



## **STATEMENT OF WORK #2**

The parties have AGREED to the Statement of Work #2 contained in these eight (8) pages.

### **CONSULTANT:**

Gibson Transportation Consulting, Inc.  
a California Corporation

By:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

### **CLIENT:**

City of Commerce  
a Municipal Corporation

By:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## **SCOPE OF SERVICES**

### **REVISED TRAFFIC STUDY FOR THE CITADEL OUTLETS PHASES V & VI EXPANSION COMMERCE, CALIFORNIA**

## **PROJECT DESCRIPTION**

The Applicant has proposed changes to the site plan and overall land use scheme that will require substantial revisions to the previously prepared traffic impact study. The Applicant is proposing an expansion of the existing Citadel Outlets shopping center located in the City of Commerce, California (City). The Phase V and Phase VI Citadel Outlets expansion will involve the construction of new retail, office, and hotel uses with the existing Citadel Outlets Center and a new commercial expansion area located east of Gaspar Avenue.



## **WORK TASKS**

Gibson Transportation Consulting, Inc. (GTC) will prepare a focused traffic study assessing the operations of the public circulation system with traffic redistributed due to the Project.

### **PHASE 1: DATA COLLECTION AND SCOPE VERIFICATION**

#### **Task 1-Site Reconnaissance**

GTC will re-survey the physical characteristics of the site's surrounding road network to verify previously used cross sections, traffic signal locations, turn restrictions, lane assignments, etc are still accurate.

#### **Task 2-Trip Generation and Assignment**

GTC will develop project-related traffic volumes based on the most recent site plan. We will utilize the likely directions of approach and departure from our previous study to assign the morning and afternoon peak hour Project trips to the street system. The trip distribution is based in part on the traffic counts conducted in the vicinity of the Project site and on the distribution of parking spaces available.

#### **Task 3-Intersection Selection**

Based on the results of the above tasks, GTC will select up to 15 intersections for detailed study.

#### **Task 4-Scoping Session with the City**

GTC will hold a scoping session with City staff to review the site plan, the specific land use and Project size, and the expected dates of completion and full occupancy. The detailed Scope of Work for the traffic study would be approved or modified by the City. Scope modifications may result in changes to the budget and schedule for the traffic study.

#### **Task 5-Traffic Counts**

GTC will work with the City to review the traffic counts in its files that might be used in this analysis. Based on the review, GTC will either conduct spot counts at up to six intersections to develop a growth rate for the other nine intersections, or re-count all 15 intersections during the morning and afternoon peak hours on a weekday when schools are in session. Mid-day Saturday counts will also be conducted.



## **PHASE 2: TRAFFIC IMPACT REPORT**

### **Task 1-Data Collection**

Based on the work already done in Phase 1 of the study, information will be sought from available data sources including other proposed projects in the area:

1. Historical, existing and future traffic data
2. Descriptions of other major land use development proposals within the study area
3. Proposed roadway and transportation system improvements in the vicinity of the Project

### **Task 2-Existing Traffic Evaluation**

GTC will conduct intersection capacity calculations at the 15 study intersections to indicate existing levels of service and volume to capacity ratios at each of the key study intersections. The analysis will use the Intersection Capacity Utilization calculation methodology required by the City.

### **Task 3-Future Traffic Evaluation**

The following future scenarios will be evaluated:

- Existing (2018)
- Existing with Project (as required by the California Environmental Quality Act)
- Existing plus ambient growth plus related projects to Opening Year (2022)
- Opening Year with Project

The Opening Year traffic volumes will be estimated based on a background traffic growth assumption applied to the existing traffic levels. In addition, we will identify the traffic levels likely to be generated by approved projects in the study area that are likely to be built by the Year 2022. The background cumulative projects identified by the City will be added to background conditions.

GTC will conduct capacity calculations for each of the study intersections under the four scenarios described above to allow the determination of the incremental traffic impact due to the proposed Project.

### **Task 4-Project Access**

GTC will review Project access and offer operational and/or physical measures if a Project impact seems likely.



### **Task 5-Mitigation Measures**

Based on the above-described analysis, GTC will quantify the impacts of Project traffic. If the Project traffic creates a significant impact (according to City significant impact criteria), physical and/or operational improvements necessary to accommodate Project trips will be identified.

### **Task 6-Traffic Impact Report**

GTC will summarize the above information in a draft traffic impact report. Up to five copies of the draft report will be submitted for City review. A final report will incorporate the review comments.

### **Task 7-Meeting**

GTC will prepare for and attend one meeting/work session with City staff.

## **PHASE 3: RESPONSES TO COMMENTS AND PUBLIC PRESENTATIONS (IF NEEDED)**

If there are public comments, GTC will work with the environmental consultant to review, categorize and respond to public comments. It is assumed a typical amount of comments for a project such as this could be responded to with 34 hours of staff time. Should the level of comments be lower, the budget will be adjusted accordingly.

GTC will also prepare for and attend one public presentation of study results to the City Planning Commission and/or the City Council, if requested.

## **ADDITIONAL SERVICES**

Attendance at additional meetings, work sessions, and public hearings, as well as the conduct of work beyond the scope identified in this proposal, may be completed for an additional fee, to be billed on a time and expense basis. Similarly, if it is determined that additional intersections need to be analyzed, the costs associated with this analysis and data collection will fall under this task.

## **SCHEDULE**

A kick-off meeting with the City and the collection of peak hour traffic counts could be completed within two weeks of written Notice to Proceed. The traffic impact report could be completed within eight weeks of approval of the scope by the City and receipt of the traffic counts. Responses to comments and public presentations, if needed, would be conducted at the direction of the City.



## **BUDGET**

As detailed in the Attachment, the estimated budget for the Scope of Services defined in this proposal is based upon our normal hourly billing rates, plus reimbursement for direct expenses.

The budget assumes two meetings with City staff and that peak hour traffic counts will be needed at all 15 study intersections. Based on these assumptions, the budget for Phases 1-2 is \$42,345, including \$8,550 for traffic counts. If needed, Phase 3 could be completed for \$8,895.

This budget assumes that this study and the Telegraph & Washington study are conducted simultaneously.

**ATTACHMENT**  
**GIBSON TRANSPORTATION CONSULTING, INC.**  
**COST ESTIMATE**  
**THE CITADEL OUTLETS PHASES V & VI EXPANSION**  
**PHASE 1: DATA COLLECTION AND SCOPE VERIFICATION**

EMPLOYEE	HOURLY RATE	HOURS PER TASK				TOTAL	TOTAL COSTS
		1	2-3	4	5		
President	\$325		2	4		6	\$1,950
Principal	\$295					0	\$0
Principal Associate	\$275					0	0
Senior Associate	\$195		2	2		4	\$780
Associate	\$175	2	6	4	4	16	\$2,800
Associate	\$150					0	\$0
Administrative Manager	\$160					0	\$0
Technician	\$130					0	\$0
Field Technician	\$100					0	\$0
TOTAL HOURS		2	10	10	4	26	--
TOTAL LABOR COSTS		\$350	\$2,090	\$2,390	\$700	--	\$5,530
OTHER DIRECT COSTS:							
Traffic Counts:		@	\$570	per intersection		15	\$8,550
Mileage:		@	\$0.545	per mile			\$25
Travel Costs:							\$0
Total Other Direct Costs							<u>\$8,575</u>
TOTAL COST							\$14,105

Note: This estimate does not include review, permit or other fees the City or jurisdiction may assess on the project.

Note: Hours per task by employee are for budget estimation purposes only.

**ATTACHMENT**  
**GIBSON TRANSPORTATION CONSULTING, INC.**  
**COST ESTIMATE**  
**THE CITADEL OUTLETS PHASES V & VI EXPANSION**  
**PHASE 2: TRAFFIC IMPACT REPORT**

EMPLOYEE	HOURLY RATE	HOURS PER TASK						TOTAL	TOTAL COSTS
		1	2-3	4	5	6	7		
President	\$325		4	2	2	2	3	13	\$4,225
Principal	\$295							0	\$0
Principal Associate	\$275							0	0
Senior Associate	\$195		6	4	4	4	3	21	\$4,095
Associate	\$175	5	40	8	8	32		93	\$16,275
Associate	\$150							0	\$0
Administrative Manager	\$160					8		8	\$1,280
Technician	\$130	4	4			10		18	\$2,340
Field Technician	\$100							0	\$0
TOTAL HOURS		9	54	14	14	56	6	153	--
TOTAL LABOR COSTS		\$1,395	\$9,990	\$2,830	\$2,830	\$9,610	\$1,560	--	\$28,215
OTHER DIRECT COSTS:									
Traffic Counts:		@	\$570	per intersection					\$0
Mileage:		@	\$0.545	per mile					\$25
Travel Costs:									\$0
Total Other Direct Costs									\$25
TOTAL COST									\$28,240

Note: This estimate does not include review, permit or other fees the City or jurisdiction may assess on the project.  
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**ATTACHMENT**  
**GIBSON TRANSPORTATION CONSULTING, INC.**  
**COST ESTIMATE**  
**THE CITADEL OUTLETS PHASES V & VI EXPANSION**  
**PHASE 3: RESPONSES TO COMMENTS & PUBLIC PRESENTATIONS (IF NEEDED)**

EMPLOYEE	HOURLY RATE	HOURS PER TASK		TOTAL	TOTAL COSTS
		Responses	Hearings		
President	\$325	4	4	8	\$2,600
Principal	\$295			0	\$0
Principal Associate	\$275			0	0
Senior Associate	\$195	12	4	16	\$3,120
Associate	\$175	18		18	\$3,150
Associate	\$150			0	\$0
Administrative Manager	\$160			0	\$0
Technician	\$130			0	\$0
Field Technician	\$100			0	\$0
TOTAL HOURS		34	8	42	--
TOTAL LABOR COSTS		\$6,790	\$2,080	--	\$8,870
OTHER DIRECT COSTS:					
Traffic Counts:		@	\$570 per intersection		\$0
Mileage:		@	\$0.545 per mile		\$25
Travel Costs:					\$0
Total Other Direct Costs					<u>\$25</u>
TOTAL COST					\$8,895

Note: This estimate does not include review, permit or other fees the City or jurisdiction may assess on the project.  
Note: Hours per task by employee are for budget estimation purposes only.