

May 30, 2018

Mr. Peter Daniels, P.E.
City of West Allis Engineering Department
City Hall, Room 212
7525 W. Greenfield Avenue
West Allis, WI 53214

Re: City of West Allis Traffic Engineering Support Services

Dear Mr. Daniels:

Thank you for this opportunity to provide a quotation for professional services. The contents of this proposal spell out the Scope of Services, Additional Services, Completion Schedule and Professional Fees under which this proposal is being made.

I. PROJECT UNDERSTANDING/SCOPE OF SERVICES:

Project Understanding

The City of West Allis is requesting traffic engineering support for several projects throughout the City. raSmith will complete the tasks identified in this proposal and provide additional support on an as-needed basis as authorized by the City.

Scope of Services:

The following tasks were identified by the City and will be conducted by raSmith as part of the project:

1) Manage the City's Neighborhood Traffic Management Program

raSmith will review and evaluate citizen requests for neighborhood traffic management measures in accordance with City policy. Evaluations may include, but are not limited to: traffic counts, speed studies, safety studies, crash analysis, traffic analysis, field reviews, traffic signal modifications/retiming, and research of various traffic calming measures. The results of the evaluation will be documented in a technical memorandum for the City.

raSmith will organize and attend neighborhood meetings and public hearings as needed to understand specific concerns, discuss the results of the study, identify potential solutions, and develop a neighborhood traffic management plan with input from City staff, local residents and business owners, and other public officials.

The City has identified two locations with outstanding citizen requests for further evaluation as part of the Neighborhood Traffic Management Program. These locations include:

- W. Mitchell Street near Horace Mann Elementary School (S. 63rd Street to S. 66th Street)
- W. Washington Street near Walker Elementary School (S. 116th Street to S. 119th Street)

2) Traffic Signal Timing Review and Modifications

The City has requested raSmith review and provide updated traffic signal timing plans at the following intersections:

- W. Greenfield Avenue intersections with:
 - S. 70th Street
 - S. 71st Street
 - S. 72nd Street
 - S. 73rd Street
 - S. 74th Street
 - S. 75th Street
 - S. 76th Street
- W. Lincoln Avenue intersection with S. 60th Street

The scope of work at each intersection includes the following tasks:

- Inspect traffic signal equipment and identify malfunctioning equipment
- Review existing traffic signal timing plans and check for MUTCD compliance of vehicle and pedestrian clearance intervals
- Collect peak hour intersection turning movement count data. Anticipated count days and times include:
 - Weekday morning (6:00 am to 9:00 am)
 - Weekday evening (3:00 pm to 6:00 pm)
 - Saturday midday (11:00 am to 2:00 pm)
- Analyze the intersections and optimize the traffic signal timings using Synchro software
- Develop time-of-day traffic signal timing plans to accommodate changing traffic conditions throughout the day. Traffic signal timings on W. Greenfield Avenue will be part of a coordinated traffic signal system.
- Provide the timing plans to the City
- Provide field assistance with contractor and/or City staff for traffic signal timing implementation

The above tasks for the W. Greenfield Avenue intersections will be conducted twice to identify appropriate traffic signal timing plans with and without W. National Avenue reconstruction traffic, as identified in the timeframes below:

- 1) Short-term (June-December 2018) - accommodates traffic conditions during W. National Avenue reconstruction project
- 2) Long-term (starting January 2019) – accommodate traffic conditions for typical demand

3) Traffic Safety Evaluations

The City has requested raSmith complete the following traffic safety evaluations:

Intersection Crash Analyses

- Study locations:
 - S. 60th Street intersection with Renaissance Place (Wheaton Franciscan/CBS-58) driveway
 - S. 116th Street intersection with W. Washington Street



- The scope of work includes the following tasks:
 - 1) Review existing conditions
 - 2) Collect the most recent five (5) years of intersection crash data at the study locations from the statewide crash database and police reports
 - 3) Develop intersection crash diagrams
 - 4) Calculate the intersection crash rate and compare to statewide averages
 - 5) Summarize the crash analysis in a technical memorandum

Citywide Intersection Crash Location Summary

- Study locations:
 - Primary collector and arterial corridors (maintained by the City)
 - Lower volume, local street intersections known to have safety issues
- The scope of work includes the following tasks:
 - 1) Collect the most recent five (5) years of intersection crash data at the study locations from the statewide crash database
 - 2) Provide a high-level assessment to identify high-frequency crash locations within the City (up to 20 intersections with the highest crash frequencies)
 - 3) Calculate intersection crash rates at the 20 high-frequency crash locations and compare to statewide averages
 - 4) Identify top 10 list of intersections with the highest safety concerns based on crash frequency, crash rates, and crash severity.
 - 5) Review police reports for top 10 locations and develop intersection crash diagrams
 - 6) Recommend safety countermeasures at each high-frequency crash location
 - 7) Summarize the findings and recommendations in an intersection crash summary report for submittal to the City
 - 8) Discuss the findings of the report with the City and identify locations to apply for WisDOT Highway Safety Improvement Program (HSIP) funding
 - 9) Complete WisDOT HSIP funding application for up to three (3) intersections and submit to the City

II. ADDITIONAL SERVICES

raSmith included a limited number of hours in the proposal to assist with City requested tasks not defined above in the Scope of Services. In addition, it is unknown whether formal requests for the neighborhood traffic management plan will be submitted by residents, and there could be unused hours available under this task. raSmith will provide traffic engineering support for the City on tasks not defined above up to the contract fee maximum. These tasks could include expansion of the scope items defined above or new tasks such as the review of traffic impact analyses.

Any request for services beyond the contract maximum will be conducted by raSmith if authorized as additional services by the City.



III. COMPLETION SCHEDULE

raSmith anticipates the completion of the scope of services described according to the following schedule:

<u>Service</u>	<u>Anticipated Completion Date</u>
W. Greenfield Avenue Traffic Signal Timing Review & Modification (Short-term)	July 2018
W. Lincoln Avenue intersection with S. 60 th Street Traffic Signal Timing Review & Modification	July 2018
Intersection Crash Analyses	July 2018
Citywide Intersection Crash Location Summary	August 2018
Neighborhood Traffic Management Program	Within two months of receiving request
W. Greenfield Avenue Traffic Signal Timing Review & Modification (Long-term)	March 2019

IV. PROFESSIONAL FEES

raSmith will complete the scope of services as described on a time & materials basis not to exceed \$80,000.

If there are any questions concerning the terms as presented, please contact us. We look forward to a very successful project!

Sincerely,
R.A. Smith, Inc.

Patrick E. Hawley, P.E., PTOE
Assistant Director of Transportation Services
Senior Traffic Project Manager

John A. Elkin, P.E.
Director of Transportation Services
Senior Project Manager