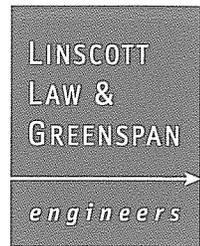


Attachment
MRCA Item V(g)
October 1, 2008



August 18, 2008

Ms. Lisa Soghor
Mountains Recreation and Conservation Authority
Los Angeles River Center and Gardens
570 West Avenue Twenty-six
Suite 100
Los Angeles, California 90065

Engineers & Planners
Traffic
Transportation
Parking

**Linscott, Law &
Greenspan, Engineers**
236 North Chester Avenue
Suite 200
Pasadena, CA 91106
626.796.2322 T
626.792.0941 F
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LLG Reference: P1-080077-1

**Subject: Proposal to Provide Traffic Engineering Consulting Services
Associated with the King Gillette Ranch Project**
Calabasas area of unincorporated Los Angeles County

Pasadena
Costa Mesa
San Diego
Las Vegas

Dear Ms. Soghor:

Linscott, Law & Greenspan, Engineers (LLG) is pleased to submit this proposal to provide traffic engineering consulting services associated with the proposed King Gillette Ranch project located in the Calabasas area of unincorporated Los Angeles County.

As indicated in the information provided for our review, the King Gillette Ranch (the Ranch) is located on a 588-acre site southeast of the intersection of Las Virgenes Road and Mulholland Highway. The majority of the Ranch property (approximately 529 acres) consists of Open Space and will support habitat conservation and restoration, and passive recreation including hiking, picnic areas, equestrian use, mountain biking and nature study programs. The remaining 59 acres of the Ranch will provide active uses of the property, including organized public programs and events, visitor services, and park operations/management facilities. We understand that Soka University had vacated the property in 2007, at which time the Ranch transitioned to a public recreation area supporting public access, recreation and associated administrative uses. There are 35 structures on the property totaling approximately 119,479 square feet. Most of the existing structures on the property are proposed to be restored/rehabilitated to accommodate the Ranch management with no change in floor area.

We are very familiar with the project site, having previously provided traffic engineering consulting services for the Soka University Master Plan project. In addition, we have also prepared the traffic impact study for the Malibu Valley Inn project located on the north side of Mulholland Highway, east of Las Virgenes Road. This experience allowed us to gain a significant understanding of the current traffic issues on Mulholland Highway and Las Virgenes Road/Malibu Canyon Road.

Philip M. Linscott, PE (1924-2000)
Jack M. Greenspan, PE (Ret.)
William A. Law, PE (Ret.)
Paul W. Wilkinson, PE
John P. Keating, PE
David S. Shender, PE
John A. Boarman, PE
Clare M. Look-Jaeger, PE
Richard E. Barretto, PE
Keil D. Maberry, PE

This proposal letter outlines our proposed Scope of Work to prepare a traffic impact study for the proposed project. The following Scope of Work was developed based on information you have provided, Los Angeles County traffic study guidelines, and our recent City of Calabasas and County of Los Angeles project development experience. Please note that traffic engineering staff from the City of Calabasas and County of Los Angeles have not been contacted to confirm the Scope of Work. Therefore, it may be necessary to amend our contract in the future should the City or County's requirements differ significantly from the Scope of Work provided herein.

SCOPE OF WORK

Task 1: Project Mobilization

- 1.1 Confirm the development description with the project team, work schedule, and assumptions to be utilized in the traffic study. Obtain the current project site plan that illustrates the access scheme to the project site in both hard copy and digital formats.
- 1.2 Contact the Los Angeles County Department of Public Works (LACDPW) Traffic and Lighting Division staff to discuss the proposed project and analysis criteria, confirm the study approach, identify pertinent traffic issues and concerns, and formalize the Scope of Work for the traffic study. If directed by the County and/or the Client, also contact the City of Calabasas to determine their requirements.
- 1.3 In consultation with County staff, prepare a Memorandum of Understanding detailing the parameters and assumptions of the traffic study.

Task 2: Data Collection and Research

- 2.1 Visit the project study area to confirm existing conditions with respect to existing development, site access, parking use, and areas of congestion in order to verify our overall understanding of traffic conditions in the area, which might affect this project.
- 2.2 In conjunction with Task 2.1, confirm the existing roadway striping, traffic control measures, curbside parking restrictions, adjacent intersection configurations, and other pertinent roadway features.
- 2.3 Research County of Los Angeles and LLG files for recent weekday morning (7:00 AM to 9:00 AM) and afternoon (4:00 PM to 6:00 PM) peak period and weekend midday peak period manual turning movement counts for up to eight study intersections in the project vicinity. The number and location of the study intersections will be verified with LACDPW staff prior to commencing the analysis.

For purposes of this proposal, it is assumed that new manual weekday AM and PM peak period and weekend midday peak period traffic counts will be required for up to eight intersections to be identified for analysis. Should traffic counts and/or analysis of additional intersections be required (i.e., more than eight intersections), an amendment to our contract will be necessary.

- 2.4 Conduct 24-hour automatic traffic counts at a total of three (3) street segments (e.g., on Mulholland Highway and Las Virgenes Road/Malibu Canyon Road). It is assumed that the 24-hour street segment counts will be conducted on one weekday and one weekend day. The number and location of the study street segments will be verified with County staff prior to commencement of the analysis. Should traffic counts and/or analysis of additional street segments be required by the agencies (i.e., more than three street segments), an amendment to our contract will be necessary.
- 2.5 Research data at the County of Los Angeles, City of Calabasas, and City of Malibu regarding the status of other proposed developments (related projects) in the area which may contribute cumulative traffic impacts to the adjacent street system and study locations in the vicinity of the proposed project. The compiled list of related projects will be forwarded for review and approval by County staff.

Task 3: Trip Generation, Distribution, and Assignment

- 3.1 Prepare trip generation forecasts for the proposed project for a typical weekday over a 24-hour period, as well as for the commuter AM and PM peak hours. The trip generation forecasts will be derived from trip rates listed in *Trip Generation*, 7th Edition, published by the Institute of Transportation Engineers (ITE) in 2003. Trip generation forecasts will also be prepared for a weekend day, including a midday peak hour. The project trip generation forecasts will be submitted for review and approval by County staff prior to finalization.
- 3.2 Assign the forecast weekday AM and PM peak hour trips expected to be generated by the proposed project to the study intersections based on existing and anticipated traffic patterns to and from the project site. The assumed distribution pattern will be submitted for review and approval by County staff prior to finalization.
- 3.3 Prepare trip generation forecasts for the related projects for a typical weekday over a 24-hour period, as well as for the weekday AM and PM peak hours utilizing the ITE *Trip Generation* publication. The AM and PM peak hour trips expected to be generated by the related projects will be distributed and assigned to the local street system.

- 3.4 In addition to related projects, consider utilization of an ambient traffic growth factor for purposes of assessing trips generated by related projects that are currently unknown, and/or are located outside the study area. The ambient growth factor will be based on growth factors contained in the Los Angeles County Congestion Management Program.

Task 4: Project Evaluation and Mitigation Measures

- 4.1 Prepare weekday AM and PM peak hour Level of Service calculations at the study intersections for the following conditions:
- (a) Existing Conditions
 - (b) Condition (a) with ambient growth traffic volumes
 - (c) Condition (b) with project traffic volumes
 - (d) Condition (c) with project mitigation, if necessary
 - (e) Condition (d) with cumulative projects traffic volumes
 - (f) Condition (e) with cumulative mitigation, if necessary
- 4.2 Utilize the County approved capacity analysis methodologies (i.e., Intersection Capacity Utilization method) for the Level of Service calculations. Prior to initiation of the analysis, we will confirm the traffic analysis conditions with County staff.
- 4.3 Assess the impact of the project based on the results of the weekday peak hour intersection analyses and application of the County of Los Angeles significance criteria. Based on this assessment, determine which intersections (if any) will require improvements to mitigate potential traffic impacts associated with the proposed development to less than significant levels.
- 4.4 Provide recommended mitigation measures which may include intersection and/or signalization improvements, striping modifications, the addition of auxiliary turn lanes, traffic control/limitations at site access points, etc. Please note that this proposal assumes the recommended mitigation measures can be adequately described within the text of the report. Should LACDPW request preparation of plans to further demonstrate the feasibility of the mitigation measures, an amendment to our contract will be necessary.

Task 5: Site Access and Circulation Review

- 5.1 Review the proposed project site plan and provide recommendations to address any potential LACDPW concerns regarding site access and internal circulation. Provide recommendations regarding the location of the site access driveway, the number of driveways, potential turn restrictions, and connectivity with the internal site circulation system.

- 5.2 Review the need and feasibility for the installation of site access enhancing measures (e.g., installation of left-turn pockets/lanes, acceleration/deceleration lanes, median installation, potential traffic signal modification, etc.).

Task 6: Congestion Management Program (CMP) Roadway Impact Analysis

- 6.1 Prepare an analysis of potential impacts at monitoring location(s) identified in the *2004 Congestion Management Program for Los Angeles County* manual, Metropolitan Transportation Authority, July 2004. The CMP impact thresholds will be reviewed to determine if an analysis is required and, as needed, an evaluation will be prepared of the potential project impacts on the CMP system.
- 6.2 Prepare an analysis of potential impacts to public transit consistent with procedures outlined in the CMP manual.

Task 7: Weekend Analysis

- 7.1 Review and compare the weekday and weekend traffic counts on Las Virgenes Road, Malibu Canyon Road, and Mulholland Highway. Determine relative differences in the data.
- 7.2 Review the trip generation forecast for the project for a weekday as compared to a weekend day with a special event. Provide a comparison of the relative differences in the site trip generation.
- 7.3 Provide an assessment of the project's potential traffic impacts on the local roadways on weekends during a special event. Please note that this proposal assumes that the analysis will be prepared on a qualitative level, using a comparison of the forecast weekday and weekend traffic volumes. Should a detailed, quantitative analysis be required using Level of Service calculations, an amendment to our contract will be required, however, the necessary weekend manual count data will be collected as part of Task 2.3 above.

Task 8: Preparation of the Traffic Impact Study

- 8.1 Prepare a draft traffic impact analysis in report format which details all of the above mentioned items including our analysis, findings and conclusions. The draft study will be suitably documented with tabular, graphic and appendix material. The draft study will be submitted for review by appropriate members of the project team.
- 8.2 If necessary, revise the draft traffic impact study based on project team comments (one round of revisions assumed). A final report will be submitted to LACDPW for review upon your authorization.

Task 9: Meeting Representation

- 9.1 This proposal assumes preparation for and attendance by LLG Engineers at up to two (2) meetings with the project team and/or LACDPW staff.
- 9.2 This proposal does not assume preparation for and attendance at public hearings and/or community meetings. We would be pleased to provide that representation, if requested. An amendment to our contract would be provided for your approval prior to providing any additional meeting and/or hearing support.

SCHEDULING

We estimate that our draft traffic report will be available approximately eight weeks after receiving authorization to proceed and completion of the traffic counts. Please note that County staff will likely require that traffic counts be conducted after local schools are back in session (i.e., September 2008). This time estimate assumes issues of direct impact (i.e., project description, study intersections, related projects, etc.) are well enough defined to allow our analysis to proceed effectively. We will make every effort to complete our work in coordination with your time frame.

FEE ESTIMATE

We estimate that our fee for the services outlined above in Tasks 1 through 9 will not exceed \$29,600.00. Our services will be billed monthly on a time and materials basis according to the attached Fee Schedule. Additionally, we request that a retainer of \$5,000.00 be provided to cover the project initiation costs (i.e., for our subconsultant to collect traffic counts, etc.). The retainer amount will be applied to our final invoice submitted on this project, which any unused funds returned to you.

ADDITIONAL SERVICES

Work items requested outside the Scope of Work outlined in this letter, such as preparation of preliminary opinions of probable costs of recommended mitigation measures, preparation of conceptual roadway improvement plans, additional analyses and/or attendance at additional meetings or public hearing support may require a contract amendment. No additional work will be performed without prior authorization.

LIABILITY

We carry appropriate liability insurance, both general and professional and workman's compensation insurance. Should this proposal be accepted, the Client (represented by the signature below) agrees to limit Linscott, Law & Greenspan, Engineers' liability to the Client and to all Contractors and Subcontractors on the project due to Linscott, Law & Greenspan, Engineers' negligent acts, errors, or omissions, such that the total aggregate liability of Linscott, Law & Greenspan, Engineers, to all those named shall not exceed \$50,000.00 or Linscott, Law & Greenspan, Engineers' total fee for the services rendered on this project, whichever is greater. Client may negotiate a higher limit for an additional fee.

AUTHORIZATION

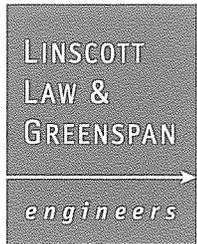
If this proposal is acceptable, you may indicate approval by signing in the space provided at the end of this letter and returning the original for our files. Alternatively, you may issue a purchase order or consultant contract with this proposal attached as an exhibit. A copy of this proposal is enclosed for your convenience. This proposal is valid for 90 days from the date of this letter.

Please note that for the purposes of preparing contract document, Linscott, Law & Greenspan, Engineers, is a DBA for LG2WB Engineers, Inc., a California corporation.

TERMINATION

The services covered by this proposal may be terminated by either party at any time by written notice. Upon termination, Linscott, Law & Greenspan, Engineers will stop all activities immediately, notify all subcontractors (if any) to stop work, and prepare an invoice for any services rendered but not already submitted to the client.

Ms. Lisa Soghor
August 18, 2008
Page 8



Please call us at 626.796.2322 if you have any questions or comments regarding this proposal. We appreciate the opportunity to submit this proposal and look forward to working with you on this interesting project.

Sincerely,

Linscott, Law & Greenspan, Engineers

A handwritten signature in black ink, which appears to read "Clare M. Look-Jaeger".

Clare M. Look-Jaeger, P.E.
Principal
California Registration, TE 1878

Attachment

**PROPOSAL ACCEPTED FOR WORK (TASKS 1 THROUGH 9) AS
OUTLINED ABOVE FOR A FEE NOT TO EXCEED \$29,600.00 WITHOUT
PRIOR AUTHORIZATION.**

(Authorized Agent)

(Title)

(Firm)

(Federal I.D. Number)

(Address)

(Date)

FEE SCHEDULE

Effective November 1, 2007

<u>TITLE</u>	<u>PER HOUR</u>
<i>Principals</i>	
Principal Engineer	\$ 245.00
Associate Principal Engineer	\$ 210.00
Planning/Design Manager	\$ 195.00
<i>Transportation Engineers</i>	
Senior Transportation Engineer	\$ 173.00
Transportation Engineer III	\$ 153.00
Transportation Engineer II	\$ 129.00
Transportation Engineer I	\$ 111.00
<i>Transportation Planners</i>	
Senior Transportation Planner	\$ 153.00
Transportation Planner III	\$ 129.00
Transportation Planner II	\$ 111.00
Transportation Planner I	\$ 99.00
<i>Technical Support</i>	
Engineering Associate II	\$ 110.00
Engineering Associate I	\$ 106.00
Engineering Computer Analyst II	\$ 105.00
Engineering Computer Analyst I	\$ 83.00
Senior CADD Drafter	\$ 106.00
CADD Drafter III	\$ 99.00
CADD Drafter II	\$ 87.00
CADD Drafter I	\$ 75.00
Senior Engineering Technician	\$ 106.00
Engineering Technician II	\$ 99.00
Engineering Technician I	\$ 75.00
Word Processor/Secretary	\$ 70.00
Engineering Aide I	\$ 53.00

Public Hearing and litigation support may be charged at 125% of the base rate. Consultation in connection with litigation and Court appearances will be quoted separately.

Project-related mileage will be billed at the prevailing standard mileage rate as determined by the IRS. Subcontractors and other project-related expenses will be billed at cost plus 15%.

The above schedule is for straight time. Overtime will be charged at 1.50 times the standard hourly rates. Interim and/or monthly statements will be presented for completed work. These will be due and payable upon presentation unless prior arrangements are made. A finance charge of 1.5% may be charged each month on the unpaid balance.