

**AGREEMENT BETWEEN THE CITY OF MANHATTAN
BEACH AND WILLDAN ENGINEERING FOR TRAFFIC
ENGINEERING SERVICES**

THIS AGREEMENT is made and entered into on this 19th day of December, 2012, by and between the City of Manhattan Beach, a municipal corporation ("City") and Willdan Engineering, a California corporation ("Consultant") (collectively, the "Parties").

RECITALS

A. City desires to obtain services of Consultant for on-site traffic engineering services, in accordance with RFP #902-13.

B. Consultant represents that it is qualified and able to perform the Scope of Work.

NOW, THEREFORE, in consideration of the Parties' performance of the promises, covenants, and conditions stated herein, the Parties hereto agree as follows:

Section 1. Consultant's Scope of Work.

(a) Consultant shall perform traffic engineering services as further described in the City's Request for Proposal #902-13, and the Consultant's Proposal, attached hereto as Exhibit A and incorporated herein by reference. Consultant shall perform such services in a manner satisfactory to City and consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions.

(b) Consultant shall field-verify (i.e., measure and observe street conditions) prior to making any and all recommendations.

(c) If Consultant makes an error that requires City staff to redo any work (i.e., striping, signage, etc.), or require City staff to obtain outside consultants to perform any such work, Consultant shall be responsible for all costs of corrective action. In addition, Consultant shall not receive compensation for any time or work required to correct the error.

Section 2. Term of Agreement.

(a) This Agreement shall apply to services rendered on or after December 19, 2012, and shall terminate on December 18, 2018, unless sooner terminated by the City.

Section 3. Time of Performance. Consultant shall commence its services under this Agreement upon receipt of a written notice to proceed from City. Consultant shall complete the services in conformance with the timeline set forth in Exhibit A, or as otherwise directed by the City's representative.

Section 4. Compensation.

(a) City agrees to pay Consultant on a time and materials basis in accordance with the fees set forth in the Consultant's Fee Proposal, which is included in Exhibit A. In no event shall Consultant be paid more than \$102,960 annually during the five-year term of this Agreement.

(b) Unless expressly provided for in Exhibit A, Consultant shall not be entitled to reimbursement for any expenses. Any expenses incurred by Consultant that are not expressly authorized by this Agreement will not be reimbursed by City.

(c) Willdan Engineering will provide the services of Mr. Erik Zandvliet on a time-and-materials basis at a reduced rate of \$165.00 per hour for all hours worked as City Traffic Engineer, either in-house hours or off-site hours. Willdan will honor the reduced rate for Mr. Zandvliet as well as the Schedule of Hourly Rates in Exhibit A for two (2) years from the date of this contract.

(d) Willdan Engineering will not charge the City for brief email and/or phone questions that require less than 20 minutes of the Traffic Engineer's time beyond regularly scheduled work hours.

Section 5. Method of Payment. City shall pay Consultant said consideration in accordance with the method and schedule of payment set forth in Exhibit A, attached hereto and incorporated herein. Unless otherwise specified in Exhibit A, Consultant shall submit to City a detailed invoice on a monthly basis for the services performed pursuant to this Agreement. Each invoice shall describe in detail the services rendered during the period, the days worked, number of hours worked, the hourly rates charged, and the services performed for each day in the period, as applicable. Within 45 days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice.

Section 6. Independent Contractor. The Parties agree, understand, and acknowledge that Consultant is not an employee of the City, but is solely an independent contractor. Consultant expressly acknowledges and agrees that City has no obligation to pay or withhold state or federal taxes or to provide workers' compensation or unemployment insurance or other employee benefits and that any person employed by Consultant shall not be in any way an employee of the City. As such, Consultant shall have the sole legal responsibility to remit all federal and state income and social security taxes and to provide for his/her own workers' compensation and unemployment insurance and that of his/her employees or subcontractors. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall indemnify and hold harmless City and its elected officials, officers and employees, servants, designated volunteers, and agents serving as independent contractors in the role of City officials, from any and all liability, damages, claims, costs and expenses of any nature to the extent arising from Consultant's personnel practices. City shall have the right to offset against the amount of any fees due to Consultant

under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this Section 6.

Section 7. Assignment. This Agreement shall not be assigned, in whole or in part, by Consultant without the prior written approval of City Manager. Any attempt by Consultant to so assign this Agreement or any rights, duties, or obligations arising hereunder shall be void and of no effect.

Section 8. Responsible Principal(s).

(a) Consultant's responsible principal, Herbert Gluesing, Jr., shall be principally responsible for Consultant's obligations under this Agreement and shall serve as principal liaison between City and Consultant. Designation of another Responsible Principal by Consultant shall not be made without prior written consent of City.

(b) City's Responsible Principal shall be the City Manager, who shall administer the terms of the Agreement on behalf of City.

Section 9. Personnel. Consultant represents that it has, or shall secure at its own expense, all personnel required to perform Consultant's Scope of Work under this Agreement. All personnel engaged in the work shall be qualified to perform such Scope of Work.

Section 10. Permits and Licenses. Consultant shall obtain and maintain during the term of this Agreement all necessary licenses, permits, and certificates required by law for the provision of services under this Agreement, including a business license.

Section 11. Interests of Consultant. Consultant affirms that it presently has no interest and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of the Scope of Work contemplated by this Agreement. No person having any such interest shall be employed by or be associated with Consultant.

Section 12. Insurance.

(a) Consultant shall at all times during the term of this Agreement carry, maintain, and keep in full force and effect, insurance as follows:

(1) A policy or policies of Comprehensive General Liability Insurance, with minimum limits of \$1,000,000 for each occurrence, and \$2,000,000 annual aggregate, against any personal injury, death, loss, or damage resulting from the wrongful or negligent acts by Consultant.

(2) A policy or policies of Comprehensive Vehicle Liability Insurance covering personal injury and property damage, with minimum limits of \$1,000,000 per occurrence combined single limit, covering any vehicle utilized by Consultant in performing the Scope of Work required by this Agreement.

(3) Workers' compensation insurance as required by the State of California.

(4) A policy or policies of Professional Liability Insurance (errors and omissions) with minimum limits of \$2,000,000 per claim and in the aggregate. Any deductibles or self-insured retentions attached to such policy or policies must be declared to and be approved by City Manager. Further, Consultant agrees to maintain in full force and effect such insurance for one year after performance of work under this Agreement is completed.

(b) Consultant shall require each of its sub-contractors (if any) to maintain insurance coverage that meets all of the requirements of this Agreement.

(c) The City Manager may, in writing, amend and/or waive the insurance provisions set forth in paragraph (a) herein. In such case, the Consultant shall comply with the insurance provisions required by the City Manager.

(d) The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A-;VII in the latest edition of Best's Insurance Guide.

(e) Consultant agrees that if it does not keep the aforesaid insurance in full force and effect, City may either immediately terminate this Agreement or, if insurance is available at a reasonable cost, City may take out the necessary insurance and pay, at Consultant's expense, the premium thereon.

(f) At all times during the term of this Agreement, Consultant shall maintain on file with the City Clerk a certificate or certificates of insurance on the form approved by the City Manager, showing that the aforesaid policies are in effect in the required amounts. Consultant shall, prior to commencement of work under this Agreement, file with the City Clerk such certificate or certificates. The general liability insurance and vehicle insurance shall contain an endorsement naming the City as an additional insured. All of the policies required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on 30 days' prior written notice to City, or ten days' prior notice if cancellation is due to nonpayment of premium and specifically stating that the coverage contained in the policies affords insurance pursuant to the terms and conditions as set forth in this Agreement.

(g) The insurance provided by Consultant shall be primary to any coverage available to City. The policies of insurance required by this Agreement shall include provisions for waiver of subrogation.

(h) Any deductibles or self-insured retentions must be declared to and approved by City. At the option of City, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Consultant shall procure a bond guaranteeing payment of losses and expenses.

Section 13. Indemnification.

(a) **Indemnity for Design Professional Services.** Consultant is considered a "design professional" as that term is defined in Civil Code Section 2782.8. In connection with its design professional services, Consultant shall hold harmless and indemnify City, and its elected officials, officers, employees, servants, designated volunteers, and those City agents serving as independent consultants in the role of City officials (collectively, "Indemnitees"), with respect to any and all claims, demands, damages, liabilities, losses, costs or expenses, including reimbursement of attorneys' fees and costs of defense (collectively, "Claims" hereinafter), including but not limited to Claims relating to death or injury to any person and injury to any property, which arise out of, pertain to, or relate to in whole or in part to the negligence, recklessness, or willful misconduct of Consultant or any of its officers, employees, subcontractors, or agents in the performance of its design professional services under this Agreement.

(b) **Other Indemnities.** In connection with any and all claims, demands, damages, liabilities, losses, costs or expenses, including attorneys' fees and costs of defense (collectively, "Damages" hereinafter) not covered by Section (a) herein, Consultant shall defend, hold harmless and indemnify the Indemnitees with respect to any and all Damages, including but not limited to, Damages relating to death or injury to any person and injury to any property, which arise out of, pertain to, or relate to the acts or omissions of Consultant or any of its officers, employees, subcontractors, or agents in connection with the performance of this Agreement, including without limitation the payment of all consequential damages, attorneys' fees, and other related costs and expenses, except for such claim, liability or financial loss or damage arising from the sole negligence or willful misconduct of the City, as determined by final arbitration or court decision or by the agreement of the Parties. With respect to such claims, Consultant shall defend City, with counsel of City's choice, at Consultant's own cost, expense, and risk and shall pay and satisfy any judgment, award, or decree that may be rendered against City.

(c) Consultant shall reimburse City for any and all legal expenses and costs actually incurred by it in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant or City. All duties of Consultant under this Section shall survive termination of this Agreement.

Section 14. Termination.

(a) City shall have the right to terminate this Agreement for any reason or for no reason upon 30 days' written notice to Consultant. Consultant agrees to cease all work under this Agreement on or before the effective date of such notice.

(b) In the event of termination or cancellation of this Agreement by City, due to no fault or failure of performance by Consultant, Consultant shall be paid based on the percentage of work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to

Consultant for the full performance of the services required by this Agreement. Consultant shall have no other claim against City by reason of such termination, including any claim for compensation.

Section 15. City's Responsibility. City shall provide Consultant with all pertinent data, documents, and other requested information as is available for the proper performance of Consultant's Scope of Work.

Section 16. Information and Documents. Consultant covenants that all data, documents, discussion, or other information (collectively "Data") developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without prior written authorization by City. City shall grant such authorization if applicable law requires disclosure. All Data required to be furnished to City in connection with this Agreement shall become the property of City, and City may use all or any portion of the Data submitted by Consultant as City deems appropriate. City's reuse of such materials on any project other than the project for which they were originally intended shall be at City's sole risk. All data shall be returned to City upon the termination of this Agreement. Consultant's covenants under this Section shall survive the termination of this Agreement.

Section 17. Changes in the Scope of Work. City shall have the right to order, in writing, changes in the Scope of Work or the services to be performed. Any changes in the Scope of Work requested by Consultant must be made in writing and approved by both Parties.

Section 18. Notice. Any notices, bills, invoices, etc. required by this Agreement shall be deemed received on (a) the day of delivery if delivered by hand during the receiving party's regular business hours or by facsimile before or during the receiving party's regular business hours; or (b) on the second business day following deposit in the United States mail, postage prepaid, to the addresses set forth below, or to such other addresses as the Parties may, from time to time, designate in writing pursuant to this section.

If to City: City of Manhattan Beach
 1400 Highland Avenue
 Manhattan Beach, California 90266
 Attn: City Manager

with a copy to the City Attorney.

If to Consultant: Willdan Engineering
 13191 Crossroads Parkway North
 Suite 405
 Industry, California 91746-3497
 Attn: Herbert Gluesing

Section 19. Attorneys' Fees. If a party commences any legal, administrative, or other action against the other party arising out of or in connection with this Agreement,

the prevailing party in such action shall be entitled to have and recover from the losing party all of its attorneys' fees and other costs incurred in connection therewith, in addition to such other relief as may be sought and awarded.

Section 20. Entire Agreement. This Agreement represents the entire integrated agreement between City and Consultant, and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by both City and Consultant.

Section 21. Governing Law. The interpretation and implementation of this Agreement shall be governed by the domestic law of the State of California. Any action commenced related to or concerning this Agreement shall be filed in the appropriate court in Los Angeles County.

Section 22. City Not Obligated to Third Parties. City shall not be obligated or liable under this Agreement to any party other than Consultant.

Section 23. Exhibits; Precedence. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. In addition, the provisions of the City's Request for Proposal #902-13, dated October 2, 2012 and hereby incorporated by reference, shall take precedence over any conflicting provision in the Consultant's Proposal included in Exhibit A.

Section 24. Corporate Authority. The persons executing this Agreement on behalf of the Parties warrant that they are duly authorized to execute this Agreement on behalf of said Parties and that by their execution, the Parties are formally bound to the provision of this Agreement.

Section 25. Severability. Invalidation of any provision contained herein or the application thereof to any person or entity by judgment or court order shall in no way affect any of the other covenants, conditions, restrictions, or provisions hereof, or the application thereof to any other person or entity, and the same shall remain in full force and effect.

[Signatures begin next page]

EXECUTED on the date first written above at Manhattan Beach, California.

CITY OF MANHATTAN BEACH

CONSULTANT

DAVID N. CARMANY
City Manager



Herbert Gluesing
Director of Engineering

ATTEST:

LIZA TAMURA
City Clerk

APPROVED AS TO FORM:



QUINN M. BARROW
City Attorney

EXHIBIT A
CONSULTANT'S PROPOSAL

November 8, 2012

Ms. Gwen Eng, General Services Manager
City of Manhattan Beach
c/o City Clerk
1400 Highland Avenue
Manhattan Beach, CA 90266

Subject: Proposal for RFP #901-13, Traffic Engineering Services

Dear Ms. Eng:

Willdan Engineering is very pleased to offer this proposal for to provide Consultant Traffic Engineering Services to the City of Manhattan Beach. Willdan is primarily a municipal consulting firm, where its employees work directly with city and other government agencies on a daily basis. Due to Willdan's exclusive public sector orientation, our staff members have special insight into the issues and challenges facing cities.

Our proposed City Traffic Engineer, **Erik Zandvliet, TE**, has 22 years of traffic engineering experience. Mr. Zandvliet is a registered Professional Traffic Engineer in the State of California. He brings a wide range of abilities equally suited to serving public agencies as well as project management. Offering valuable continuity of service, Mr. Zandvliet previously served as City's Traffic Engineer for eight years and would be honored to continue his duties. He will bring his personal and professional assets to the assignment:

- ♦ Mr. Zandvliet would not require any learning curve or orientation to the specific traffic engineering concerns within the City. He works efficiently and cooperatively with staff to complete studies and projects with a minimum of supervision or correction, which saves the City time and money overall.
- ♦ Mr. Zandvliet has an unparalleled work ethic and organization skills, which makes him extremely productive per hour worked. In addition, he can work on several simultaneous projects at the same time. As a result, the City can expect greater value than others with lower hourly rates.
- ♦ Mr. Zandvliet has extensive experience in all facets of municipal traffic engineering, such as reviewing traffic impact studies, preparing and reviewing traffic signal and striping plans, performing stop sign and safety analyses, preparing and presenting Commission and Council reports, conducting field investigations, investigating citizen requests and supervising City staff in the performance of these duties.
- ♦ Mr. Zandvliet will ensure that any Willdan staff assigned to Manhattan Beach projects will work seamlessly as a single "employee". He will require that all staff stay in full communication with him, and will keep the Community Development Department informed on the progress of the work conducted by the Willdan "Employee".
- ♦ Mr. Zandvliet will be dedicated to the City for approximately 8 to 10 hours per week on Tuesdays, and can offer additional or alternate work hours for special projects or meetings as requested by the City.

Supporting Mr. Zandvliet will be an experienced Willdan team ready to provide any additional traffic engineering services the City may need. The Willdan traffic team brings the following assets and experience to the City of Manhattan Beach:

- ♦ We currently provide full-time and as-needed traffic engineering services to approximately 42 cities throughout Southern California. This experience provides the City with a wealth of knowledge on various practices and standards, as well as promotes regional communication.
- ♦ Our traffic team members have a good working relationship with many city staff on a wide variety of projects, including traffic signals; street signing and striping; neighborhood traffic plans; and permit parking programs. They are, therefore, familiar with City procedures and needs.
- ♦ We are well versed in working closely with local staff, building consensus and attending public meetings as part of our frequent assignments as contract staff for numerous public agencies. In this role, we are familiar with working with other public agencies as well, such as Los Angeles County and the California Department of Transportation.
- ♦ As a full-service, multi-disciplinary engineering and planning firm, we have a full complement of staff available to provide, not only professional traffic engineering services, but also a broad range of other municipal support services.

Please note that Mr. Lew Gluesing will be in responsible charge of the contract. His resume is included in this proposal. Mr. Gluesing can be reached by telephone at (562) 908-6291 or by email at lgluesing@willdan.com.

Willdan Engineering sincerely appreciates this opportunity to be of service to the City of Manhattan Beach. If you have any questions regarding this proposal, please contact Erik Zandvliet, TE at (562) 908-6254 or Mr. Lew Gluesing at (562) 908-6291.

Respectfully submitted,

Willdan Engineering


Lew Gluesing, PE, TE, PTOE
Director of Engineering





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1. Understanding Scope of Services

Understanding

We understand that the City of Manhattan Beach is seeking professional traffic engineering services from a qualified firm to provide a person acting in the capacity of City Traffic Engineer to work at City Hall for approximately 8 to 10 per week on Tuesdays, in cooperation with City staff. The individual must be a registered Traffic Engineer or Civil Engineer in the State of California and have at least seven (7) years of municipal traffic engineering experience.

We understand that the selected City Traffic Engineer (CTE) would be expected to be knowledgeable and practiced in all of the common traffic engineering concerns of a local agency as well as provide expertise in development related traffic issues. The CTE must be proficient in current Federal and Caltrans standards and procedures, traffic engineering modeling and methodologies, County of Los Angeles traffic standards and methodologies and the State of California Vehicle Code.

The services are needed to assist City staff to provide timely project-specific traffic-related information to City staff and other agencies under the direction of the Community Development Director and Traffic Engineering and Right of Way Division Management Analyst. Besides supporting the Division by providing technical expertise, conducting traffic and parking studies, and generally assisting in traffic operations, the CTE would be expected to coordinate the City's Traffic Committee as well as to prepare and present reports at the Parking and Public Improvements Commission (PPIC) meetings held monthly. The CTE would be available also to attend and present traffic-related items at evening meetings as needed, including Planning Commission and City Council.

It is also understood that additional engineering services may be requested upon mutual written agreement for specific project tasks or studies, which may require supplemental personnel. Based on this understanding, Willdan has selected a team with all of the resources and capabilities needed to provide all traffic engineering services required to meet the City's needs.

Willdan understands that there are several pending and ongoing projects that will require coordination and input with the City Traffic Engineer and his team. These projects promote multi-modal, active transportation and complete streets concepts, including implementation of the Bicycle Master Plan, update of the General Plan Mobility Element, Safe Routes to School Grants, and development of prioritization standards for non-motorized transportation funding. Willdan is well versed in executing all of these special projects.

The fundamental goal of the Willdan team is to provide the City with a seamless level of support in completing the requested services. By offering the services of the City's previous Traffic Engineer, the City will be guaranteed that it will be receiving the most experienced and capable person that can fill this position. Combined with our support staff for special projects, Willdan can provide the City with the resources and broad variety of talent to successfully execute all traffic engineering functions.

Scope of Services

Willdan is very familiar with the professional services typically required in providing traffic engineering services to Southern California cities. We have reviewed the requirements for this assignment and find it consistent with the services we provide for other assignments.

Willdan wishes to emphasize that the Scope of Work is not inclusive and additional tasks may be assigned as needed. The daily duties as assigned by the City will be executed in a prompt and efficient manner, with priority given to the critical tasks needed to keep all of the programs moving forward.



We understand the CTE will be required to be knowledgeable and to perform the following duties:

General Traffic Engineering Operations:

1. Maintain regular scheduled office hours at the City for approximately eight to ten hours per week on Tuesdays. Additional or modified hours may be requested on an as-needed basis.
2. Provide service and represent the City as the City Traffic Engineer interfacing with the public, staff, and other governmental agencies to address any and all matters relating to traffic plans within and/or affecting the City.
3. Review and prepare service requests for traffic control measures such as red curbs, stop signs, loading zones, restrictive parking signs, and others, as requested.
4. Perform field work and inspect all traffic requests to prepare work orders, as requested.
5. Respond to citizen requests, questions, suggestions, complaints and concerns, as requested.
6. Work with other City departments on traffic-related projects.
7. Prepare and review construction area traffic control plans and detour plans, as requested.
8. Provide monthly invoices with specific projects and/or activity accounting of hours billed including costs advanced by the consultant, and any other information, as requested.

Traffic Studies and Reports:

9. Conduct studies to identify and resolve issues related to traffic and pedestrian safety in areas surrounding schools, and other areas designated in the Neighborhood Traffic Management Plan, as determined by the City Council.
10. Conduct studies regarding various traffic, pedestrian, bike way, and any other traffic related issues as part of the City Council Strategic Plan.
11. Assist staff in the research, preparation and response for grant funding applications, as requested.
12. Assist staff in the development of parking and traffic policies, regulations, ordinances, and resolutions in relation to traffic issues and standards.
13. Prepare traffic warrants and conduct speed surveys, as requested.
14. Prepare updates to the City's Engineering and Traffic Survey, as requested.
15. Prepare annual updates for the Highway Performance Monitoring System (HPMS), as requested.
16. Assist Public Works Department in reviewing traffic signal timing plans, traffic striping plans, and construction area traffic control plans, as requested.
17. Review Congestion Management Plan (CMP) requirements, as requested.
18. Prepare parking studies, traffic counts, parking counts, and other traffic-related assignments, as requested.
19. Assist the Finance Department with the implementation of the new technology parking meters, as requested.
20. Assist the Police Department with traffic plans for special projects and events, DUI checkpoint layouts, safe traffic routes during special events, and other activities, as requested.
21. Assist the Police Department Traffic Bureau with truck route concerns, enhanced safety programs for school routes and bike safety and traffic education, as requested.



22. Assist the Police Department on special neighborhood safety projects concerning speeding, stop signs, and sign violations, as requested.
23. Assist the Police Department in producing a new safety plan, as requested.
24. Analyze traffic collision data for incident reports or legal claims, as requested.

Transportation Planning

25. Provide analysis, review and comment on traffic and parking impact studies for proposed developments.
26. Review development proposals and conduct studies as appropriate to ensure consistency with City, County and State codes, standards, regulations, ordinances, policies and statutes.
27. Assist in the preparation of the "Conditions of Approval" for proposed development projects, as needed.
28. Evaluate and provide recommendations regarding the developer proposed mitigation measures for development projects, as requested.
29. Review parking plans for parking lots and circulation issues, and provide analysis for new and existing development, as requested.
30. Review Use Permits and provide comments, as requested by the Planning Department and Planning Commission.

Management and Supervision

31. Supervise traffic related tasks assigned to the CTE.
32. Oversee and complete specific traffic-related projects and issues assigned to the CTE.
33. Assist staff with the implementation of Safe Routes to School Grants that have been awarded to the City, as requested.
34. Represent the City as City Traffic Engineer.
35. Perform the duties of staff liaison to Caltrans and Los Angeles County Department of Public Works for street and lighting maintenance issues, as requested.

Meetings and Presentation

36. Attend City Council, Planning Commission, and Parking and Public Improvements Commission meetings, and other special meetings, on an as-needed basis.
37. Prepare staff reports, presentations, memos, and other materials and information for use at various public meetings, as requested.
38. Make presentations at City Council Meetings, Parking and Public Improvements Commission Meetings, and other meetings, as requested.

Additional Services

39. Assist staff in the preparation and review of traffic and planning related Request for Proposals (RFP), as requested.
40. Review regional transportation studies for potential City impacts.
41. Assist City staff with periodic budget preparation for traffic-related activities.



Scope of Work Standards

- ✓ Willdan is fully prepared to provide the above services immediately upon receipt of a signed Professional Services Agreement. We do not anticipate any scheduling conflicts for the proposed length of service.
- ✓ Willdan will maintain required licensing and insurance coverage during the agreement term.
- ✓ Willdan understands that the City will provide the Traffic Engineer with a non-exclusive workstation with a desk, computer, phone and access to a printer, scanner, fax and copy machine. The City will make all record documents available to assist in fulfillment of the required duties and responsibilities.
- ✓ Willdan will maintain work-related records, notes, and supporting documents, including both electronic or hard copy formats, which are prepared or obtained during the agreement term. The City will have unrestricted and reasonable access to the same. The records will be considered the property of the City. Original records, notes, and documents maintained at the City will remain at the City; however, Willdan may make copies as required within the Scope of Work.
- ✓ Willdan will remain in compliance with applicable local, county, state, and federal procedures, policies, laws, and ordinances during the course of the work.
- ✓ All work products, including engineering survey data and electronic drawings will be the property of the City of Manhattan Beach. Property and publication rights for preliminary and final data generated as part of the services will be reserved to the City of Manhattan Beach. Willdan will not publish or release any such data without the express written permission of the City.
- ✓ The Traffic Engineer will strive to accommodate urgent requests or high priority tasks that may require an adjustment or increase in work hours, with the City's understanding that some flexibility in work hours will be allowed in return due to the unpredictable nature of municipal traffic engineering.
- ✓ Additional services will be requested and/or approved in writing by the City in advance and such additional services will be compensated on an hourly basis in accordance with the rate schedule submitted in the proposal.
- ✓ Willdan will not charge for mileage or travel expenses for regularly scheduled office hours.



2. Methodology and Work Plan

Approach

Willdan utilizes a management approach, whereby each assignment is undertaken by a project team. Each project is assigned to a senior member of our staff with the background, experience, and availability best suited for the assignment. Our approach to serve the City on this contract is based on our nearly 46-year history of serving public agencies. For this assignment, Willdan Engineering's Traffic Engineer will be the single point of contact for the City's staff and will convey all important matters to the project team as appropriate. The Traffic Engineer will be the project manager and team leader for all Willdan work.

A traffic support team has been identified to provide as-needed support to the City for specific project/task work orders. The fundamental goal of the Willdan team is to provide the City with the highest level of support in completing the as-needed special tasks. Our intended approach is to fully understand each project requested by the City, to go over each project in detail with the City, agree on the course or extent of the best-suited action, and proceed accordingly. Combined with our broad understanding of the desired services, this experience will assist the City in the completion of successful projects—on time, within budget, and to the client's satisfaction.

Work Plan

Upon commencement of this assignment, Willdan's Traffic Engineer, Mr. Erik Zandvliet, will meet with City staff to discuss any changes in the project assignment in more detail and to clarify any new performance standards or schedule. It is anticipated that Mr. Zandvliet will provide his service at City Hall on a routine basis an average of 8-10 hours per week on Tuesdays. Based on the City's needs, the routine hours are flexible and can be adjusted in various combinations to balance both coverage of the work, as well as budgetary concerns.

Additionally, for those times when Mr. Zandvliet may not be available, such as when he is on vacation, Mr. Lew Gluesing, Principal-in-Charge for this assignment, will be available to serve in his absence if needed.

Mr. Zandvliet will generally meet each day with the Management Analyst for review of their ongoing work efforts, new work efforts that have been assigned and discussions with other City staff. Because he is accustomed to City Traffic Engineering assignments, many of these efforts will be self-directed, except when otherwise given specific direction from the City, as deemed appropriate.

For work efforts while at the City, such as development review, traffic study preparation and managing, and preparation for City Planning Commission and Parking and Public Improvements Commission meetings, Mr. Zandvliet will work closely with City staff to coordinate specific tasks, conduct field reviews, and provide appropriate input when needed. He will make necessary contacts with private developers, other public agencies, and other City departments on an as-needed basis.

From time to time, certain traffic engineering duties may require correspondence while not at the City. In such cases, Mr. Zandvliet will routinely check for messages, both at the City, and at Willdan, so as to keep current with on-going issues, and to formulate and deliver timely responses. Whenever feasible, Mr. Zandvliet will also be available for direct communication while on other assignments. In addition, Mr. Zandvliet can quickly respond in person or via teleconference to an urgent meeting or discussion.

Quality Assurance/Quality Control

Willdan operates daily under a company-wide Quality Assurance/Quality Control (QA/QC) Program. The key component of this plan is Willdan's QA/QC Manual. This program has proven very effective and successful and is a continuous process that occurs day-to-day. As a result, the Willdan project team will develop a QA/QC Program for specific projects assigned by the City.



3. Experience and Qualifications of Firm

About Willdan

Willdan Group, Inc. (WGI) is a full-service, national, multi-disciplinary corporation based in Anaheim, with satellite offices throughout California, the Southwest and East Coast and specializes in consulting engineering and planning services for governmental agencies. We have supported the implementation of community visions through planning, engineering, construction management, building and safety, and staff augmentation for over 46 years. Since its establishment in 1964, Willdan has expanded in size, location, and service capabilities. Today, the firm provides a full range of engineering and planning services. Willdan provides civil, special district, and structural engineering; planning; financial and economic consulting; geology and geotechnical engineering; environmental health and safety; homeland security; and energy efficiency solutions services.

Willdan's Divisions

Willdan Engineering

Willdan Geotechnical

Willdan Resource Solutions

Willdan Financial Services

Willdan Homeland Solutions

*Willdan Energy Solutions
(DBA Intergy Corporation)*

Distinctive Strengths – United Goals

Willdan has dedicated itself to providing public agencies with reliable engineering and consulting services for more than 40 years. Combining depth of staffing, state-of-the-art technical resources, and local offices rooted in the community, Willdan has earned its reputation as a problem-solver across a wide range of client interests. We understand the concerns of government agencies, especially those of local governments. Our Operating Divisions offer a broad range of expertise that uniquely qualifies us to serve the needs of cities, counties, and special districts, as well as state and federal agencies.

With regional and satellite offices that are specifically networked and strategically located, Willdan offers local, focused service to the varied demographics of our public agency customers. Our firm organization enables staff to efficiently communicate individual project challenges and goals companywide, thus capitalizing on all of Willdan's resources to deliver the highest quality and most cost-effective product.

Comprehensive Solutions – Integrated Approach

Founded in 1964 and headquartered in Anaheim, California, Willdan was originally established as a civil engineering firm specializing in providing solutions for our public agency clients. Since that time we have evolved into a professional consulting firm offering a broad array of services that allow us to provide a comprehensive and integrated approach to our clients' planning, engineering, financial, economic, public facility, and public safety challenges.

Engineering Services

Willdan Engineering offers a full complement of engineering services including public works and infrastructure design, water and wastewater, traffic and transportation, city and special district engineering, civil and structural, building and safety; as well as landscape architecture, construction management, and municipal planning services, serving clients throughout California and the western United States.

Willdan's understanding of public agency needs and issues is unique in the industry. In addition to the significant portion of our staff that have served in public agency management positions prior to joining Willdan, we have numerous assignments with over 60% of the cities and counties in California for city engineers, traffic engineers, building officials, planning directors, and other public agency staff members. With our depth of experience, expertise, knowledge and resources, Willdan is able to offer practical solutions that are timely, cost effective, and that meet the needs of individual communities. The diversity of our staff experience is an added value of our professional services.



**Willdan Engineering
Corporate Headquarters**

2401 E. Katella Avenue,
Suite 300
Anaheim, CA 92806

Phone: 714.940.6300
Fax: 714.940.4920

Visit us on the Web at:
www.willdan.com

Willdan Engineering offers a full complement of project planning, analysis, design, permitting and funding assistance, construction management and other project support activities necessary for a sustainable project. Infrastructure engineering services are our heritage along with providing municipal engineering, building and safety, inspection and planning support staffing from full-time, in-house to interim or part-time assistance on a project-by-project basis.

Willdan specializes in providing Traffic Engineering and Transportation Planning services to city, county, and state agencies. Our staff is experienced in

transportation planning, development impact analysis, traffic signal design, timing, signing, striping, construction area traffic control, street lighting, traffic operations, traffic calming, circulation, access, travel demand forecasting, engineering and traffic surveys, and traffic safety.

**Willdan Engineering
Primary Project Office**

Los Angeles/Industry
13191 Crossroad Pkwy. N.
Suite 405
Industry, CA 91746

Phone: 562.908.6200
Fax: 562.695.2120

Relevant Experience

Willdan Engineering is the leading firm providing municipal traffic engineering services to southern California for over 30 years. Besides Mr. Zandvliet's specific references for the Cities of **Rolling Hills Estates, La Cañada Flintridge and San Marino** provided later in this proposal, the following is a partial list of agencies for which Willdan Engineering is providing similar traffic engineering experience:

- ♦ City of Arcadia City Traffic Engineering Services (Ongoing)
- ♦ City of Burbank As-Needed Traffic Engineering Services (Ongoing)
- ♦ City of Highland Traffic Signal(2011-2012)
- ♦ City of Indian Wells As-Needed Traffic Engineering Services (Ongoing)
- ♦ City of Industry Traffic Engineering Services (2010-2012)
- ♦ City of La Quinta Traffic Survey (2011-2012)
- ♦ City of Lakewood City Traffic Engineering Services (Ongoing)
- ♦ City of Lawndale Traffic Engineering Services (Ongoing)
- ♦ City of Maywood Traffic Engineering Services (Ongoing)
- ♦ City of Norwalk City Traffic Engineering Services, Traffic Engineering Services
- ♦ City of Norwalk Traffic Signal Modifications (2010-2012)
- ♦ City of Paramount City Traffic Engineering Services, Traffic Engineering Services
- ♦ City of Pico Rivera Beverly/Pico Park Traffic Signal (2009-2012)
- ♦ City of Pinole Traffic Survey (2011-2012)
- ♦ City of Placentia City Traffic Engineering Services (Ongoing)
- ♦ City of Rancho Palos Verdes On-Call Traffic Engineering Services (Ongoing)
- ♦ City of Red Bluff Traffic Survey (2011-2012)
- ♦ City of Rolling Hills City Traffic Engineering Services, Traffic Engineering Services (Ongoing)
- ♦ City of Rosemead Deputy City Traffic Engineer (Ongoing)
- ♦ City of Santa Monica Traffic Analysis (Ongoing)
- ♦ City of Temecula City Traffic Engineering Services (Ongoing)
- ♦ City of West Lake Village City Engineering (Ongoing)
- ♦ County of Fresno Traffic Engineering Studies (2011-2012)
- ♦ Port of Long Beach Port of Long Beach Traffic Engineering Study Services (2003-04)



Other Willdan Services

Willdan is a multifaceted company with a full complement of staff available to provide not only professional traffic engineering services, but also a broad range of other municipal support services including the following:

- Water/Wastewater
- Soil and Groundwater Investigation
- Construction Management/Inspection
- City/Town Staff Augmentation
- Structural Engineering
- Transportation Engineering/ Roadway Design
- Traffic Engineering
- Flood Control Design
- Pavement Management
- Capital Program Management
- Survey/Mapping
- City/Town Engineering
- Landscape Architecture
- Environmental/Planning
- Development Services/Plan Review
- Municipal Financial Funding/Grant Administration
- Building and Safety
- Municipal Planning
- Ordinance Development
- Zoning and Permitting
- Geotechnical Engineering
- Earthquake Engineering
- Engineering Geology and Hydrogeology
- Full-Service Geotechnical Laboratory
- Construction Materials Testing and Inspection
- Environmental Assessment and Audit
- Environmental Characterization and Assessment
- Information Technology and GIS
- Munitions Response/Investigation
- Fiscal Impact analysis
- User Fee/Development Fee Evaluation
- Annexation/Incorporation Assessment
- District Formation
- District Administration
- Arbitrage Rebate
- Utility Rate Study
- Cost Allocation Study
- Facility Financing Planning
- Federal Disclosure Compliance
- Emergency Preparedness Training
- Crisis Management
- Terrorism Threat Assessment
- Infrastructure Protection
- Personnel Background Investigation
- Personnel Management
- Management Practice Assessment
- Energy Efficiency Services
- Integrated Energy and Demand-Side Management Services
- Code Enforcement

Conflict of Interest Statement

Willdan has served public agencies since its inception in 1964. More than 96% of Willdan's revenue is generated from working for public agencies, cities, and counties within three states; California, Arizona, and Nevada. Due to the nature of our client base, we select employees who recognize the regulatory nature of our services.

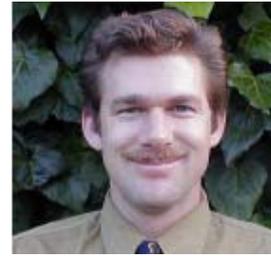
Any appearance of a conflict of interest, whether determined to be realized or not, is a violation of company policy. Every Willdan employee is required to receive training and counseling in this area upon hiring and on a regular basis and is required to sign a statement indicating that they understand the Company's conflict of interest policies and vow to uphold those policies to their fullest extent.

Our management staff regularly reviews and evaluates the performance of all employees. These reviews and evaluations contain a significant component related to conflict of interest matters. Any appearance of a conflict of interest matter we immediately bring to the employees attention, and when necessary, we notify the client and their staff. We are proud to note that as a result of these policies and procedures, we rarely have legitimate conflict of interest situations arise. However, if they do, the Company is dedicated to immediate response and subsequent appropriate action.



4. Traffic Engineer Qualifications and Experience

Willdan Engineering enthusiastically offers the services of **Mr. Erik Zandvliet, TE, City Traffic Engineer**, to be the City's Registered Traffic Engineer, who would be responsible for the overall professional engineering services provided to Manhattan Beach. Mr. Zandvliet is intimately familiar with the City of Manhattan Beach, serving previously as the City's Traffic Engineer for eight years between 2002 and 2010. He developed and managed several large projects for the City, including the Neighborhood Traffic Management Program and Downtown Parking Management Plan.



Work Experience

Mr. Erik Zandvliet is a City Traffic Engineer at Willdan Engineering with more than 20 years of experience in traffic and transportation engineering, including ten years with Willdan Engineering. He is a registered Professional Traffic Engineer in the State of California since 1994. Mr. Zandvliet has extensive experience in local traffic engineering duties and responsibilities, as well as knowledge of both traditional and creative traffic solutions. Besides his primary experience as a municipal Traffic Engineer, he brings a wide range of abilities equally suited to serving public agencies as well as project management. He is responsible for analysis, coordination, and design of a variety of projects, including traffic signal plans, sign and striping plans, preparation of traffic impact studies, engineering and traffic surveys, and design projects. He is an expert grant preparation writer, having won over \$15,000,000 in grant funds in the last twelve years for various client cities.

Prior to joining the Willdan team, Mr. Zandvliet worked for the City of Burbank as City Traffic Engineer, where he was responsible for the overall management of the Traffic Engineering Division. Prior to this employment, he served as City Traffic Engineer for the City of Downey. As Traffic Engineer for the City of Burbank, Mr. Zandvliet was solely responsible for the administration and management of the Traffic Division, which included separate Signs and Striping, Engineering, and Traffic Signal Maintenance Sections. In the City of Downey, Mr. Zandvliet had similar responsibilities. In both cities, he handled all types of traffic related issues, including those generated by several concurrent major development projects.

Mr. Zandvliet stays involved in the traffic engineering profession with membership in several professional associations, including the Institute of Transportation Engineers (ITE), City Traffic Engineers (CTE), American Society of Civil Engineers (ASCE) and American Public Works Association (APWA). He has also served as ITE Section President and CTE President. Mr. Zandvliet continues his education through extended learning courses and professional development hours sponsored by various professional associations and universities. We encourage you to read a more detailed summary of Mr. Zandvliet's extensive experience in his resume.

City Familiarity

For eight years, Mr. Zandvliet served as the City Traffic Engineer for the City of Manhattan Beach. In short, he has personally performed each of the Scope of Work items listed in the RFP for the City. He considers himself a member of the staff and has fostered good working relationships with personnel in all departments. He contributes to the team management work philosophy in the City and makes an effort to remain connected with the community. He has an inclusive and friendly attitude that helps achieve consensus and breaks down barriers. He easily converses with leaders of the Downtown Business and Professional Association, School District, Chamber of Commerce, development firms, neighborhood groups and various City Council committees. He has helped build a cooperative environment that efficiently facilitates results with a minimum of time and effort, a value added bonus.



Mr. Zandvliet has unparalleled knowledge of the City's traffic engineering history, having assisted in managing the Traffic and Right-of-Way Division of the Community Development Department. He has helped train four different Management Analysts in the unique traffic and parking challenges of Manhattan Beach and adapted to their work styles. Mr. Zandvliet has helped develop the procedures and methods used today to handle traffic concerns.

Mr. Zandvliet has an intimate familiarity of the City's streets, facilities, schools and parking facilities, having handled thousands of citizen requests and traffic related matters. He has performed traffic safety studies at all of the City's schools, and conducted four major neighborhood traffic management studies. He has applied the City's General Plan policies and objectives in reviewing all commercial development in the City, ensuring that the traffic and parking standards are met and everyone gets a project they can be proud of.

Mr. Zandvliet has mastered the requirements for writing staff reports, handling citizen requests, making Council presentations, and completing special projects in the "Manhattan Beach" way, such that major revisions and corrections are rarely needed. His presentations are clear, insightful and understandable to the public. This saves City staff time and effort, which in turn saves the City money. While other consultants may offer less expensive hourly rates, none can equal the speed and accuracy with which Mr. Zandvliet accomplishes the same tasks, which results in a better value to the City.

Mr. Zandvliet meets every work day with the Director of Community Development or his designee to receive direction and provide progress reports. He will normally be available to the City of Manhattan Beach on Tuesdays for 8 to 10 hours at City Hall and up to 20 hours per week as requested to perform the Scope of Work, work on special projects, help manage all active projects, and aid in maintaining full contact with City staff. When not present at the City, Mr. Zandvliet will remain in close contact with the Community Development Department via telephone, cellular telephone, and e-mail. If there is an urgent matter, Mr. Zandvliet can adjust his work schedule to meet the City's need with the mutual understanding that such occasional urgencies are reciprocal with his other commitments.

Mr. Zandvliet, in consultation with the City, may assign one of a select group of staff members to work on specific or specialized tasks as required. Mr. Zandvliet will ensure that Willdan's staff works as a single "employee" if other staff is assigned to work on particular tasks. Mr. Zandvliet will ensure that any Willdan staff assigned to specific tasks are matched to appropriate level work. For example, a project manager will not be assigned to drafter level work. In this way, Manhattan Beach maximizes Willdan's labor resources, while gaining the reward of reduced labor costs. Mr. Zandvliet will require all staff stay in full communication with him, and will keep the Community Development Department informed on the specific work conducted by the Willdan "employee." Willdan acknowledges that no person designated as key shall be removed or replaced without the prior written concurrence of the City of Manhattan Beach.

Special Projects

Mr. Zandvliet has been instrumental in the completion of some of the biggest projects in the City's recent history. Whether as a member of the City team or as the primary project manager, he treats each project as his own, with the objective of creating the best and safest project for the public. His knowledge of these projects benefits the City when responding to new traffic issues.

- ◆ Neighborhood Traffic Management Program – Helped develop and implement program
- ◆ General Plan Update – Reviewed traffic study and helped develop goals and objectives
- ◆ Public Safety Facility – Provided development review for traffic and parking issues
- ◆ Metlox Development – Reviewed traffic study/site plan and assisted in traffic issues



- ◆ Traffic Signal Modifications at Artesia/Peck and Manhattan Beach Blvd/Redondo-Manager
- ◆ Mira Costa High School Resident Parking Override Program – Helped develop/implement
- ◆ Northeast Area NTMP – Performed study and implemented measures
- ◆ Southeast Area NTMP - Performed study and implemented measures
- ◆ Sand Dune Park NTMP 2004- Performed study and implemented measures
- ◆ Facility Strategic Plan – Provided traffic and parking guidance and review
- ◆ Plaza El Segundo – Provided expert traffic advice and reviewed studies
- ◆ Manhattan Village Shopping Center - Reviewed traffic study/site plan and assisted in traffic issues
- ◆ School Area Traffic Studies (6) – Performed studies and implemented measures
- ◆ Bicycle Transportation Plan – Updated citywide plan
- ◆ El Porto NTMP – Managed plan development and implemented measures
- ◆ Speed Survey 2009 – Assisted and reviewed citywide study update
- ◆ Sand Dune Park Traffic and Parking Studies 2009 – Performed studies and assisted in plan
- ◆ Downtown Parking Management Plan – Performed studies, managed project and implemented measures (Won ITE Award)
- Sepulveda Boulevard Corridor Study – Performed study and implemented measures

Current Workload and Availability

Mr. Zandvliet currently provides professional City Traffic Engineering Services for three other client cities and manages special design projects as follows:

Client	Scope of Work	Work Load
City of La Canada Flintridge	City Traffic Engineer	10 Hours/week
City of Rolling Hills Estates	City Traffic Engineer	6 Hours/week
City of San Marino	City Traffic Engineer	4 Hours/week
Various	Special Projects	5 Hours/week
Total Workload		25 hours/week
Availability		15 hours/week



5. Other Personnel

Willdan's employees and their relationship with their fellow employees are its most valuable resource. It is this strength that makes the difference between hiring one qualified individual versus establishing a relationship with a team of experts who will serve and support you now and in the future. We also believe in matching the appropriate staff to the required tasks. In this way, the City of Manhattan Beach will maximize Willdan's labor resources, while gaining the reward of reduced labor costs.

Our in-house traffic and transportation staff of engineers and planning professionals ensure that we will have the ability to provide these services efficiently and without the use of subconsultants. As a full-service multidisciplinary civil engineering firm, we have a full complement of staff available to provide engineering and municipal support services to our traffic and transportation staff. The City may also choose to take advantage of Willdan's other professional services in lieu of office hours for particular traffic engineering design projects on an as-needed basis. Most other companies do not have the range of specialties that Willdan can offer.

Willdan is well-versed in working closely with City staff, consensus building and public meetings through its frequent assignments as contract "employees" for numerous public agencies.

Project Team

Willdan has chosen each of the Manhattan Beach support staff on the basis of their distinct ability to perform the required on-going duties such as those listed in the Understanding and Scope of Work. In addition, each of the individuals has specific experience as city staff, particularly in traffic related issues. These personnel will be assigned to special assignments as requested by City staff based on their personal strengths in those areas. The Manhattan Beach team has been chosen to provide consistent, high-level work in a local atmosphere without excessive turnover or the need to reassign employees.

Additional experience and qualifications are outlined in the individual resumes provided in the Resume Section.

Mr. Lew Gluesing, PE, TE, PTOE, Director of Engineering, will serve as **Principal-in-Charge**. In this role, he will supervise the general conduct of the City's services, ensure allocation of Willdan staff, and provide quality assurance and technical assistance. He has over 44 years of experience in traffic engineering, making him a valuable and integral part of the team for the successful completion of this project.

Ms. Vanessa Muñoz, PE, TE, PTOE, Deputy Director, will lead the **Design Support Staff** on an as-needed basis. Ms. Muñoz is primarily responsible for the smooth management of the Division's design team. She has 14 years of experience in all facets of traffic signal and striping design, from research and development of concept designs to preparing plans, specifications, and cost estimates (PS&E); preparing proposals and staff reports; surveying and evaluating traffic data; and attending or conducting meetings.

Ms. Muñoz also performs similar city traffic engineering services for the cities of Rolling Hills, Maywood, Lawndale, and La Puente, where she is responsible for gathering data for parking studies and other tasks, including organizing the City's parking meter program.

Ms. Ruth Smith, TE, PTP, Project Manager, will serve as **Planning and Operations Support Staff**. Ms. Smith has more than 31 years of traffic and transportation engineering experience (3 years with Willdan), including 14 years as a Senior Traffic Engineer with the City of Santa Ana. During Ms. Smith's tenure with the City of Santa Ana, she had a wide range of responsibilities and duties due to staff rotation in all facets



of municipal traffic engineering. Ms. Smith currently performs city traffic engineering services for the cities of Placentia, Temecula, and Rancho Palos Verdes.

Ms. Joanne Itagaki, Senior Design Manager, will provide in-house support and technical expertise for traffic studies and implementation plans. She has more than 30 years of experience in providing consulting services to local government clients. She has prepared numerous plans and planning studies, including land use studies, general plans, specific plans, and site plans. Ms. Itagaki has also managed or had a major role in the preparation of more than 25 environmental impact reports and environmental assessments. Ms. Itagaki currently provides traffic engineering deputy services for the cities of Rosemead and Norwalk.

Mr. Bob Burch and Mr. Peter Keresztes, Senior Design Managers, will serve as a **Design Support Staff** for this assignment and will provide technical support for traffic signal design, street lighting, signing and striping plans, preparation of specifications and cost estimates, and traffic control design. Mr. Keresztes is based in Willdan's Anaheim office and brings 22 years (10 years with Willdan) of traffic engineering to the project team. Mr. Burch works in the Industry office and offers 18 years of design and traffic-related experience.



6. References

Client: City of La Canada Flintridge
Contact: Mr. Edward Hitti, Director of Public Works
Phone: (818) 790-8882
Project: City Traffic Engineering Services (2001 to present)

Client: City of Rolling Hills Estates
Contact: Mr. Greg Grammer, Assistant City Manager
Phone: (310) 377-1577
Project: City Traffic Engineering Services (2001 to present)

Client: City of San Marino
Contact: Ms. Lucy Garcia, Assistant City Manager
Phone: (626) 300-0708
Project: City Traffic Engineering Services (2002 to Present)

Client: City of South Gate
Contact: Mr. Mohammad Mostahkami, Deputy City Manager/Public Works Director
Phone: (323) 563-9582
Project: As-Needed Traffic Engineering Services (2006 to Present)



7. Contract Exceptions

Willdan has reviewed the Professional Services Agreement and shall meet these requirements upon selection with the following wording suggested by our corporate attorney that is summarized below:

Agreement

1. Section 7. Insurance Requirements; Subsection 7.2(1): Add the phrase **“and two million dollars (\$2,000,000.00) annual aggregate.”** After the words “...no less than one million dollars (\$1,000,000.00) per occurrence” to read as follows:

“...no less than one million dollars (\$1,000,000.00) per occurrence **and two million dollars (\$2,000,000.00) annual aggregate.**”
2. Section 7. Insurance Requirements; Subsection 7.2(1): Add and delete the following verbiage:

“...prior written notice of any cancellation, ~~non-renewal or material change in coverage,~~ **ten (10) days notice if cancellation is due to nonpayment of premium.** The policy shall...”
3. Section 7. Insurance Requirements; Subsection 7.2(2): Add and delete the following verbiage:

“...prior written notice of any cancellation, ~~non-renewal or material change in coverage,~~ **ten (10) days notice if cancellation is due to nonpayment of premium.** The policy shall...”
4. Section 7. Insurance Requirements; Subsection 7.2(2)(D): Add following verbiage to the end of the statement as follows:

“...until thirty (30) days written notice of cancellation is mailed to CITY, **ten (10) days notice if cancellation is due to nonpayment of premium.**”
5. Section 7. Insurance Requirements; Subsection 7.3(1): Note that Willdan’s deductibles are as follows:

General Liability	\$25,000
Professional Liability	\$250,000
6. **Section 12. Ownership of Work Product:** Add the following phrase at the end of the section to read as follows:

“...termination or expiration of the term of this Agreement. **CITY’s reuse of such materials on any project other than the project for which they were originally intended shall be at the CITY’s sole risk.**”
7. Section 21. Indemnification: Add and delete the following verbiage:

“...or damages of any nature, including attorney’s fees arising out of, **relating to or pertaining to CONTRACTOR’s negligence, recklessness or willful misconduct** ~~or in any way connected with~~ **in the** performance of, the...”



Insurance Endorsement Form #1 (General) Attachment "A"

Note: Willdan's insurance company will not use insurance endorsements generated by the client. They will only use forms that have been approved by the State of California. Specifically, the insurance industry ACORD forms. Our comments below are consistent with the content of the ACORD forms.

1. Section 4. Primary Insurance: Add and delete the following verbiage:
"... arising out of the activities of the Contractor ~~or otherwise insured hereunder~~ or those working on behalf of the Contractor."
2. Section 5. Indemnification Clause: Remove this section.
3. Section 6. Investigation and Defense Costs. Remove this section.
4. Section 8. Cancellation: Add the following verbiage to read as follows:
"...prior to the date of such cancellation, ten (10) days notice if cancellation is due to nonpayment of premium."
5. Section 9. Limits of Liability: Add and delete the following verbiage:
"...any injury, death, loss or damage as a result of ~~wrongful or~~ negligent acts or omissions by the named insured and \$2,000,000 aggregate."

Insurance Endorsement Form #2 (Auto) Attachment "B"

Note: Willdan's insurance company will not use insurance endorsements generated by the client. They will only use forms that have been approved by the State of California. Specifically, the insurance industry ACORD forms. Our comments below are consistent with the content of the ACORD forms.

1. Indemnification Clause: Remove this section.
2. Section 5. Investigation and Defense Costs. Remove this section.
3. Section 8. Cancellation: Add the following verbiage to read as follows:
"...prior to the date of such cancellation, ten (10) days notice if cancellation is due to nonpayment of premium."

Indemnification and Hold Harmless Agreement

1. Section 2. Investigation and Defense Costs: Add the following verbiage to read as follows:
"...costs of investigation and defense. Such obligation shall be in proportion to the named insured's fault, as determined by the court."



8. Fee Proposal

Willdan Engineering proposes to provide Mr. Erik Zandvliet's services on a time-and-materials basis at a reduced rate of \$165.00 per hour for all hours worked as City Traffic Engineer, either in-house hours or off-site hours. Other additional Willdan Engineering staff, when needed from time to time, will be provided on a time-and-materials basis in accordance with our standard billing rates currently in affect at the time the work is performed, as initially described on the enclosed Schedule of Hourly Rates. In addition, Willdan will not charge for mileage or travel expenses for regularly scheduled office hours.

Willdan will honor the reduced rate for Mr. Zandvliet as well as the Schedule of Hourly Rates for two (2) years from the date of contract, one year more than the City's minimum period. After two years, and on subsequent anniversary dates, the rates may be raised once per year by a value up to the change of the Consumer Price Index for the prior 12-month period for the Los Angeles/Orange County area, but not more than three percent (3%) per year. Willdan Engineering shall notify the City of any increase in writing thirty (30) days prior to the anniversary date. All price increases will be justified with evidence of the increased costs. Willdan Engineering understands any requests for increases must be received 30 days prior to the anniversary date, otherwise no increase will be allowed for that year.



WILLDAN ENGINEERING
Schedule of Hourly Rates
 Effective July 1, 2012 to June 30, 2013

ENGINEERING	LANDSCAPE ARCHITECTURE
Principal Engineer \$200.00	Principal Project Manager 180.00
Director 180.00	Principal Landscape Architect 150.00
Deputy Director 180.00	Senior Landscape Architect 125.00
Principal Project Manager 180.00	Associate Landscape Architect 115.00
City Engineer 180.00	Assistant Landscape Architect 100.00
Project Manager 180.00	
Program Manager 180.00	BUILDING AND SAFETY
Supervising Engineer 160.00	Director 180.00
Senior Engineer 145.00	Deputy Director 180.00
Senior Design Manager 145.00	Principal Project Manager 180.00
Design Manager 135.00	Supervising Plan Check Engineer 150.00
Associate Engineer 135.00	Building Official 150.00
Senior Designer 130.00	Plan Check Engineer 140.00
Senior Design Engineer II 130.00	Deputy Building Official 140.00
Senior Design Engineer I 125.00	Inspector of Record 140.00
Designer II 120.00	Senior Plans Examiner 125.00
Designer I 115.00	Supervising Building Inspector 125.00
Design Engineer II 120.00	Plans Examiner 115.00
Design Engineer I 115.00	Senior Building Inspector 115.00
GIS Analyst III 150.00	Supervisor Code Enforcement 115.00
GIS Analyst II 130.00	Building Inspector **105.00/110.00
GIS Analyst I 115.00	Supervising Construction Permit Specialist 105.00
Senior Drafter 110.00	Senior Construction Permit Specialist 100.00
Drafter II 100.00	Senior Code Enforcement Officer 95.00
Drafter I 95.00	Assistant Building Inspector **95.00/110.00
Technical Aide 85.00	Code Enforcement Officer 80.00
	Construction Permit Specialist 80.00
CONSTRUCTION MANAGEMENT	Assistant Construction Permit Specialist 85.00
Director 180.00	Plans Examiner Aide 75.00
Deputy Director 180.00	Assistant Code Enforcement Officer 70.00
Project Manager 180.00	
Senior Construction Manager 155.00	PLANNING
Construction Manager 145.00	Director 180.00
Assistant Construction Manager 120.00	Deputy Director 180.00
Utility Coordinator 125.00	Principal Planner 150.00
Labor Compliance Manager 120.00	Principal Community Development Planner 150.00
Labor Compliance Specialist 95.00	Senior Planner 130.00
	Senior Community Development Planner 130.00
INSPECTION SERVICES	Associate Planner 115.00
Supervising Public Works Observer 120.00	Associate Community Development Planner 115.00
Senior Public Works Observer 110.00	Assistant Community Development Planner 105.00
Public Works Observer **100.00/110.00	Assistant Planner 105.00
Assistant Public Works Observer **100.00/110.00	Planning Technician 85.00
	Community Development Technician 85.00
MAPPING AND EXPERT SERVICES	
Principal Project Manager 180.00	ADMINISTRATIVE
Supervisor - Survey & Mapping 155.00	Computer Data Entry 65.00
Senior Survey Analyst 130.00	Clerical 65.00
Senior Calculator 120.00	Word Processing 65.00
Calculator II 110.00	Personal Computer Time 30.00
Calculator I 100.00	
Survey Analyst II 115.00	
Survey Analyst I 100.00	

Mileage reimbursement will be charged at the current Federal guideline rate at the time of billing. Vehicles will be charged at a monthly rate of \$500.00.
 ** Prevailing Wage Project, Use \$110.00

Additional billing classifications may be added to the above listing during the year as new positions are created. Consultation in connection with litigation and court appearances will be quoted separately. The above schedule is for straight time. Overtime will be charged at 1.25 times, and Sundays and holidays, 1.70 times the standard rates. Blueprinting, reproduction, messenger services, and printing will be invoiced at cost plus fifteen percent (15%). A sub consultant management fee of fifteen percent (15%) will be added to the direct cost of all sub consultant services to provide for the cost of administration, consultation, and coordination. Valid July 1, 2012 thru June 30, 2013, thereafter, the rates may be raised once per year to the value of change of the Consumer Price Index for the Los Angeles/Orange County/Sacramento area, but not more than five percent per year.



Appendix

Resumes



Erik Zandvliet, TE

City Traffic Engineer

Education

1989, B.S, Civil Engineering,
University of Southern
California

Registration/Certification

1993, California, T1775,
Registered Traffic Engineer

Affiliations

American Society of Civil
Engineers

City Traffic Engineers
Association, 1994 President

Institute of Transportation
Engineers, 2003-04 Southern
California Section President

American Public Works
Association

Chi Epsilon Engineering
Honor Society

22 Years' Experience

Mr. Erik Zandvliet is a City Traffic Engineer at Willdan with more than 20 years of experience in traffic and transportation engineering. He specializes in providing City Traffic Engineering services to client cities, and is an expert in neighborhood traffic management, traffic circulation, parking studies, transportation planning, driver behavior, traffic design, grant preparation and operational analyses. He is a registered Professional Traffic Engineer in the State of California. He brings a wide range of abilities equally suited to serving public agencies as well as project management. He is responsible for analysis, coordination, and design of a variety of projects, including city traffic engineering, traffic signal plans, sign and striping plans, preparation of traffic impact studies, engineering and traffic surveys, and design projects. To date, Mr. Zandvliet has provided various traffic engineering services to over 30 municipalities, and has supervised completion of more than 100 unique projects.

Prior to joining the Willdan team, Mr. Zandvliet worked for the City of Burbank as City Traffic Engineer, where he was responsible for the overall management of the Traffic Engineering Division. Prior to this employment, he served as City Traffic Engineer for the City of Downey.

Relevant Project Experience

City Traffic Engineering Services

City of Manhattan Beach, City Traffic Engineering Services, City Traffic Engineer. Mr. Zandvliet served as City Traffic Engineer for the City between 2002 and 2010. His responsibilities include handling all general traffic engineering concerns within the City, such as reviewing traffic impact studies, preparing and reviewing traffic signal and striping plans, performing stop sign and safety analyses, preparing and presenting Commission and Council reports, conducting field investigations, investigating citizen requests and supervising City staff in the performance of these duties.

City of La Cañada-Flintridge, City Traffic Engineering Services, City Traffic Engineer. Mr. Zandvliet currently serves as City Traffic Engineer for the City. His responsibilities include handling all general traffic engineering concerns within the City, such as reviewing traffic impact studies, preparing and reviewing traffic signal and striping plans, performing stop sign and safety analyses, preparing and presenting Commission and Council reports, conducting field investigations, investigating citizen requests and supervising City staff in the performance of these duties.

City of San Marino, City Traffic Engineering Services, City Traffic Engineer. Mr. Zandvliet currently serves as City Traffic Engineer for the City. His responsibilities include handling all general traffic engineering concerns within the City, such as reviewing traffic impact studies, preparing and reviewing traffic signal and striping plans, performing stop sign and safety analyses, preparing and presenting Commission and Council reports, conducting field investigations, investigating citizen requests and supervising City staff in the performance of these duties.

City of Rolling Hills Estates, City Traffic Engineering Services, City Traffic Engineer. Mr. Zandvliet currently serves as City Traffic Engineer for the City. His responsibilities include handling all general traffic engineering concerns within the City, such as reviewing traffic impact studies, preparing and reviewing traffic signal and striping plans, performing stop sign and safety analyses,



Erik Zandvliet, TE
Continued

preparing and presenting Commission and Council reports, conducting field investigations, investigating citizen requests and supervising City staff in the performance of these duties.

County of Los Angeles, As-Needed Traffic Services, Project Manager. As Project Manager, Mr. Zandvliet provided as-needed traffic engineering services to the County of Los Angeles on a multi-year contract beginning in 2001. Some of the services included conducting traffic investigations, field surveys of existing traffic conditions, traffic counts, pedestrian movement counts, traffic collision analysis, preparation of traffic collision diagrams, engineering and traffic surveys, parking regulation studies, school area pedestrian and circulation studies, on-street and off-street parking studies, traffic signal design, traffic calming, preparation of traffic impact studies, conceptual traffic signal and roadway design, and other traffic engineering and traffic design services.

Port of Long Beach, Traffic Engineering Services and Traffic Counts, Project Manager. As Project Manager, Mr. Zandvliet provides various on-call and specific traffic engineering services to the Port of Long Beach on a multi-year contract beginning in 2002. Some of the services included conducting and preparing the Port’s Engineering and Traffic (E&T) Surveys, traffic volume counts and analysis, speed surveys, turning movement counts, and other professional engineering services as requested.

City of Long Beach, As-Needed Traffic Engineering Services, Traffic Engineer. As Traffic Engineer, Mr. Zandvliet provided as-needed traffic engineering and transportation planning services for various projects within the City of Long Beach. The engineering services were traffic operations, traffic design, transportation planning and programs as well as plans, specifications, and estimates (PS&E) preparation, assisting during advertisement bidding and construction.

As-Needed Traffic Engineering Services, Traffic Engineer. Mr. Zandvliet provides supportive as-needed traffic engineering and transportation planning services for various cities with current engineering services contracts with Willdan, including:

- | | |
|----------------------|-----------------------------|
| City of Burbank | City of Norwalk |
| City of Calimesa | City of Paramount |
| City of Indian Wells | City of Rancho Palos Verdes |
| City of Lakewood | City of Rosemead |
| City of Lawndale | City of South Gate |
| City of Lynwood | |

Neighborhood Traffic Management Studies

City of Burbank, Olive Park North Neighborhood Study, Project Manager. Mr. Zandvliet was the Project Manager for this project in which Willdan prepared and developed a neighborhood protection plan for the Olive Park North residential area within the City of Burbank. The project area encompassed approximately 8,000 homes, two schools, and 200 businesses. The project included an evaluation of existing conditions, consensus building through public workshop meetings, a survey of citizen concerns, developing a “toolbox” of possible solutions, identifying and recommending mitigation measures for real and apparent concerns, and the preparation of a technical memorandum documenting the study methodology, findings and recommendations. The plan required 3 years to complete and numerous meetings with City staff in addition to prioritized list of recommendations.



Erik Zandvliet, TE
Continued

City of Culver City, Sunset Park Neighborhood Traffic Management Program, Project Manager. As Project Manager, Mr. Zandvliet prepared and developed a neighborhood protection plan for the Sunkist Park residential area within the City of Culver City. The project area encompassed approximately 800 homes, 75 businesses, and 25 residential streets. The project included an evaluation of existing conditions, consensus building through public and Citizens Advisory Committee meetings, a survey of citizens concerns, developing a “toolbox” of possible solutions, identifying and recommending mitigation measures for real and apparent concerns, and the preparation of a technical memorandum documenting the study methodology, findings and recommendations. The plan required 2 years to complete and numerous meetings with City staff and an advisory group comprised of residents and businesses.

City of San Marino, Citywide Traffic Diversion Study, Traffic Engineer. As Traffic Engineer, Mr. Zandvliet prepared and developed a citywide traffic protection plan for all residential streets within the City of San Marino. The project area encompassed approximately 8,000 homes. The project included an evaluation of existing conditions, determination of low and high-impact improvements, analysis of probable citywide effects and development of a phased implementation plan. A priority list was prepared and assigned to four quadrants of the City. The plan included extensive Power Point presentations at Traffic Commission and City Council meetings.

City of Manhattan Beach, Northeast Area Neighborhood Traffic Management Program, Traffic Engineer. As Traffic Engineer, Mr. Zandvliet prepared and developed a neighborhood protection plan for the Northeast Area residential area within the City of Manhattan Beach. The project area encompassed approximately 2,000 homes and 35 residential streets. The project included an evaluation of existing conditions, consensus building through public workshops and Traffic Committee meetings, a survey of citizens concerns, developing a “toolbox” of possible solutions, identifying and recommending mitigation measures for real and apparent concerns, and the preparation of a report documenting the study methodology, findings and recommendations. The plan required 2 years to complete and numerous meetings with City staff, residents Traffic Commission and City Council.

City of Manhattan Beach, Southeast Area Neighborhood Traffic Management Program, Traffic Engineer. As Traffic Engineer, Mr. Zandvliet prepared and developed a neighborhood protection plan for the Southeast Area residential area within the City of Manhattan Beach. The project area encompassed approximately 2,500 homes and 40 residential streets. The project included an evaluation of existing conditions, consensus building through public workshops and Traffic Committee meetings, a survey of citizens concerns, developing a “toolbox” of possible solutions, identifying and recommending mitigation measures for real and apparent concerns, and the preparation of a report documenting the study methodology, findings and recommendations. The plan required 2 years to complete and numerous meetings with City staff, residents Traffic Commission and City Council.

City of Manhattan Beach, North Manhattan Beach Neighborhood Traffic Management Program, Traffic Engineer. As Traffic Engineer, Mr. Zandvliet managed and oversaw the development of a neighborhood protection plan for the “El Porto” beach residential area within the City of Manhattan Beach. The project area encompassed approximately 1,500 homes and 21 residential streets. The project included an evaluation of existing conditions, consensus building through public workshops and Traffic Committee meetings, a survey of possible measures, developing a “toolbox” of possible solutions, identifying and



Erik Zandvliet, TE

Continued

recommending mitigation measures for real and apparent concerns, and the preparation of a report documenting the study methodology, findings and recommendations. The plan required 2 years to complete and numerous meetings with City staff, residents Traffic Commission and City Council.

City of Rolling Hills Estates, Rollingwood Neighborhood Traffic Management Program, Traffic Engineer. As Traffic Engineer, Mr. Zandvliet prepared and developed a neighborhood protection plan for the Rollingwood residential area within the City of Rolling Hills Estates. The project area encompassed approximately 377 homes and 12 residential streets. The project included an evaluation of existing conditions, consensus building through public workshops and Traffic Committee meetings, a survey of citizens concerns, developing a "toolbox" of possible solutions, identifying and recommending mitigation measures for real and apparent concerns, and the preparation of a report documenting the study methodology, findings and recommendations. The plan required two implementation phases.

City of Santa Monica, Borderline Neighborhood Traffic Analysis, Project Manager. As Project Manager, Mr. Zandvliet prepared a traffic analysis and managed the design of engineered drawings for the recently completed Boderline Neighborhood Green Streets Improvements Project for the City of Santa Monica. The project included research, traffic volume and speed studies, collision analysis, coordination with stakeholders, meetings, and report preparation to assess the existing conditions and determine what reasonable changes or improvements would help achieve the original goals established by the neighborhood. Second, upon consensus of the recommended changes, engineered construction drawings were prepared to modify the current infrastructure to accomplish these goals. The original vision for the area was to create a "living street" by promoting walkability and sustainability through the use of decorative paving, raised roadways, pedestrian level lighting, landscaping planters and other elements.

Other Studies

City of Manhattan Beach, Downtown Parking Management Study, Project Manager. As Project Manager, Mr. Zandvliet prepared and managed a study to determine the existing and future parking demand within the downtown area and to update the City's overall Parking Management Strategy. The study was conducted over an 18-month period covering four seasons of parking data including the summer peak period. The study addressed issues and questions related to parking duration, parking users, existing supply, location of parking demand and supply, public and private parking management, overflow parking in residential areas, best parking management strategies, evaluation of city land use and parking codes, merchant parking programs and valet parking. The downtown study area consisted of over 30 city blocks, 3,000 public and private parking spaces and eight city parking lots/structures. The analysis included over ½ million data points. A separate data collection consultant provided raw parking utilization counts. The study received the ITE Parking Council Best Practices Award in 2010.

City of Manhattan Beach, Sepulveda Boulevard Corridor Parking Study, Project Manager. As City Traffic Engineer, Mr. Zandvliet prepared and managed a traffic study to determine if permanent parking restrictions were justified and beneficial to overall traffic circulation along Sepulveda Boulevard within the City. The project required the analysis of traffic volumes, accident history, land uses and existing parking demand along a 2 mile street segment, as well as a professional opinion whether there would be insufficient off-street parking supply or adverse parking and traffic impacts to the adjacent residential



Erik Zandvliet, TE
Continued

neighborhood. The conclusions and recommendations were presented to the City Council and Caltrans for implementation.

City of Manhattan Beach, School Area Traffic Safety Studies, Traffic Engineer. As City Traffic Engineer, Mr. Zandvliet prepared and managed a series of individual comprehensive studies over 5 years to evaluate pedestrian and vehicle safety surrounding 6 elementary schools and 2 middle/high schools within the City of Manhattan Beach serving over 5,000 students. Each study included an evaluation of existing conditions, public workshops, consensus building with surrounding residents, opinion surveys of possible measures, technical reports, warrant studies, public hearings with the Traffic Commission and City Council, implementation of initial measures, and a follow-up evaluation of those initial measures for each school to determine which measures were working with consideration of possible additional measures. Each school area study averaged 2 years to complete and required numerous meetings with school administrators, resident groups, stakeholders and enforcement agencies. Besides engineering and enforcement measures, educational materials were prepared and distributed, including Suggested Routes to School maps and customized school safety handouts for both school pedestrians and parents.

City of La Cañada Flintridge, Citywide School Area Traffic Safety Study, Traffic Engineer. As City Traffic Engineer, Mr. Zandvliet prepared and managed a series of comprehensive studies over 3 years to evaluate pedestrian and vehicle safety surrounding 3 elementary schools and 1 high school within the City of La Canada Flintridge. Each study included an evaluation of existing conditions, public workshops, consensus building with surrounding residents, technical reports, warrant studies, public hearings with the Traffic Commission and City Council, implementation of initial measures, a follow-up evaluation of those initial measures for each school to determine which measures were working and consideration of possible additional measures. Numerous meetings were held with school administrators, resident groups, stakeholders and enforcement agencies. Suggested routes to school maps were prepared and distributed, as well as customized school safety handouts for both school pedestrians and parents.

City of Rolling Hills Estates, School Area Traffic Safety Studies, Traffic Engineer. As City Traffic Engineer, Mr. Zandvliet prepared and managed evaluations of various pedestrian and traffic circulation issues surrounding 3 elementary schools and 1 high school within the City of Rolling Hills Estates. Each study generally included an evaluation of existing conditions, technical reports, warrant studies, consensus building, and often public hearings with the Traffic Commission and City Council.

City of San Marino, School Area Traffic Safety Studies, Traffic Engineer. As City Traffic Engineer, Mr. Zandvliet prepared and managed evaluations of various pedestrian and traffic circulation issues surrounding 2 elementary schools and 1 high school within the City of San Marino. Each study generally included an evaluation of existing conditions, technical reports, warrant studies, consensus building, and often public hearings with the Traffic Commission and City Council.

City of Rolling Hills Estates – Developer Traffic Impact Fee Study, Traffic Engineer. As Project Manager, Mr. Zandvliet prepared a technical study to determine potential fair-share developer impact fees that would be required to mitigate the buildout of the City's commercial district, based on the present and future costs of traffic and street improvements needed to maintain a satisfactory level-of service on the roadway network. The findings and conclusions were used for a Traffic Impact Fee program adopted by the City.



Erik Zandvliet, TE
Continued

City of South Gate, Traffic Impact Fee Study. Mr. Zandvliet provided traffic engineering services for this study. The purpose of the study is to establish a mechanism for assessing new development, their pro rata fair share of the cost of improving the City's highway and arterial network in order to mitigate the traffic impacts caused by such new development within the enumerated benefit zone.

City of La Cañada Flintridge, Analysis of I-710 Tunnel Feasibility Study, Project Manager. As Project Manager, Mr. Zandvliet prepared an analysis of the I-710 Tunnel Feasibility Assessment Report to determine the potential air quality, noise and traffic impacts to the City of La Cañada Flintridge of a proposed tunnel to connect the gap of the I-710 Freeway between the I-10 and I-210 Freeways. The project included research to obtain background and future traffic forecasts, as well as estimate the potential environmental conditions caused by expected traffic increases. Willdan retained Mestre Greve Associates to assist in the Noise and Air Quality analysis portions of this project. Willdan submitted a letter report containing its findings and recommendations, and attended key City Council meetings to answer questions and provide professional assistance.

City of Culver City, Traffic Engineering and Planning Services. Mr. Zandvliet, Task Manager, is providing as-needed traffic engineering and planning services relating to development and traffic impact study review.

City of Milpitas, Parking Policy Concept Paper. Mr. Zandvliet as Project Manager, supervised the preparation of a comprehensive analysis and evaluation of potential parking policies for the City of Milpitas Central Midtown area. The project included extensive research into different parking strategies in other agencies to encourage growth in a redevelopment area. The paper helped the City establish some guiding principles for the formation of a "Central Midtown Parking Precise Plan". An overall evaluation of these guiding concepts was made as it relates to the Milpitas Midtown Specific Plan and the community in general. The project included project and public meetings to present the guiding principles and receive feedback.

City of Redding, Parkview Neighborhood Revitalization Project, Task Engineer. As Task Engineer, Mr. Zandvliet conducted a three-component study to evaluate traffic conditions in the Parkview Neighborhood area. The three components included recommending street improvements to enhance Parkview Avenue, traffic calming analysis of Freebridge Street, and the extension of Eastside Road.

City of La Puente, Left-Turn Study at Temple and Glendora Avenues, Project Manager. As Project Manager, Mr. Zandvliet prepared a traffic study to determine if protected left-turn phasing was warranted at the intersection of Temple Avenue and Glendora. The project required the analysis of traffic volumes, accident history, and left-turn delay on all approaches.

City of Indian Wells, Fred Waring Drive Widening Study, Project Manager. As Project Manager, Mr. Zandvliet prepared a detailed traffic study to determine the feasibility of widening Fred Waring Drive to six lanes. The project included the following components: review of previous traffic impact reports of nearby developments and the City's General Plan to establish realistic future traffic conditions; a focused traffic analysis to determine the required number and configuration of lanes on Fred Waring Drive in order to maintain smooth flow and satisfactory levels of service; minimum and optimal alternatives to the ultimate roadway design to minimize impacts to existing improvements while maintaining minimum levels of service; and supervising the preparation of conceptual striping plans for optimal and minimum lane configurations.



Erik Zandvliet, TE

Continued

City of Rosemead, Traffic Signal Master Plan, Project Manager. As Project Manager, Mr. Zandvliet prepared a detailed traffic study to determine the state of the traffic signal infrastructure within the City of Rosemead. The project included the following components: identifying existing equipment, collecting “before” time-travel data, reviewing collision histories, analyzing current and future needs, and recommending improvements to the traffic signal system that will serve the motoring public in the future. The plan studied 53 signalized intersections covering 20 miles of roadways and required 2 years of research and analysis.

City of Burbank, Travel Time Study and Traffic Counts, Project Manager. As Project Manager, Mr. Zandvliet prepared a detailed traffic study to determine the effect of travel times and traffic congestion associated with a major roadway realignment involving three major arterial streets, two traffic signals and a large nearby commercial development. The project included collection and analysis of daily traffic counts, turning movement counts, and before-and-after travel time studies.

City of Manhattan Beach, Left-Turn Study at Artesia Boulevard and Peck Avenue, Task Manager. As Task Manager, Mr. Zandvliet prepared a traffic study to determine if protected left-turn phasing was warranted at the intersection of Artesia Boulevard and Peck Avenue. The project required the analysis of traffic volumes, accident history, and left-turn delay on all approaches.

City of Norwalk, Left-Turn Study at Imperial Highway and Kainor Avenue, Task Manager. As Task Manager, Mr. Zandvliet prepared a traffic study to determine if protected left-turn phasing was warranted at the intersection of Imperial Highway and Kainor Avenue. The project required the analysis of traffic volumes, accident history, and left-turn delay on all approaches.

Parkway-La Mirada, On-Site Circulation Study, Project Manager. As Project Manager, Mr. Zandvliet identified alternative on-site traffic circulation patterns and completed a conceptual plan to provide better access to an existing retail and industrial development on Valley View Boulevard south of Firestone Boulevard in the City of La Mirada. The goal of the project was to improve traffic flow in and around the development through revisions in the parking lot and driveway layout. The analysis required on-site investigation and a review of a traffic study conducted by the City of La Mirada to analyze the potential signalization of two project driveways and related accident history. The traffic signal was presented to the City of La Mirada Public Safety Commission on August 23, 2000. Amber Capital, Inc., owner of the development, was asked to consider a redesign of the parking lot as part of Commission’s recommendation. Subsequently, Willdan was hired by Amber Capital, Inc. to complete an analysis of the recommendation.

City of Indian Wells, Stop Sign Warrant Study, Project Manager. As Project Manager, Mr. Zandvliet evaluated stop sign warrants for two intersections near an elementary school in the City. The project required data collection, collision analysis, field survey and determination of recommended traffic controls.

City of Indian Wells, Traffic Signal Warrant Study, Project Manager. As Project Manager, Mr. Zandvliet evaluated traffic signal warrants for two proposed intersections on a major highway in the City. The intersections were proposed as part of two separate land developments taking primary access on the highway. The project required data collection, collision analysis, field survey and determination of recommended traffic controls.

City of Hawaiian Gardens, Stop Sign Study, Project Manager. Mr. Zandvliet was the Project Manager. The project was completed to review the need for multi-way (four-way) stop controls for seven intersections along Berkshire



Erik Zandvliet, TE
Continued

Avenue and Claretta Avenue. The review also evaluated other underlining traffic conditions or concerns, such as speeding and/or cut-through traffic and provided recommendations that would address any identified conditions.

City of Rancho Palos Verdes, Traffic Operations Study – Hawthorne Boulevard at Highridge Road, Project Manager. As Project Manager, Mr. Zandvliet project conducted a detailed traffic study to determine the existing level of service and possible traffic improvements for the intersection of Hawthorne Boulevard and Highridge Road. The project included traffic counts, turning movement counts, speed survey, accident analysis, intersection layout sketch, and sight distance evaluation. Up to eight alternatives were evaluated and discussed. The final report was submitted and presented to the Traffic Committee and City Council.

City of La Puente, Congestion Management Plan Credit Strategies Report, Project Manager. As Project Manager, Mr. Zandvliet prepared an extensive traffic engineering report that reviewed possible Congestion Management Plan credit strategies for the City. The project included cost-benefit ratios based on the number of credits earned versus the installation cost of the strategies. The study report included a description of the recommended credit strategies and related improvements, as well as projected credit amounts and preliminary cost estimates.

Traffic Signals

City of Rolling Hills Estates, Peninsula Villa Traffic Signal Concepts. Mr. Zandvliet was the Traffic Engineer of this project which consisted preparing concept plans at 12 locations showing existing conditions with proposed mitigation measures for future upgrades. The plans included upgrades to the traffic signal equipment, controller, controller cabinet, detector loops, conduit and wiring. Each concept plan included a schematic of the mitigation measures and a detailed list of each specific item to be upgraded. Each concept plan included an engineer's estimate pertaining to each mitigation shown. The project also included the preparation of an ICU analysis at specific locations where the intersection has multiple mitigation measures.

City of Burbank, Traffic Signal Design - 6 Locations, Project Manager. Mr. Zandvliet was the Project Manager of this project. This project involved the preparation of plans, specifications, and estimate (PS&E) for the installation of left-turn signals at six intersections within the City of Burbank. The project required the full preparation of electronic base maps as well as traffic signal modification plans, specifications, and cost estimate to modify the existing traffic signal. The project also included research to obtain utility and existing conditions that may have affected design.

City of Burbank, Burbank Media District Fiber Interconnect Design, Project Manager. Mr. Zandvliet was the Project Manager of this project which involved preparation of the plans, specifications, and estimate (PS&E) for the installation of fiber optic ready interconnect conduit in the Media District of the City of Burbank. The interconnect conduit is intended to carry data and video communication for 12 CCTV cameras, over 24 traffic signals, seven dynamic message signs, and other traffic flow information to a new traffic management center as part of a ITS Grant awarded to the City. The project required the full preparation of electronic base maps as well as traffic signal interconnect plans, specifications, and cost estimate to install approximately 11,500 feet of underground conduit. The project required coordination with several other concurrent design projects as well connections to new fiber trunk lines and other signal improvements affecting the final design. The project also included



Erik Zandvliet, TE
Continued

research and coordination to obtain utility and existing conditions that affected the design.

City of Rancho Palos Verdes, Hawthorne Boulevard at Vallon Drive Traffic Signal Design, Project Manager. Mr. Zandvliet was the Project Manager for this project. The project involved preparation of conceptual designs that showed several decorative alternatives for a new traffic signal at the intersection of Hawthorne Boulevard and Vallon Drive. These alternatives were presented to the City Council in a PowerPoint presentation for their review and recommendation. Up to four alternatives were evaluated and discussed. Willdan then prepared the plans, specifications, and estimate (PS&E) for the installation of the new traffic signal at this intersection. Special emphasis was made due to its location on a curved and sloped roadway. The project required the full preparation of electronic base maps as well as traffic signal modification plans, specifications, and cost estimate to design the new traffic signal. The project also included research to obtain utility and existing conditions that may have affected design.

City of La Cañada-Flintridge, Oak Grove Drive at La Cañada High School Traffic Signal Design, Project Manager. Mr. Zandvliet was the Project Manager for this project which involved preparation of the plans, specifications and estimate for the installation of a new traffic signal at La Cañada High School. The project required the full preparation of electronic base maps as well as traffic signal modification plans, specifications and cost estimate to design the new traffic signal. The project also included research to obtain utility and existing conditions that may have affected design. Mr. Zandvliet also assisted the City in constructing the new traffic signal in under 2 weeks before school resumed in the Fall.

City of La Cañada Flintridge, Foothill Boulevard at Viro Road Crosswalk Light/Beacon Design. Mr. Zandvliet was the Project Manager of this project which involved the preparation of plans, specifications, and estimates (PS&E) for the modification of an in-pavement flashing light crosswalk system and installation of flashing beacons on Foothill Boulevard at Viro Road. The project also included research to obtain utility and existing conditions that may have affected design.

City of La Cañada Flintridge, Angeles Crest Highway/Foothill Traffic Signal. Mr. Zandvliet was the Project Manager of this project that involved the preparation of plans, specifications, and estimate (PS&E) for the installation of traffic signal modifications, street resurfacing, raised center medians, and center median landscaping at the intersection of Angeles Crest Highway and Foothill Boulevard. Willdan also assisted with Caltrans Encroachment Permit processing to obtain permit and performed utility coordination.

City of La Cañada Flintridge, Three In-pavement Flashing Crosswalks. Mr. Zandvliet was the Project Manager of this project which involved the preparation of plans, specifications, and estimate (PS&E) for the installation of three (3) in-pavement flashing light crosswalk systems on Foothill Boulevard, Verdugo Boulevard, and Descanso Drive. The project also included research to obtain utility and existing conditions that may have affected design.

Krismar Construction Company, Inc., California Street Traffic Signal Plan Revisions, Project Manager. Mr. Zandvliet was the Project Manager of this project that involved providing design services for the revision of approved traffic signal installation plans designed by Willdan. Traffic signal equipment was relocated to provide access to a driveway that was not previously proposed. The project also required revisions to the approved signing and striping, and signal interconnect plans associated with the project.



Erik Zandvliet, TE
Continued

Krismar Construction Company, Inc., Burbank-Pinnacle Project Traffic Design Services, Project Manager. As Project Manager, Mr. Zandvliet provided plans, specifications, and estimate (PS&E) for the installation of four new traffic signals, a traffic signal interconnect system, and striping for a large office building project. The traffic improvements were conditions for the construction of the office buildings. This project required preparation of detailed plans, specifications, and cost estimates to construct four new traffic signals, a signal interconnect system, and two striping plans on major streets, as well as research and coordinate utility relocations and other existing conditions that may have affected the design.

Krismar Construction Company, Inc., Krismar-Empire/Ontario Traffic Signal Design, Project Manager. Mr. Zandvliet was the Project Manager of this project which included design services for a new traffic signal, a traffic signal interconnect system, and street striping on a major street in the City of Burbank. The project included preparing plans, specifications, and cost estimates (PS&E) as well as research of utility and other existing conditions that may have affected the design. The work required coordination with local utilities, street beautification features such as decorative pavement and parkway treatments and final as-built designs.

City of La Cañada Flintridge, Foothill Boulevard/Alta Canyon Traffic Signal Design, Project Manager. As Project Manager, Mr. Zandvliet prepared the plans, specifications, and estimates (PS&E) for the modification of an existing traffic signal at Foothill Boulevard and Alta Canyon Road within the City of La Cañada Flintridge. The project required the full preparation of electronic base maps as well as traffic signal modification plans, specifications, and cost estimate to modify the operation of the traffic signal. The project also included research to obtain utility and existing conditions that may have affected design.

City of Burbank, Burbank-Pinnacle Traffic Signal and Striping Design Services, Project Manager. As Project Manager, Mr. Zandvliet supervised the preparation of plans, specifications and estimate for the installation of four new traffic signals, a traffic signal interconnect system, and striping for a large office building project in the City. The traffic improvements were conditions for the construction of the office buildings.

City of Morgan Hill, Temporary Traffic Signal Plans, Project Manager. As Project Manager, Mr. Zandvliet designed and supervised the preparation of traffic signal plans for the installation of a temporary wood pole traffic signal at the intersection of Condit Road and Main Street in the City of Morgan Hill. The project included plans, specifications, and cost estimate for a traffic signal that included non-standard equipment. The project required additional research into the structural design of traffic signal equipment using wood poles and adaptation of Caltrans standards to above ground temporary facilities. The project was completed in less than two weeks due to the urgent need for installation.

City of La Puente, Temple-Glendora Traffic Signal Design, Project Manager. As Project Manager, Mr. Zandvliet provided plans, specifications, and estimate (PS&E) for the installation of left-turn signals at the intersection of Temple Avenue and Glendora Avenue. The City approved the protected signal phases after a left-turn warrant study found that left-turn signals were warranted on all approaches.

County of Los Angeles, Los Angeles County - Carson Street Traffic Signal Synchronization Plans (TSSP), Project Manager. As Project Manager, Mr. Zandvliet provided traffic engineering services to the County of Los Angeles to prepare traffic signal plans, drawings and traffic operation analysis for 26 traffic signals along Carson Street between Hawthorne Boulevard and Santa Fe



Erik Zandvliet, TE
Continued

Avenue. Some of the services included traffic signal design, conceptual traffic signal and roadway design, signing and striping plans, specifications, cost estimates, utility coordination, conducting traffic investigations, field surveys of existing traffic conditions, traffic counts, pedestrian movement counts, traffic collision analysis and other traffic engineering and traffic design services that may have been desired.

City of Manhattan Beach, 15th Street/Valley Drive Traffic Signal Modification, Project Manager. As Project Manager, Mr. Zandvliet prepared the plans, specifications and estimate (PS&E) for the modification of an existing traffic signal at Manhattan Beach Boulevard and Redondo Avenue and prepared striping plans on 15th Street within the City of Manhattan Beach. The project required the full preparation of electronic base maps as well as traffic signal modification plans, striping plans, specifications and cost estimate to modify the existing traffic signal to allow two-way traffic on Valley Drive. The project required the preparation of a new timing plan to add a northbound phase to the signal operation. The project also included research to obtain utility and existing conditions that may have affected design and required coordination with a City project to construct an adjacent Police-Fire Facility.

City of Manhattan Beach, Manhattan Beach Boulevard/Redondo Avenue Traffic Signal Modification, Project Manager. As Project Manager, Mr. Zandvliet prepared the plans, specifications, and estimate (PS&E) for the modification of an existing traffic signal at Manhattan Beach Boulevard and Redondo Avenue within the City of Manhattan Beach. The project required the full preparation of electronic base maps as well as traffic signal modification plans, specifications, and cost estimate to modify the operation of the traffic signal with protected left turn phasing. The project also included research to obtain utility and existing conditions that may have affected design.

City of Manhattan Beach, Artesia Boulevard/Peck Avenue Traffic Signal Modification, Project Manager. As Project Manager, Mr. Zandvliet prepared the plans, specifications, and estimate (PS&E) for the modification of an existing traffic signal at Artesia Boulevard and Peck Avenue within the City of Manhattan Beach. The project required the full preparation of electronic base maps as well as traffic signal modification plans, specifications, and cost estimate to modify the operation of the traffic signal. A signal timing plan was also prepared. The project also included research to obtain utility and existing conditions that may have affected design.

Funding Applications and Grants

Mr. Zandvliet has prepared numerous funding and competitive grant applications for various client cities. The applications generally require extensive research to investigate facilities and existing conditions, soliciting support from local civic groups, and completing a detailed cost estimate for project implementation. He is an expert in grant writing and selecting winning projects. He enjoys an over 50% award rate on competitive state and federal grants, having won over \$15,000,000 in funding to date. The following is a partial list of awarded grants:



Erik Zandvliet, TE
Continued

CITY/AGENCY	FUNDING SOURCE	PROJECT	YEAR	AMOUNT
La Canada Flintridge	OTS	Foothill Blvd. At Indiana - In-Pavement Crosswalk Lights	2003	\$20,000
La Canada Flintridge	Safe Route to School	Various School Locations	2004	\$445,000
La Canada Flintridge	Safe Route to School	Foothill Blvd. Sidewalk Improvements and Street Widening (SR2S-5)	2004	\$297,000
La Canada Flintridge	HSIP	Angeles Crest Highway Center Medians (SR-2) (HSIP-1)	2007	\$524,700
La Canada Flintridge	Safe Route to School	La Canada Blvd. Sidewalks (SR2S-7)	2008	\$859,230
La Canada Flintridge	Safe Routes to School	Sidewalks, Raised Crosswalks, 4 Speed Display Signs	2010	\$184,500
La Canada Flintridge	Call for Projects	Foothill Boulevard Link Linear Park and Bikeway	2011	\$1,181,200
La Puente	Safe Routes to School	Install crosswalks, ped countdown signals, median fencing and bulb-outs	2012	\$387,000
Manhattan Beach	Safe Route to School	High Visibility Signs and Markings, Countdown Signals (SR2S-8)	2009	\$735,930
Pico Rivera	Safe Routes to School	Infrastructure-2 Traffic Signals, Beacons, Sidewalks, School Xwalks	2011	\$998,500
Pico Rivera	Safe Routes to School	Non-Infrastructure – School Area Safety Action Plans for 11 Schools	2011	\$275,000
Pico Rivera	Safe Routes to School	Pedestrian Refuge Islands, bulb-outs, crosswalks, flashing beacons, traffic signal upgrades	2012	\$401,400
Pico Rivera	HSIP	Paramount Bl. Center Medians and Pedestrian Improvements	2012	\$887,500
Rolling Hills Estates	Call for Projects	Palos Verdes Drive North Bike Lanes	2007	\$2,441,000
Rolling Hills Estates	Safe Route to School	Palos Verdes Drive North Bike Lanes (SR2S-7)	2008	\$554,580
Rolling Hills Estates	Safe Routes to School	New sidewalks on Silver Spur Road, lighted crosswalk and beacons at PVDN/Moccasin	2012	\$432,000
San Marino	Safe Route to School	Huntington Drive Flashing Beacon and IRWL, High Visibility Crosswalks (SR2S-5)	2004	\$119,970
San Marino	Safe Route to School	Walk and Bike to School Campaign (SRTS-2)	2008	\$310,000
South Gate	HSIP	Tweedy Boulevard between Alameda Street and Long Beach Boulevard - Center Median and Traffic Signal Modifications (HSIP-1)	2007	\$876,150



Erik Zandvliet, TE
Continued

South Gate	Safe Route to School	School Area Pedestrian Safety Measures - Flashing beacons, 122 countdown heads, 12 speed awareness signs, and widened sidewalks (SRTS-1)	2007	\$905,000
South Gate	Safe Route to School	Walk and Bike to School Campaign (SRTS-2)	2008	\$200,000
South Gate	Safe Route to School	98 Countdown Signals, 17 Speed Awareness signs, bike path and sidewalk, flashing beacon (SR2S-8)	2009	\$891,000
South Gate	Safe Routes to School	1.2 miles of Bike Lanes, 1,500 feet of Center Median, crosswalks	2010	\$213,300
South Gate	HSIP	Imperial Highway Turn Pocket, Loading Zone and Center Medians	2012	\$887,400

Design

City of La Cañada Flintridge, West Foothill Boulevard Bikeway Design. Mr. Zandvliet was the Project Manager of this project which involved the preparation of plans and specifications for the installation of 1.5 miles of Class II Bike Lane across the City from the west City limits to Alta Canyon Road. The design required design and engineering for signs and markings as well as street widening on Alta Canyon Road to establish a continuous bike route to connect La Crescenta with the City’s bikeway network.

City of La Cañada Flintridge, Red Route Bikeway Design. Mr. Zandvliet was the Project Manager of this project which involved the preparation of plans and specifications for the installation of 2.46 miles of Class II Bike Lane and 1.36 miles of Class III Bike Route across the City between Verdugo Boulevard and Oak Grove Drive. The design required design and engineering for signs and markings as well as minor street modifications to establish a continuous bike route to connect the City to Glendale and Pasadena. The project was funded through STP-L funds through the LA Metro Call for Projects grant.

City of La Cañada Flintridge, Town Center Street Improvement Engineering Design. As Project Manager, Mr. Zandvliet oversaw the preparation of plans, specifications, and estimate (PS&E) for the installation/modification of three traffic signals, streetscape design, street resurfacing, raised center medians, and center median landscaping associated with the La Cañada Flintridge Town Center development. Willdan also assisted with Caltrans Encroachment Permit processing to obtain permit and performed utility coordination, right-of-way survey, pavement analysis, and streetscape design.

City of La Cañada Flintridge, Sidewalk and Street Reconstruction Design, Project Manager. As Project Manager, Mr. Zandvliet oversaw the preparation of design plans, specifications, and estimate (PS&E) for new sidewalks on the west side of La Cañada Boulevard north of Foothill Boulevard between Salisbury Lane and Olive Lane. The design included complete roadway reconstruction and new curbs and gutters on both sides of the street along 5,000’ of residential frontage. The project also included research to obtain pavement, drainage, utility, infrastructure and existing surface conditions that may have affected design.

City of La Cañada Flintridge, Chevy Chase Drive Decorative Sidewalks. Mr. Zandvliet was the Project Manager of this project which involved the preparation



Erik Zandvliet, TE
Continued

of design plans, specifications, and estimate (PS&E) for new decorative sidewalks on the west side of Chevy Chase Drive south of Foothill Boulevard. The design included choice of a decorative surface and meandering path along 2,000' of residential frontage. The project also included research to obtain utility, infrastructure, and existing surface conditions that may have affected design.

City of La Cañada Flintridge, Chevy Chase Drive Curb Bulb-outs. Mr. Zandvliet was the Project Manager of this project which involved the preparation of design plans, specifications, and estimate (PS&E) for new traffic calming curb bulb-outs on the west side of Chevy Chase Drive south of Foothill Boulevard. The design included placement and geometric alignment along 2,000' of residential frontage. The project also included research to obtain utility, infrastructure, and existing surface conditions that may have affected design.

City of La Cañada Flintridge, La Cañada Boulevard School Loading Bay. Mr. Zandvliet was the Project Manager of this project which involved the preparation of plans, specifications, and estimate (PS&E) for the 200' long expansion of an existing student loading bay on La Cañada Boulevard near La Cañada Elementary School. The project also included research to obtain utility and existing conditions that may have affected design.

City of Manhattan Beach, Bell Avenue Roundabout Design, Project Manager. As Project Manager, Mr. Zandvliet supervised the preparation of design plans for the construction of a roundabout at the intersection of Bell Avenue and 33rd Street in the City of Manhattan Beach. The design required engineering survey, legal description, utility coordination, and modification of the existing curb, gutter, sidewalk and drainage structures. The roundabout included a raised center median and a passenger-loading zone along one side of the roundabout for visitors to nearby Sand Dune Park.

Lighting

City of La Cañada Flintridge, Pedestrian Overcrossing Lighting Plan, Project Manager. As Project Manager, Mr. Zandvliet supervised the preparation of the plans, specifications, and estimate (PS&E) for a pedestrian overcrossing lighting installation plan for the Indiana Flume across Route I-210. Project was completed at a fast pace to accommodate the City's needs for advertisement.

Signs

City of La Cañada Flintridge, Electronic Speed Awareness Display Sign – ACH. Mr. Zandvliet, Project Manager, supervised the preparation of plans, specifications, and estimate (PS&E) for the installation of an electronic speed awareness display sign (speed sign) on Angeles Crest Highway SR-2. The project also included research to obtain utility and existing conditions that may have affected design. The project required Caltrans Encroachment Permit processing, including permit application preparation, submittal, and resubmittal to obtain permit.

Prior Specific Related Experience:

City of Burbank Traffic Engineer, Traffic Engineer. Mr. Zandvliet was responsible for the administration, management and operation of the Traffic Engineering Division. The Division served an urban city of 110,000 with 400 street miles and 170 traffic signals.

Mr. Zandvliet:

- Supervised 18 engineering and field staff.
- Investigated citizen complaints.
- Prepared oral and written reports for City Council and various committees.



Erik Zandvliet, TE
Continued

- Prepared Traffic Committee and Parking Committee Agenda, minutes and reports.
- Administered the Parking Authority budget and Parking Assessment District.
- Prepared and administered Federal and State-funded transportation projects.
- Maintained 211 traffic signals for City of Glendale.
- Reviewed and modified signal timing as necessary.
- Maintained 250 street miles of signs and markings.
- Conducted parking, pedestrian, speed zone, sight distance studies.
- Performed traffic forecasting, accident and trip generation studies.
- Provided technical traffic engineering assistance to city departments and municipal courts.
- Issued permits for street use, encroachment, oversize loads, movie filming, special events, parades, and banners to minimize traffic impacts.
- Reviewed and monitored major land development traffic impact studies.
- Administered the speed hump program with over 200 locations.
- Administered the residential permit parking program with 100 permit zones and 7,000 permits.
- Administered two bus shelter advertising contracts for over 120 locations.
- Administered the licensing and complaints of local taxicab services.

Related projects:

Hillside Recreation Area Neighborhood Recreation Plan. Mr. Zandvliet prepared and coordinated the implementation of neighborhood traffic management measures for a large residential neighborhood with non-resident intrusion caused by a regional golf course, two nature centers, a concert amphitheater and a themed restaurant. This effort required the analysis of circulation and speed studies, recommendation of traffic calming measures, and installation of City Council approved improvements. Mr. Zandvliet provided professional advice to a citizens advisory committee as well as facilitated public neighborhood meetings.

Downtown Parking Management. Mr. Zandvliet was responsible for managing the public parking in the downtown Burbank Village. He conducted parking studies to determine existing parking demand, identified problem areas and formed a Downtown Parking Management Committee comprised of local business representatives to make recommendations to balance the demand for customer and employee parking. The Committee was also charged with the task of completing a parking management plan for future growth in the downtown area.

Traffic Signal Maintenance. Mr. Zandvliet completed a full revision of the Glendale Traffic Signal Maintenance Agreement to provide routine, extraordinary and special maintenance services by the City of Burbank for 211 Glendale traffic signals. As a result, the City of Glendale chose the City of Burbank as its maintenance provider over other private contractors.

Office of Traffic Safety GIS Based Accident Location Database Grant. Mr. Zandvliet prepared the project grant application and served as Project Manager for an Office of Traffic Safety (OTS) grant to provide an electronic database of the City of Burbank accident records to be used for accident analysis, police records, and researching solutions to recurring accident patterns. The project grant included purchase of the related computer hardware and software for both the Traffic Engineering Division and the Police Department.



Erik Zandvliet, TE
Continued

LA ATSAC Smart Corridor Traffic Signal System Project. Mr. Zandvliet supervised the completion of a federally funded grant project to establish a fiber-optic communication link between the City of Los Angeles Automated Traveler Smart Arterial Corridor System (ATSAC) and the City of Burbank Traffic Operations Center (TOC). The project included the preparation of plans, specifications, and cost estimates for approximately 10 miles of improvements. This project enabled both cities to coordinate the flow of traffic along the I-5 (Golden State) and SR-134 (Ventura) freeway corridors.

LED Traffic Signal Replacement Project. Mr. Zandvliet established a three-year project for the purchase and installation 2,000 red LED traffic signal lamps within the City of Burbank. Mr. Zandvliet leveraged the savings from the reduced energy consumption gained from prior year installations to purchase and install additional lamps. The project is now saving the City over \$200,000 in energy costs every year.

Reflectorized Pavement Marking Project. Mr. Zandvliet established and supervised a 2-year project to purchase and install over 100,000 reflectorized pavement markers along all existing street striping in the City of Burbank. The project increased traffic safety by improving the visibility of traffic lanes at night and in adverse weather conditions. The project required the purchase of a large epoxy melting machine and a safe installation method to place the markers.

Traffic Signal Modernization Project. Mr. Zandvliet started a citywide project to upgrade the City's traffic signal equipment, including new traffic signal poles, left turn phases, vehicle detection, and pedestrian signals. The project prioritized the locations and established state and local funding for improvement of approximately 15 traffic signals per year.

San Fernando Intelligent Transportation System Project. Mr. Zandvliet assisted in the preparation of a multi-jurisdictional grant application and preliminary design for the installation of a fiber-optic communications system, closed-circuit cameras, vehicle detectors, changeable message signs, and portable routing signs. The project goal was to provide enhanced traffic detection and management of traffic congestion caused by incidents in the San Fernando Corridor along the I-5 (Golden State) freeway. Total project cost was \$6,436,000.

Arroyo-Verdugo Traveler Information and Regional Incident Management Systems Project. Mr. Zandvliet assisted in the preparation and was the Burbank Project Manager for a pair of state transportation projects to provide real-time local and regional traveler information via the internet and respond to vehicular incidents in the Arroyo-Verdugo region. The project includes the installation of a fiber-optic communications link between the Cities of Burbank, Pasadena and Glendale, vehicular detectors on arterial streets, closed-circuit camera and changeable message signs. The project goal was to create an incident management system across jurisdictional boundaries that also gave motorists up-to-the-minute roadway conditions. Total project cost was \$1,009,950.

Alameda Avenue at Buena Vista Street Traffic Signal Modification. As Project Manager, Mr. Zandvliet designed and supervised the installation of protected left-turn pockets on all approaches at the intersection of Alameda Avenue and Buena Vista Street. The project included the complete replacement of traffic signal poles and equipment.

Five Points Burbank Boulevard at Victory Boulevard Intersection Reconfiguration. Mr. Zandvliet was the Traffic Engineering Project Leader in the complete reconstruction of roadway, traffic signal and striping improvements



Erik Zandvliet, TE
Continued

from a five-point signalized intersection of Burbank Boulevard, Victory Boulevard, and Victory Place into two separate signalized intersections, widening of a six-lane bridge to eight lanes and two additional project-related traffic signals. The project included major utility relocation coordination efforts, and execution of complex work area traffic control plans. Mr. Zandvliet prepared and reviewed traffic signal plans, striping plans, and traffic control plans as well as advised the project team on financial and project schedules.

City of Downey Traffic Engineer. Mr. Zandvliet was responsible for the administration, management and operation of the Traffic Engineering Section. The Section served an urban city of 100,000 with 200 street miles and 100 traffic signals.

Mr. Zandvliet:

- Supervised four engineering and field staff.
- Investigated citizen complaints.
- Prepared oral and written reports for City Council and various committees.
- Prepared Traffic Committee Agenda, minutes and reports.
- Administered the Parking Assessment District.
- Administered the Landscaping and Lighting District for citywide street lighting maintenance.
- Prepared and administered Federal and State-funded transportation projects.
- Reviewed and modified all signal timing.
- Maintained 200 street miles of signs and markings.
- Maintained 5,000 street lights.
- Conducted parking, pedestrian, speed zone, sight distance studies.
- Performed traffic forecasting, accident and trip generation studies.
- Provided technical traffic engineering assistance to city departments and municipal courts.
- Issued permits for street use, encroachment, oversize loads, and special events to minimize traffic impacts.
- Reviewed and monitored major land development traffic impact studies.
- Administered the residential permit parking program with 300 permits.

Related projects:

Downtown Parking Management. Mr. Zandvliet was responsible for managing the public parking in the downtown area. He conducted parking studies to determine existing parking demand, identified problem areas and recommended changes to parking restrictions. Mr. Zandvliet also administered a Downtown Parking Assessment District.

Traffic Signal Coordination. Mr. Zandvliet designed and completed a citywide traffic signal coordination program to minimize travel time, pollution and travel delay on 15 major streets through 80 traffic signals. The program required hundreds of intersection turning movement counts, travel studies, and extensive computer simulation. As a result, the program reduced travel time by 20 percent, travel delay by 25 percent, and vehicle emissions by 15 percent.

Office of Traffic Safety High Accident Rate Location Grant, Project Manager. Mr. Zandvliet served as Project Manager for an Office of Traffic Safety (OTS) grant to provide an electronic accident database for the City of Downey. The project goal was to identify high accident rate locations and determine solutions to recurring accident patterns. The project grant included hiring a



Erik Zandvliet, TE
Continued

consultant to develop the custom computer software for data input, analysis and final reports. The database was designed to be updated and used regularly.

Office of Traffic Safety Suggested Route to School Grant, Project Manager.

Mr. Zandvliet served as Project Manager for an Office of Traffic Safety (OTS) grant to provide a citywide program to provide a suggested route and suggest improvements for the local public schools. The project included individualized maps and suggested improvements for each local school. The project established close working relationships between city staff, police department, school district, local officials and local school staff.

Hazard Elimination Safety Traffic Signal Improvement Grant Project, Project Manager.

Mr. Zandvliet prepared and served as Project Manager for a federally-funded grant to construct improvements at three traffic signals. The project goal was to reduce left-turn type accidents. The project included the preparation of plans, specifications, and cost estimates as well as construction of the proposed improvements.



Herbert L. Gluesing, Jr. PE, TE, PTOE

Director of Engineering

Education

BS, Civil Engineering,
California State University,
Long Beach

Registration/Certification

Professional Traffic
Operation Engineer

Traffic Engineer, California
No. 1683

Civil Engineer, California No.
45729

Civil Engineer, Nevada No.
10857

Affiliations

American Society of Civil
Engineers

Institute of Transportation
Engineers

Orange County Traffic
Engineering Council

City Traffic Engineers

American Public Works
Association

44 Years' Experience

Mr. Herbert L. Gluesing, Jr., a Director of Engineering at Willdan, supervises 18 engineers and technicians providing traffic engineering and design and construction survey services throughout California and in support of our Arizona and Nevada offices. Mr. Gluesing has 44 years of experience in traffic and transportation engineering, including neighborhood traffic management, traffic circulation, impact and parking studies, design and operations, municipal engineering, and operational analyses. To date, Mr. Gluesing has supervised the completion of more than 10,000 larger and smaller-scale projects. He has personally designed more than 1,000 new and modified traffic signal installations, as well as two traffic signal master computer systems, employing various interconnect and communication facilities. Prior to joining the Willdan team, he served 12 years with a private engineering firm and 12 years with the Cities of Newport Beach and Fullerton.

In addition to serving as City Traffic Engineer for the Cities of Malibu, Lakewood, La Puente, Lawndale, Norwalk, and Paramount, in his capacity as a Director of Engineering, Mr. Gluesing is responsible for:

- City traffic engineering and municipal support services
- Design and construction survey services
- Funding applications
- CPUC, FHWA, and local agency coordination and applications
- At-grade rail crossing traffic control design
- Traffic signing and striping design
- Construction traffic control and detour design
- Traffic signal systems and coordination design and operations
- State Highway and Freeway traffic design and operations
- Street lighting analysis and design
- Rail station study and design
- Traffic impact analyses and review
- Engineering and traffic surveys
- Neighborhood traffic management and traffic calming
- Local intersection, traffic signal system coordination, and railroad preemption timing analysis, development, and implementation

Relevant Project Experience

Studies

Downtown Parking Management Study, City of Manhattan Beach, California. Project Director. Responsible for the preparation and management of a study to determine the existing and future parking demand within the downtown area and to update the City's overall Parking Management Strategy. The study was conducted over an 18-month period covering four seasons of parking data including the summer peak period. The study addressed issues and questions related to parking duration, parking users, existing supply, location of parking demand and supply, public and private parking management, overflow parking in residential areas, best parking management strategies, evaluation of city land use and parking codes, merchant parking programs and valet parking. The downtown study area consisted of over 30 city blocks, 3,000 public and private parking spaces and eight city parking lots/structures. A separate data collection consultant provided raw parking utilization counts.



Herbert L. Gluesing, Jr. PE,
TE, PTOE
Continued

As-Needed Traffic Engineering Services

City Traffic Engineering, City of Temecula, California. Principal-in-Charge. Responsible for providing as needed city traffic engineering and transportation planning services. Currently Willdan is assisting the City in setting up and running the City's transportation modeling software to evaluate various development alternatives in the City. Other work under this assignment includes traffic study review, general traffic engineering, and preparation of school and pedestrian studies.

Traffic Engineering Services, City of Norwalk, California. Traffic Engineer/Principal-in-Charge. Responsible for providing professional traffic engineering services to the City of Norwalk on a routine basis. This assignment includes assistance in planning, organizing, supervising and performing a variety of field and office professional civil and traffic engineering work; planning, designing, and reviewing construction of community development projects; supervising or performing technical studies; serving as project engineer for major capital traffic and transportation improvement projects; coordinating traffic signal timing and maintenance with public services staff; overseeing operation of the City's Traffic Management Center; and performing related duties as required.

On-Call Traffic Engineering Services, City of Culver City, California. Traffic Engineer. Responsible for providing on-call traffic engineering services to the City. Generally the work consists of traffic design and studies, preparation of funding applications, plan check and traffic study review, parking management plans and demand studies, and other miscellaneous traffic and transportation services, as needed.

Traffic Engineering Services, City of Maywood, California. City Traffic Engineer. Responsible for providing supportive traffic engineering services to the City of Maywood.

Traffic Engineering Services, City of Lawndale, California. Traffic Engineer. Responsible for providing traffic engineering services to local agency including review and comment on traffic and parking impact studies, analysis and comment on traffic and circulation patterns, traffic signal timing plans, and construction plans and specifications, review and analysis of private development projects for compliance with applicable local county, state and other agency codes, standards and rules work with other City departments and other public and private agencies on traffic related issues. Review, analyze and respond to citizen complaints and public official inquiries and attend Traffic Safety Commission, Planning Commission and City Council meetings as needed in support of City staff.

City Traffic Engineering Services, City of Lakewood, California. Traffic Engineer. Responsible for providing professional city traffic engineering services on an as-needed basis.

Traffic Engineering Services, City of Rancho Palos Verdes, California. Project Manager. Responsible for the provision of traffic engineering services to complete the City's traffic engineering work plan.

City Traffic Engineering, City of La Quinta, California. Project Manager. Responsible for providing City Traffic Engineering services until the City recruits a full-time City employee.

City Traffic Engineering Services, City of Rancho Palos Verdes, California. Project Director. Responsible for rendering city traffic engineering services to the City of Rancho Palos Verdes.



Vanessa Muñoz, PE, TE, PTOE

Deputy Director of Engineering

Education

1997, BS, Civil Engineering,
California Polytechnic State
University, Pomona

Registration/Certification

2007, Professional Traffic
Operation Engineer

2006, Traffic Engineer,
California - No. 2341

2005, Civil Engineer,
California - No. 67583

2000, Doppler Traffic
Operator

Affiliations

City Traffic Engineers

American Public Works
Association

Institute of Transportation
Engineers

14 Years' Experience

Ms. Vanessa Muñoz is a Deputy Director of Engineering at Willdan with 14 years of experience in transportation planning and traffic engineering. Ms. Muñoz is an accomplished engineer for multi-discipline and multi-agency traffic and transportation projects and has supervised the completion of more than 1,000 projects, for a variety of large to smaller scaled projects and understands the importance of meeting schedules and developing the most cost-efficient project in order to meet the City's budgetary constraints. She is responsible for analysis, coordination, and design of various projects, including preparation of plans, specifications and estimate for traffic and street improvement projects. Ms. Muñoz has secured funding through the Safe Routes to School (SR2S) and Highway Safety Improvement Program (HSIP) grants. Ms. Muñoz is bilingual, fluent in the Spanish language.

Relevant Project Experience

Downtown Parking Management Study, City of Manhattan Beach, California. Senior Project Designer. Responsible for managing the technical team for this project. This project was a study to determine the existing and future parking demand within the downtown area and to update the City's overall Parking Management Strategy. The study was conducted over an 18-month period covering four seasons of parking data including the summer peak period. The study addressed issues and questions related to parking duration, parking users, existing supply, location of parking demand and supply, public and private parking management, overflow parking in residential areas, best parking management strategies, evaluation of city land use and parking codes, merchant parking programs and valet parking. The downtown study area consisted of over 30 city blocks, 3,000 public and private parking spaces and eight city parking lots/structures. A separate data collection consultant provided raw parking utilization counts.

Traffic Signals

Two-Location Traffic Signal Modifications, City of Manhattan Beach, California. Senior Design Engineer. Responsible for the preparation of the plans, specifications, and estimates for the modification of the signals at Manhattan Beach Boulevard/Redondo Avenue and Artesia Boulevard/Peck Avenue. The design consisted in the addition of protected/permissive left-turn phasing for the main street directions and upgrading the equipment to present standards. These modifications involved coordination with City and County personnel due to current construction that was occurring in the project area during the design stage.

As-Needed Traffic Engineering Services

Traffic Engineering Services, City of Placentia, California. Deputy City Traffic Engineer. Responsible for providing supportive traffic engineering design services for the cities CIP projects.

Traffic Engineering Services, City of Maywood, California. Deputy City Traffic Engineer. Responsible for providing supportive traffic engineering services to the City of Maywood.

On-Call Traffic Engineering Services, City of San Bernardino, California. Traffic Engineer. Responsible for providing traffic engineering services on an on-call basis to the City of San Bernardino.



**Vanessa Muñoz, PE, TE,
PTOE**

Continued

On-Call Civil Engineering Services, City of Moreno Valley, California. Project Manager. Responsible for providing civil engineering services on an on-call basis to the City of Moreno Valley.

On-Call Traffic Engineering Services, City of Moreno Valley, California. Project Manager. Responsible for providing traffic engineering services on an on-call basis to the City of Moreno Valley including transportation planning and programs, traffic operations and traffic design.

City Traffic Engineering Services, City of Rolling Hills, California. City Traffic Engineer. Responsible for handling all general traffic engineering concerns within the City, such as, performing stop sign and safety analyses, engineering and traffic surveys, preparing and reviewing traffic control plans, preparing and presenting Commission and Council reports, conducting field investigations, and investigating citizen requests.

Consulting City Traffic Engineering Services, City of Fontana, California. Consulting City Traffic Engineer. Responsible for handling all general traffic engineering concerns within the City, such as, preparation and review of citizens request and work orders as well as supervising and approving the design of traffic control plans, traffic signal, signing and striping plans.

Traffic Engineering Services, City of Camarillo, California. Associate Traffic Engineer. Responsible for the traffic aspect of development review for the public works department including development of conditions of approval, reviewing traffic impact reports, plan checking and approving private development plans, coordination with the planning department for future developments and accepting project once they've been constructed and completed for public use. Additional duties include updating city standard plans, developing traffic impact report and establishing traffic control and street lighting guidelines for future projects.

As-Needed Traffic Engineering Services. Traffic Engineer. Responsible for providing supportive as-needed traffic engineering and transportation planning services including design, traffic calming projects, engineering and traffic surveys, safety analysis, traffic signal and stop warrant analysis, and ICU calculations for various cities with current engineering services contracts with Willdan, including:

- City of Agoura Hills
- City of Arcadia
- City of Covina
- City of Hawaiian Gardens
- City of Indian Wells
- City of Lakewood
- City of Lawndale
- City of La Cañada Flintridge
- City of Lancaster
- City of Manhattan Beach
- City of San Marino
- City of Paramount
- City of Rosemead
- City of Rolling Hills Estates
- City of South Gate



Ruth Smith, TE, PTP

Project Manager

Education

1975, BS, Civil Engineering,
California Polytechnic State
University, Pomona

Registration/Certification

2007, Professional
Transportation Planner

1992, Traffic Engineer,
California No. 1650

Affiliations

Institute of Transportation
Engineers

American Society of Civil
Engineers

Orange County Traffic
Engineering Council

32 Years' Experience

Ms. Ruth Smith is a Project Manager at Willdan with more than 31 years of experience in traffic and transportation engineering. During her career, she has worked in both the private and public sectors and her work at Willdan reflects this. Ms. Smith performs various types of traffic studies for client cities and private developers. She also serves as the City Traffic Engineer for the Cities of Placentia and Temecula and as the consulting Traffic Engineer for the City of Rancho Palos Verdes. Her traffic study experience includes preparing and reviewing traffic impact studies, determining the feasibility of converting an existing two-lane roadway to a complete street, preparing neighborhood traffic management and parking plans, preparing traffic impact analyses for proposed developments and for Project Study Reports/Project Reports for proposed highway improvement projects, preparing parking analyses for existing and proposed developments, conducting Engineering and Traffic Surveys to set speed limits, conducting traffic signal warrant studies, preparing grant applications for Suggested Route To School funding and Calls for Projects, and implementing SRTS non-infrastructure projects. One of Ms. Smith's most recent projects involved updating 450 tsunami signs for the City of Los Angeles. Ms. Smith also presents the studies to Traffic Safety Commissions, Planning Commissions and City Councils.

Experience at prior firms includes supervision of traffic impact, parking, trip generation and onsite circulation studies and reports. The projects ranged from small developments to Specific Plans, with land uses ranging from residential to vineyards to asphalt plants. She interfaced with clients and municipal staff, coordinated work with civil engineering and environmental consultants, and appeared before planning commissions, city councils and boards of supervisors.

Ms. Smith also worked for the City of Santa Ana as a Senior Traffic Engineer for 14 years, where she developed and administered the City's Neighborhood Traffic Management Plan program, including traffic diverters and speed humps; several neighborhood parking management plans; and the speed hump program. She also supervised preparation and review of signing and striping plans for three years. Ms. Smith handled citizen requests for stop signs, parking restrictions, crosswalks, etc. and managed the Santa Ana Pedestrian Safety Task Force. Ms. Smith regularly made presentations to City Commissions, the City Council, the Environmental and Transportation Advisory Committee, schools, business groups, and neighborhood associations.

At various times at Santa Ana, Ms. Smith was also responsible for coordinating with Caltrans on several freeway projects, including two freeway widening projects; dealt with litigation; and handled school issues, including Suggested Routes to School maps and Adult School Crossing Guard studies. Ms. Smith also administered an Office of Traffic Safety grant for a citywide crosswalk study, a citywide speed limit update, the City's traffic control devices inventory and the City's accident database (Crossroads).

Ms. Smith served on the APWA committee that produced the 2001 and 2006 editions of the Work Area Traffic Control Handbook (WATCH) and recently returned to the committee to assist in preparation of the 2012 edition.

Relevant Project Experience

Tsunami Preparedness, City of Los Angeles, California. Deputy Project Manager. This design/build project consisted of several elements, including developing guidelines for installing tsunami signs, updating the City's evacuation



Ruth Smith, TE, PTP

Continued

routes and tsunami signs based on the most recent tsunami inundation zones, preparing of a study report, purchasing the signs, installing the signs, and preparing tsunami information brochures. The engineering study included a survey of existing tsunami signs and identified locations for new tsunami signs within the three City of Los Angeles coastal areas, including the beaches and the Port of LA, based on City and State standards and requirements. The study also used hand-held GIS units to establish existing and proposed sign locations and GIS-based spreadsheets and related maps were used for the construction phase instead of standard signing and striping plans. This project involved coordination with numerous City departments, as well as coordination with several LA County departments to install signs on the beaches and in Marina Del Rey.

Traffic Engineering Services, City of Placentia, California. City Traffic Engineer. Responsible for providing traffic engineering services support at the City one day a week, handling typical citizen requests such as parking restrictions, stop sign requests and reported problems with traffic signals. Ms. Smith is also responsible for the City's Traffic Safety Commission that meets bi-monthly. She prepares the meeting agendas and staff reports, approves the draft meeting minutes, gives the staff reports and updates at the meetings, and takes recommended actions to the City Council for approval. Ms. Smith also manages the permit parking and speed hump programs, reviews traffic studies and signing and striping plans, and handles the review of traffic signal plans. Her duties also include drafting traffic-related City policies and coordinating improvements with neighboring jurisdictions.

On-Call Traffic Engineering Services, City of Lake Forest, California. Interim City Traffic Engineer. Responsible for filling in on a short-term basis. She served at the City two days per week, responding to typical citizen requests regarding concerns such as speeding, stop signs, signal timing, and access to a business complex, and providing support to staff committees handling special issues such as parking in an industrial park and neighborhood traffic issues. Ms. Smith also worked on the expansion of one permit parking district and responded to resident concerns regarding a recently created permit parking district.

As-Needed Traffic Engineering Services, Various Municipalities, California. Traffic Engineer. Ms. Smith provides supportive as-needed traffic engineering and transportation planning services for various cities with current engineering services contracts with Willdan, including:

- City of Calimesa
- City of Covina
- City of Lakewood
- City of Lawndale
- City of Malibu
- City of Manhattan Beach
- City of Rancho Palos Verdes
- City of Rolling Hills Estates

North Manhattan Beach (El Porto) Neighborhood Traffic Management Program, City of Manhattan Beach, California. Project Manager.

Responsible for the preparation of a neighborhood traffic management plan for the North Manhattan Beach (El Porto) neighborhood in response to resident complaints that the existing traffic calming measures were diverting traffic onto their narrow street, which was not designed to handle the additional traffic. A study was conducted to determine the extent of the reported problems and to assess the current effectiveness of the existing traffic calming measures. The study involved the review and analysis of historical data and the collection traffic count, accident and speed data.



Joanne Itagaki

Senior Design Manager

Education

1986, BS, Civil Engineering, California Polytechnic State University, Pomona

Fundamentals of Traffic Engineering, Institute of Transportation Studies

Fundamentals of Traffic Signal Design Safety through Construction and Maintenance Zones, Institute of Transportation Studies

Transportation Demand Management Alternative Work Hours Seminar, Orange County Transportation District

Transportation Demand Management Ridesharing Seminar

Registration/Certification

1992, Doppler Traffic Radar Operator

Affiliations

American Society of Civil Engineers

City Traffic Engineers Association

Institute of Transportation Engineers

25 Years' Experience

Ms. Joanne Itagaki is a Senior Design Manager at Willdan with more than 25 years of experience in traffic and transportation engineering. She serves as the Traffic Engineering Deputy for the City of Norwalk and Traffic Advisor to the City of Rosemead. She is responsible for analysis, coordination, and design of a variety of projects, including preparation of traffic impact studies, engineering and traffic surveys, and design projects.

Prior to joining the Willdan team, Ms. Itagaki worked for the City of Los Angeles investigating citizen's requests for various items, including parking restrictions, stop signs, and traffic signals. She also worked for Caltrans where she analyzed vehicle counts and vehicle occupancy for high occupancy vehicle (HOV) on-ramp access lanes for Interstate 210 (Foothill Freeway).

Relevant Project Experience

Municipal Transportation Engineering Services, Various Agencies, California. Traffic Engineering Deputy/Traffic Engineer Assistant for the below-referenced California communities. She has performed numerous traffic investigations, including stop sign, traffic signal and school area traffic control evaluations, as well as installation of parking and turning restrictions, curb markings, and speed bumps. She coordinated maintenance of the traffic control system and acted as Traffic Advisor to various Traffic Commissions. She also reviewed and commented on EIRs and traffic impact studies submitted to these communities:

- Baldwin Park
- Bell Gardens
- Downey
- Paramount
- Rolling Hills
- Rosemead
- Tustin
- Norwalk

Traffic Engineering Services, City of Norwalk, California. Traffic Engineering Deputy. Responsible for providing professional traffic engineering services to the City of Norwalk on a routine basis. This assignment included assistance in planning, organizing, supervising and performing a variety of field and office professional civil and traffic engineering work; planning, designing, and reviewing construction of community development projects; supervising or performing technical studies; serving as project engineer for major capital traffic and transportation improvement projects; coordinating traffic signal timing and maintenance with public services staff; overseeing operation of the City's Traffic Management Center; and performing related duties as required.

Traffic Engineering Services, City of Lawndale, California. Senior Design Manager. Responsible for providing traffic engineering services to the City of Lawndale including review and comment on traffic and parking impact studies; analysis and comment on traffic and circulation patterns; traffic signal timing plans and construction plans and specifications; review and analysis of private development projects for compliance with applicable local, county, state and other agency codes, standards and rules; work with other City departments and other public and private agencies on traffic related issues. Review, analyze and respond to citizen complaints and public official inquiries and attend Traffic Safety Commission, Planning Commission and City Council meetings as needed in support of City staff.

On-Call Traffic Engineering Services, City of Rosemead, California. Traffic Advisor. Responsible for providing traffic engineering services on an on-call basis to the City of Rosemead including attendance at City Council and/or Traffic



Joanne Itagaki
Continued

Commission meetings to address traffic issues, programs or projects. Traffic engineering services for the City of Rosemead also included review and analysis of citizen inquiries such as parking restrictions and stop sign analyses.

On-Call Traffic Engineering Studies, County of Fresno, California. Senior Design Manager. Responsible for providing traffic engineering study services on an on-call basis to the County of Fresno including traffic/transportation studies and traffic engineering reports for resident inquiries.

Traffic Engineering Services, City of Rancho Palos Verdes, California. Project Manager. Responsible for providing professional traffic engineering services to the City of Rancho Palos Verdes on a routine basis. This assignment included assistance in planning, organizing, supervising and performing a variety of field and office professional civil and traffic engineering work; planning, designing, and reviewing construction of community development projects; supervising or performing technical studies; serving as project engineer for major capital traffic and transportation improvement projects; coordinating traffic signal timing and maintenance with public services staff; and performing related duties as required.

On-Call Traffic Engineering Services, City of Moreno Valley, California. Task Manager. Responsible for providing traffic engineering services on an on-call basis to the City of Moreno Valley including transportation planning and programs, traffic operations and traffic design.

As-Needed Traffic Engineering Services, City of Long Beach, California. Project Manager. Responsible for providing as-needed traffic engineering and transportation planning services for various projects within the City of Long Beach. The engineering services included traffic operations, traffic design, transportation planning and programs as well as plans, specifications, and estimates (PS&E) preparation, assisting during advertisement bidding and construction.

Traffic Impact and Analysis Studies, Various Agencies, California. Traffic Analyst. Responsible for preparing traffic impact analyses in accordance with the below-referenced city and agency standards, CEQA, and CMP requirements. The analyses included determination of existing and future traffic conditions and recommended mitigation measures to alleviate significant traffic impacts. Her computer experience includes the utilization of capacity and traffic impact programs in a database format.

- Agoura Hills
- Burbank
- Dana Point
- Core Capital Corporation
- Six Flags Magic Mountain
- Glendale
- Huntington Beach
- Monrovia
- Santa Monica
- West Hollywood
- Alhambra
- Costa Mesa
- County of Los Angeles
- Riverside Cement Company
- W. B. Core Company
- Hidden Hills
- Lake Forest
- Rosemead
- Simi Valley



Robert W. Burch

Senior Design Manager

Education

AA, Liberal Arts, Mount San Antonio College, Walnut

Post Certified Radar Operator, California State University, Fullerton

Rio Hondo Community College, Whittier

Extension Courses, Traffic Signal Equipment and Operations, University of California, Berkeley

Extension Courses, Construction Inspection for Traffic Signals and Highway Lighting Systems, University of California, Berkeley

19 Years' Experience

Mr. Robert W. Burch provides traffic design services for client cities, outside agencies, and California Department of Transportation (Caltrans) projects. Mr. Burch offers 19 years of design and drafting experience. He has experience with both AutoCAD and MicroStation. Specifically, his experience relates to preparing plans, specifications, and estimates for traffic signals, signing and striping, street lighting, traffic control, and stage construction projects and utilizing Caltrans standards.

Relevant Project Experience

Street Improvements

Orange Line Extension, Metropolitan Transportation Authority (MTA), Los Angeles, California. Traffic Designer. Responsible for providing traffic design for the design-build project of the 4 mile MOL Extension that extends from the existing Chatsworth Station to the Canoga Station in the San Fernando Valley along Canoga Avenue. The project included the design of traffic signals, street lighting, signing, striping, Class 1 bikeway with shared pedestrian path, traffic control, temporary traffic signals, temporary lighting and detours.

Sepulveda Boulevard Widening, City of Culver City, California. Senior Design Manager. Responsible for providing traffic design services for this project which involved project management, conceptual design, preparation of construction drawings and technical specifications for a major street widening on Sepulveda Boulevard from Playa Street/Jefferson Boulevard to Green Valley Circle to provide a third southbound through lane. A portion of the project was within the City of Los Angeles and Caltrans. Willdan's services included civil and traffic engineering design, landscape architectural design, survey, pavement engineering, and utility coordination.

Peninsula Village Traffic Signal Concepts, City of Rolling Hills Estates, California. Project Manager. Responsible for preparing concept plans at 12 locations showing existing conditions with proposed mitigation measures for future upgrades. The plans included upgrades to the traffic signal equipment, controller, controller cabinet, detector loops, conduit and wiring. Each concept plan included a schematic of the mitigation measures and a detailed list of each specific item to be upgraded. Each concept plan included an engineer's estimate pertaining to each mitigation shown. The project also included the preparation of an ICU analysis at specific locations where the intersection has multiple mitigation measures.

Kanan/Canwood/Route 101 Signal Modification, City of Agoura Hills, California. This project consisted of adding protective/permissive left-turn phasing for Kanan Road at Canwood Street and the U.S. 101 Freeway northbound on-/off-ramps. The improvements considered future widening for a southbound right-turn pocket. Coordination with Caltrans was required and involved processing encroachment permit applications for the proposed signal improvements.

Eastern Avenue at Garfield Avenue Traffic Signals, City of Bell Gardens, California. Traffic signal modification that included installation of a 12-phase Econolite ASC/2-2100 controller. The project involved signalized access for a driveway located 75 feet from the intersection. The 12-phase operation also included railroad preemption.



Robert W. Burch **Signing and Striping**

Continued

Pioma Road Signing and Striping, County of Los Angeles Department of Public Works, Alhambra, California. Senior Design Manager. Responsible for providing professional engineering design services for the Pioma Road – Malibu Canyon Road to Rambla Pacifico Street Project. The project involved analyzing the existing signing and striping and providing recommendations for the curve warning signs based on the 2012 California Manual on Uniform Traffic Control Devices (CA MUTCD) and preparation of the signing and striping plans for their implementation. Willdan conducted field work to obtain all existing signs, striping, marking, object markers, delineators, and guardrails along the route. Global Positioning System * GPS) coordinates were provided for all existing signs, object markers, delineators and guardrail locations. Centerline radius were provided for all curves along the project limits. We utilized the Trimble Juno GPS handheld to identify the location of the existing signs, with an electronic ball bank indicator, a GPS receiver and a tablet PC running the TxDOT TRAMS software. Willdan provided signing and striping plans and provided the proposed location of the advisory speed signs for all curves utilizing the traditional ball-bank indicator method as describe in the CAMUTCD.

Paramount Boulevard and Downey Avenue Signing and Striping, City of Downey, California. Phase Manager. Responsible for preparing signing and striping plans for this project which involved the provision of professional services for engineering design, pavement engineering design, signing and striping, and video detection design, utility coordination, and preparation of bid documents for the Paramount Boulevard and Downey Avenue Pavement Rehabilitation Project.

Traffic Control

Farmers Market Traffic Control and Detour Plans, City of Covina, California. Senior Design Manager. Responsible for providing traffic design services for this project which involved providing professional traffic engineering design services for the preparation of traffic control plans for the Farmers Market and Auto Show temporary relocation during the construction of the park. The scope of work included field verification of existing conditions, base plan development and preparation of traffic control and detour plans.

Traffic Engineering Services

On-Call Traffic Engineering Services. City of Moreno Valley. Senior Design Manager. Responsible for providing traffic engineering services on an on-call basis to the City of Moreno Valley including transportation planning and programs, traffic operations and traffic design.

Safe Routes to School Project, City of Hawaiian Gardens, California. Traffic Designer. Willdan Engineering provided professional engineering services for the Safe Routes to School (SRTS) Project. The project consists in the preparation of plans, specifications and estimate (PS&E) for street and traffic design including field survey, environmental documentation, utility coordination, contract administration, record drawings, construction inspection and labor compliance. The improvements for street and traffic surround Fedde Middle School, Furgeson and Hawaiian Elementary School. The federal SRTS was in the amount of \$611,000. The project would improve signing and striping, ADA access ramps, provide raised pedestrian crosswalks and pedestrian traffic control devices.



Peter J. Keresztes

Senior Design Manager

24 Years' Experience **Mr. Peter Keresztes**, is a Senior Design Manager at Willdan. He is responsible for design oversight and preparation of CADD Computer Aided Drafting and Design (CADD) Systems (AutoCAD) drawings, for geometric plans and Final PS&E for several projects on the State Freeway and Highway System, along with local agency projects. In addition to State and Highway Systems, Mr. Keresztes also prepares specifications and cost estimates. These are subject to review by Caltrans, as well as other local agencies. Mr. Keresztes has 24 years experience in Computer Aided Drafting and Design (CADD) Systems (AutoCAD) operations.

Relevant Project Experience

Safe Routes to School (SR2S), City of Corona, California. Senior Design Manager. Responsible for preparing signing and striping plans, which included Class II bike lanes, In-Roadway Warning Light (IRWL) crosswalk plans, traffic signal installation plan and flashing beacon plan. The IRWL crosswalk system was designed using a wireless solar powered controller assembly and hi-visibility L.E.D. in-pavement markers. The signal design featured protected/permissive left-turn phasing, video detection, battery backup systems and fiber optic traffic signal interconnect. The project improvements were part of the City's effort to improve the safety of students attending Garretson Elementary School, Stallings Elementary School, Lincoln Alternative School, Santiago High School and Centennial High School.

Orange Line Extension, Los Angeles County Metropolitan Transportation Authority, Los Angeles, California. Senior Design Manager. Responsible for preparation of the projects bikeway lighting and traffic signal modification plans. The project was a design build project of the MTA Orange Line Busway and extends from the existing Chatsworth Station to the Canoga Station in the San Fernando Valley along Canoga Avenue. The project involved parking lot design, reconfiguration of existing parking lots, construction of a bikeway/pedestrian path adjacent to the busway and roadway improvements to Canoga Avenue. The busway and bikeway cross nine signalized intersections. Special traffic design and safety features included installation of Red-Light Photo Enforcement (RLPE) at the signalized intersections, In-Roadway Warning Light (IRWL) systems for pedestrian and vehicle crossings with the busway and LED lighting along the bikeway/pedestrian path.

Crest Road and Whitley Collins Drive, City of Rancho Palos Verdes, California. Senior Design Manager. Responsible for preparation of plans, specifications and estimates for a flashing beacon system in conjunction with the installation of a school crosswalk at Crest Road and Whitley Collins Drive. The intersection is stop controlled at Whitley Collins Drive with no stop controls for Crest Road. Enhancements to the design included a wireless solar powered controller assembly with pedestrian push button activation, high visibility ladder crosswalk and advance warning signing with pavement legends meeting the latest California MUTCD guidelines. The intersection is adjacent to Ridgcrest Intermediate School and St. John Fisher School.

Emerald Bay Community, County of Orange, California. Senior Design Manager. Responsible for preparation of plans, specifications and estimates for the traffic design and roadway widening improvements of Emerald Bay's Main Gate entrance at the intersection of Pacific Coast Highway (SR 1) and Shamrock Road. Design plans were prepared for installation of a fully actuated traffic signal, along with signing and striping plans and raised median construction.



Peter J. Keresztes

Continued

Special traffic design features included installation of solar powered radar speed signs, solar powered flashing beacons, battery backup system and decorative traffic signal poles. Plans, specifications and estimates (PS&E) were part of the Caltrans Encroachment package which required Caltrans District 12 concurrence and approvals.

Three Traffic Signal Modifications (HSIP), City of La Puente, California.

Senior Design Manager. Responsible for preparation of plans, specifications and estimates for the 2007-2008 Highway Safety Improvement Program (HSIP). The City was awarded \$312,818 for the traffic signal modifications of three locations: Temple Avenue/Sunset Avenue; Valley Boulevard/Ferrero Lane and Temple Avenue/Orange Avenue. The project consisted of the full traffic signal design of Valley Boulevard/Ferrero Lane traffic signal and the modification of the other two intersections that were previously designed for federal compliance as well as completeness.

Signalized Crosswalk Design, City of Huntington Beach, California. Design Engineer. Responsible for preparation of a traffic signal system for a mid-block pedestrian crossing on Slater Avenue just east of Geraldine Lane at Lake View Elementary School. This signal was designed to provide full pedestrian actuation and interconnected with the existing signal system at the intersection of Slater Avenue and Newland Street.

Tustin In-Pavement Warning Light Crosswalk, City of Tustin, California.

Design Engineer. Responsible for preparation of an in-pavement warning light crosswalk at the intersection of Pasadena Avenue and Altadena Drive in the City of Tustin. Due to the high volume of pedestrian traffic at the intersection, the City implemented additional traffic calming measures such as advance warning flashers and curb return extensions/modifications or bulb outs.

Robinson Ranch Traffic Calming, City of Rancho Santa Margarita, California. Design Engineer. Responsible for preparation of signing and striping plans for the restriping of Robinson Ranch Road. The traffic calming project reduced the existing roadway width, provided curb line enhancements, ADA access ramps and improved street and pedestrian signing.

Signing, Striping and Loop Replacement for Various Overlay Improvements, City of La Mirada, California. Project Engineer.

- La Mirada Boulevard Rehabilitation
- Firestone Boulevard Rehabilitation
- Stage Road Rehabilitation
- Biola Avenue Rehabilitation
- Rosecrans Avenue Rehabilitation

Responsible for preparing plans, specifications and estimates for street overlay, signing, striping and traffic signal loop replacement plans. The projects were funded by the American Recovery and Reinvestment Act funds and City of La Mirada CIP funds.

Signing, Striping and Loop Replacement for Various Overlay Improvements, City of La Puente, California. Project Engineer.

- Old Valley Road Rehabilitation
- Unruh Avenue Rehabilitation

Responsible for preparing plans, specifications and estimates for street overlay, signing, striping and loop replacement plans. The projects were funded through the American Recovery and Reinvestment Act funds and Willdan provided federal funding administration to secure the allocation of funds for construction (E-76).



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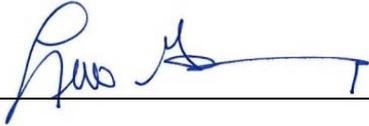


9. Request for Proposal Acknowledge Signature Page

The undersigned has checked carefully the entire Request for Proposal (RFP) #902-13 – Traffic Engineering Services. By signing this document, I attest that I am authorized to contractually bind the company listed, and will meet the Proposal requirements if awarded a contract.

Dated this 8th day of November 2012

Name Printed: Lew Gluesing, PE, TE, PTOE

Signature: 

Title: Director of Engineering

Company Name: Willdan Engineering

Business Address: 2401 E. Katella Avenue, Suite 450

City, State, Zip: Anaheim, CA 92806-6073

Telephone Number: (714) 978-8200

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E-mail: lgluesing@willdan.com