

**Master City of San José Consultant Agreement  
Approved Service Order  
(Non-Capital Projects)**

**Cover Page**

- 1a.** CHAD Contract No.: OC-000498-000                      **1b.** AC Contract No.: Pending
- 2.** Approved Service Order No. 1
- 3.** Consultant's Name: Kimley-Horn

- 4.** Project Name: **Julian-28<sup>th</sup> Operational Analysis**
- 5.** Project Location: **Julian St and 28<sup>th</sup> St**
- 6.** The Consultant and the City will implement this Approved Service Order in accordance with the Master Agreement, this cover page and Attachments "A" (Tasks), "B" (Terms and Conditions), "C" (Compensation Table), "D" (Project Schedule) and "F" (City of San Jose Signing and Striping Plan Preparation Checklist), which are incorporated herein by references.


- 7. Budget/Fiscal:**
- |   |    |         |
|---|----|---------|
| a. Current <b>unencumbered</b> amount in Master Agreement:                    | \$ | 290,000 |
| b. <b>Maximum Service Order Compensation for this Approved Service Order:</b> | \$ | 5,200   |
| c. New unencumbered balance in Master Agreement (7.a – 7.b):                  | \$ | 284,800 |
- d. **Appropriation Certification:** I certify that an unexpended appropriation in the amount of the Maximum Service Order Compensation is available in the following fund(s) and that such fund(s) will be encumbered to pay for this Approved Service Order.

Fund: 465	Appn: 407Z	RC: 195493	Amount: \$ 5,200
Fund: _____	Appn: _____	RC: _____	Amount: \$ _____
Fund: _____			Amount: \$ _____

**Authorized Signature:**  \_\_\_\_\_ **Date:** \_\_\_\_\_

Email: s \_\_\_\_\_

- 8. Division Analyst Approval:**  \_\_\_\_\_ **Date:** \_\_\_\_\_
- Email: sharon.rodriguez@sanjoseca.gov
- 9. Consultant Approval:**  \_\_\_\_\_ **Date:** \_\_\_\_\_
- Email: peter.meyerhofer@kimley-horn.com

- 10. Approval as to Form (City Attorney):**
- Service Order Form Approved by the Office of the City Attorney  
(Maximum Service Order Compensation is \$100,000 or less, and the provisions of the service order form are not altered.)
- Approved as to Form: \_\_\_\_\_ **Date:** \_\_\_\_\_
- (Sr.) Deputy City Attorney
- 11. City Director Approval:**  \_\_\_\_\_ **Date:** Aug 16, 2022

## Attachment A: Tasks

The Consultant shall provide the services and deliverables set forth in this **Attachment A**. The Consultant shall provide all services and deliverables required by this **Attachment A** to the satisfaction of the City's contract manager.

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### **General Description of Project for which consultant will provide Services:**

The intersection of Julian St and 28<sup>th</sup> St is a key location for the transit focused development in the Five Wound neighborhood. With VTA's 28<sup>th</sup> Street/Little Portugal BART station underway, this intersection will serve as a critical transition for roadway users to access both BART and US-101.

The City of San Jose is exploring options to accommodate the upcoming changes and have two proposed concepts at this location. The Consultant will help the City to perform an operational analysis for two scenarios: 1) Signalized intersection with reduced access and 2) Roundabout.

### **A. Service:**

Based on the design concepts provided by the City, the Consultant shall prepare a Traffic Operational Analysis report for the intersection of Julian St and 28<sup>th</sup> St. Consultant shall also evaluate the impact to US-101 on and off-ramps for both existing and proposed options.

- Introduction and Project Description
- Methodology
- Existing Conditions
- Alternative 1 – Signalized intersection with reduced access
- Alternative 2 – Roundabout
- Recommendations

**B. Deliverable:**

**B.1** City of San Jose, Department of Transportation (DOT) Deliverables to the Consultant

DOT will provide an electronic format (AutoCAD) and other electronic format of the following:

- GIS Right of Way
- Two proposed conceptual designs
- Existing and Background volumes at the intersection and interchange
- 2014 BART EIR traffic analysis
- Active development plans and corresponding analysis with trips going through the intersection.

**B.2** The Consultant will submit the following to the City of San Jose, Department of Transportation (DOT):

- Draft operational analysis report
- Final signed and sealed operational analysis report

**C. Completion Time:** The Consultant must complete the services and deliverables for this task in accordance with whichever one of the following time is marked:

- On or before the following date: See Attachment D: Project Schedule.
- On or before \_\_\_\_ Business Days from \_\_\_\_\_.

## Attachment B: Terms and Conditions

1. **City's Contract Manager:** The City's contract manager for this Approved Service Order is:

Name: Jason Hu, P.E.	Phone No.: (408) 766-9652
Department: Transportation	E-mail: jason.hu@sanjoseca.gov
Address: 200 E. Santa Clara, 8 <sup>th</sup> Flr, San Jose, CA 95113	

2. **Consultant's Contract Manager and Other Staffing:** Identified below are the following: (a) the Consultant's contract manager for this Approved Service Order, and (b) the Consultant(s) and/or employee(s) of the Consultant who will be principally responsible for providing the services and deliverables. ***If an individual identified below does not have a current Form 700 on file with the City Clerk for a separate agreement with the City, and is required to file a Form 700, the Consultant must comply with the requirements of Subsection 17.2 of the Master Agreement, entitled "Filing Form 700."***

		<b><u>Required to File Form 700</u></b>		
		<b>Yes Already Filed (Date Filed)</b>	<b>Yes Need to File</b>	<b>No</b>
<b><u>Consultant's Contract Manager</u></b>				
Name: John Pulliam	Phone No.: 925-414-5732			X
Address: 10 Almaden Blvd, Suite 1250, San Jose, CA 95113	Email: John.pulliam@kimley-horn.com			
<b><u>Other Staffing</u></b>				
<u>Name:</u>	<u>Assignment:</u>			
1. Frederik Venter	Vice-president			X
2.				
3.				

3. **Subconsultants:** Whichever of the following is marked applies to this Approved Service Order:

- The Consultant can **not** use any subconsultants.
- The Consultant can use the following subconsultants to assist in providing the required services and deliverables:

<u>Subconsultant's Name</u>	<u>Area of Work</u>
1.	
2.	
3.	

4. **Reimbursable Expenses:** If the Compensation Table set forth in **Attachment C** of this Approved Service Order states that the City will reimburse the Consultant for expenses, then only the expenses identified in Subsection 10.5.3 of the Master Agreement are Reimbursable Expenses unless the following box is marked and additional reimbursable expenses are set forth:

- In addition to the expenses identified in Subsection 10.5.3 of the Master Agreement, the following expenses are Reimbursable Expenses:

<u>Additional Reimbursable Expense(s)</u>	<u>Mark-up</u>
1. Mileage	n/a
2. Mailing and Deliveries	n/a
3. Copying and Printing	n/a

**Notwithstanding the foregoing, any additional reimbursable expense(s) set forth in the above table will be disregarded if the Compensation Table states that the City will *not* reimburse the Consultant for any expenses.**

## Attachment C: Compensation Table

The City will compensate the Consultant for providing the services and deliverables set forth in **Attachment A** in accordance this Compensation Table. This Compensation Table is subject to the terms and conditions set forth in the Master Agreement, including without limitation Section 10 of the Master Agreement.

<b>Part 1 – Compensation for Services and Deliverables</b>			
Column 1	Column 2	Column 3	Column 4
Tasks	Basis of Compensation	Invoice Period	Compensation
1. Operational Analysis Report	<input checked="" type="checkbox"/> Time & Materials <input type="checkbox"/> Fixed Fee	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Completion of Task(s) <input type="checkbox"/> Completion of Work	\$ 5,200
<b>Total</b>			\$ 5,200
<b>Part 2 – Reimbursable Expenses</b>			
<input checked="" type="checkbox"/> No expenses are separately reimbursable. The amount(s) in Column 4 of Part 1 include(s) payment for all expenses.		<input type="checkbox"/> Expenses are separately reimbursable in the maximum amount of: \$	
<b>Part 3 – Subconsultant Costs</b>			
<input checked="" type="checkbox"/> Subconsultant costs are <i>not</i> separately compensable. The amount(s) in Column 4 of Part 1 include(s) subconsultant costs.		<input type="checkbox"/> Subconsultant costs are separately compensable in the maximum amount of: \$	
<b>Maximum Service Order Compensation</b> (sum of Parts 1 through 3):			\$ 5,200

## Attachment D: Project Schedule

No.	Task Description	Submittal Date
1	Draft Traffic Operations Analysis	May 9 <sup>th</sup> , 2022
2	Comments back from CSJ	May 27 <sup>th</sup> , 2022
3	Revised Draft Traffic Operations Analysis	June 17 <sup>th</sup> , 2022
4	Comments back from CSJ	July 8 <sup>th</sup> , 2022
5	Final Traffic Operations Analysis	July 22 <sup>nd</sup> , 2022

**CITY OF SAN JOSE  
SIGNING AND STRIPING PLAN PREPARATION CHECKLIST**

Revision Date: January 2018

1. All plans shall be prepared on a 24 inch by 36 inch size sheet with a minimum of 1' margin.
2. Scale shall be 1" = 40'.
3. All plans shall have City of San Jose Department of Transportation signature block at the lower right side of plan.
4. Title block shall read location reference with "SIGNING AND STRIPING PLAN" below it at the lower middle side of plan.
5. Revisions block shall be placed at left side of title block at the lower middle side of plan.
6. Striping legend shall be placed at the lower left side of plan.
7. All plans shall be stamped by a registered Professional Civil Engineer with a valid California registration. Registered Traffic Engineer is not acceptable.
8. North arrow shall point up or to the left.
9. All existing and proposed signs shall be shown.
10. All existing driveways shall be shown to scale.
11. All gutters next to median face of curb shall be shown.
12. All existing striping shall be shown as a thin solid line and all proposed striping as a thick solid line. Conflicting striping and/or markings shall not be shown.
13. The text height shall be 0.125 inch for dimensions and text callouts. The text height for titles shall be 0.18 inch. The text height for subtitles shall be 0.14 inch.
14. Lane dimensions shall be shown at each end of lane or pavement transitions, match lines and join locations.
15. All proposed signal detection loops and detection zones shall be shown on major streets and side streets.
16. All bike detection loops and detection zones, and bike detection symbols shall be shown on major streets and side streets where applicable.
17. Title sheet shall be provided for each street. All details on title sheet shall be site-specific.
18. Right-of-Way lines, gutters by sidewalk face of curb, grade breaks, sidewalks and parkways are not required. However, right-of-way lines from other jurisdictions (i.e. Caltrans, County of Santa Clara, etc.) are required.
19. Additional design notes:
  - a. Install in-lane speed limit pavement marking next to existing speed limit signs (i.e. R2-1 sign).



- b. Provide proper turn lane taper and stacking length per City of San Jose Geometric Design Guidelines Section 3.3 and Table 3.3.
- c. Where median is present and existing stacking length is longer than minimum stacking length, match existing stacking length, unless directed otherwise by the City.
- d. Yield lines (Detail 24) shall be set back from crosswalk by 10' at all signalized/un-signalized free right locations. Install R1-5 sign at right side of yield line. Show existing crosswalks at all signalized/un-signalized free right turns.
- e. Where bike lane is present, R81(CA) sign shall be installed after each signalized intersection. R81A(CA) sign shall be installed shortly after bike lane begins. R81B(CA) sign shall be installed shortly before bike lane ends.
- f. Detail 21 delineation shall be provided for dual left turns extension through intersection with the radius called out.
- g. Where existing parking is removed, R26(S)(CA) sign shall be installed. Call out the number of parking spaces removed and create a table showing total parking loss for the given sheet.

20. See Sample PDF for reference.