Placing large speed cushions on Carlton Drive could potentially cause a delay in response as well as cause damage to our heavy fire apparatus. Even if the speed cushions are designed with space that allows fire apparatus to miss them, it pushes our vehicles to the center of the roadway and can cause additional hazards to other vehicle and pedestrian traffic. Additionally, an ambulance transporting patients would not be able to avoid these speed cushions, slowing their transport and causing undue discomfort to the patient.

Before installing speed cushions, please consider an incremental approach to traffic calming on Carlton Drive.

Ron Langford

From: Troy Leist [TLeist@ci.seaside.ca.us]
Sent: Tuesday, March 01, 2016 3:00 PM
To: Ron Langford
Subject: Response Route
Attachments: DRO Response Route.pdf

Chief,

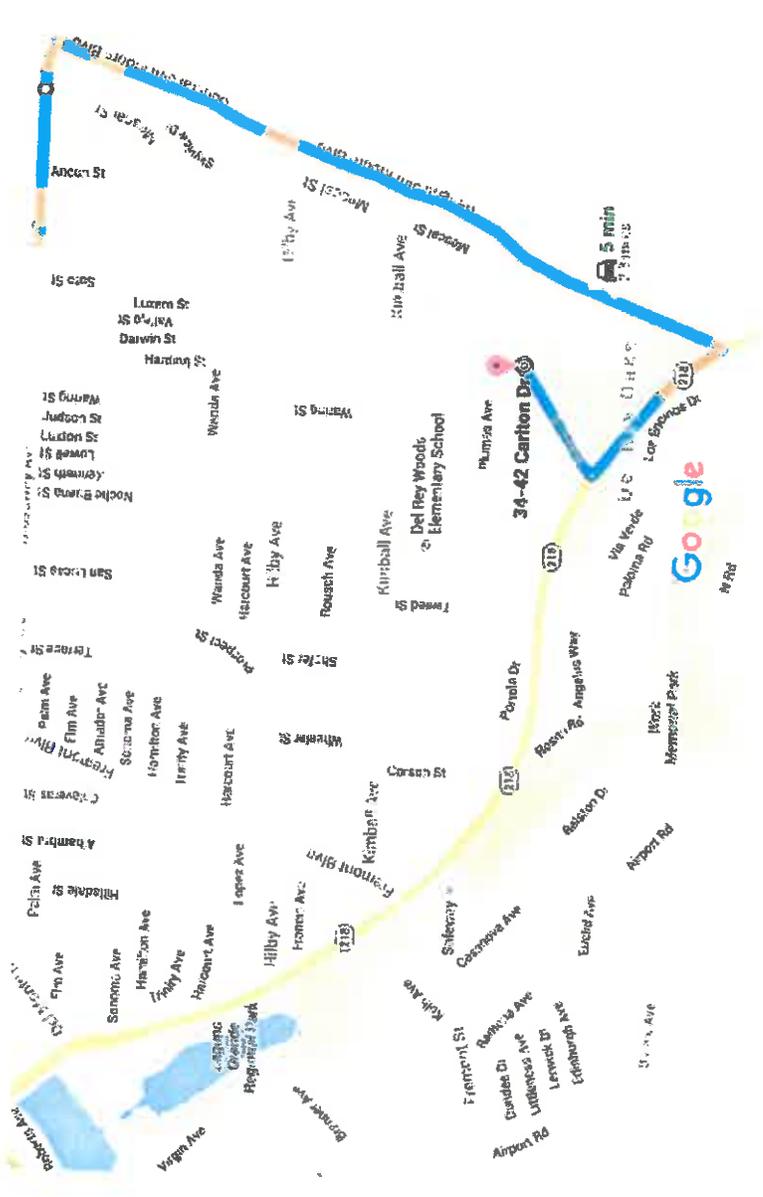
I just spoke to your city attorney. I expressed our concerns with closing the road at Plumas and Carlton/Highland. I drove both response routes and found that with the road closed it would add just over a mile to our response to the stop sign at Carlton and Carlton. I drove both routes under very light traffic conditions and in a SUV and found that it took 3 min. 12 seconds driving our current route. It took 4 min. 45 seconds taking the long way that we would have to take to the same intersection if the road was closed. That adds about a minute and a half. During peak traffic times and in a fire engine it would likely add at least another two or three minutes to that response. Attached is a couple of maps for reference. I hope this helps. I also think it is very important that ALL residents on that side of town are made aware of what is being proposed and the ramifications. We are under a contract and Im not sure where we stand so I am keeping the information factual. Hopefully the council will see the potential danger/liability that may occur with a road closure.



Troy D. Leist

Battalion Chief / Fire Investigator
Seaside Fire Department
1635 Broadway Ave.
Seaside, CA 93955

831-899-6790 (office)
831-998-0360 (cell)
831-899-6261 (fax)



Waiting