

REPORT TO CITY COUNCIL

DATE: SEPTEMBER 8, 2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: NATHAN HAMBURGER, CITY MANAGER

BY: CHARMAINE YAMBAO, ACTING CITY ENGINEER

SUBJECT: REQUEST FOR APPROVAL OF SECOND AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES WITH KIMLEY-HORN AND ASSOCIATES, INC., FOR ADDITIONAL ENGINEERING DESIGN SERVICES FOR THE KANAN ROAD/AGOURA ROAD ULTIMATE INTERSECTION IMPROVEMENTS PROJECT

This report seeks City Council approval of a second amendment to the contract with Kimley-Horn and Associates, Inc., (KHA) for additional engineering design services for the Kanan Road/Agoura Road Ultimate Intersection Improvements Project (Project).

The City has an agreement for consultant services with KHA, for engineering design services for the Project. As part of this agreement, KHA will complete design improvements of the intersection, coordination of aesthetic elements from the Agoura Village Specific Plan (AVSP), and provide the Supplemental Environmental Impact Report (SEIR) to identify a signalized intersection as the preferred transportation alternative for the AVSP. The new signalized intersection design was planned as a “gateway” to the City.

On August 26, 2020, the City Council approved the final design alignment of the Project. The approved alignment provided for the proposed right-of-way (ROW) limits for the intersection design and conserved the two native oak trees on the northwest corner of the intersection. Later in November 2020, the design was further modified to save the one mature oak tree on the southwest corner of the intersection.

On October 28, 2020, the first amendment to the KHA contract was approved to complete the Project final design. Based on the past project experience, an “advanced conceptual design phase” was included, breaking down the final design into two phases. The purpose of the conceptual design phase was to define critical elements in more detail, such as landscape/hardscape areas and activation options for each corner. This phase allows the City to ensure the aesthetic elements of the project are designed to be consistent with the AVSP and the feedback received from City Council at past meetings. Ultimately, this phase will establish the project footprint in order to move forward with the environmental document for the Project.

In April 2021, Staff presented an update to the Public Works Subcommittee on the concept design and five aesthetic elements, a) Gateway monument, b) AVSP logo, c) towers/pilasters, d) activation of the northwest corner, and e) undergrounding of overhead utilities. The City Council previously discussed the first four items at its May 22, 2019 meeting, and the fifth item is new to the project.

The Public Works Subcommittee was supportive of expanding the project footprint to accommodate the changes to the aesthetic elements described as follows:

- Gateway Monument to be located on Kanan Road, approximately 200 feet north of Cornell Way, providing a symmetrical gateway with natural setting, without tree obstructions, and closer to the AVSP area;
- Towers/Pilasters footprint to be included on the final plans and environmental studies at three locations;
- Expand the “activation” of northwest corner to utilize the additional space created with the new intersection design, which pushed the curb line further south in order to save the mature oak trees; and
- Undergrounding of overhead utilities along the east side of Kanan Road, between Agoura Road and southerly City limits.

The additional services proposed for these modifications and footprint expansion for aesthetic elements include design/engineering efforts, environmental studies, survey, and ROW documentation.

There are four (4) tasks associated with the Second Amendment. Task numbers 1 through 3 will be funded through Measure R and cover the additional services for the aesthetic elements described above. Task 4 was authorized by Notice to Proceed prior to the final design alignment, and has been paid for through both Measure R and TIF funds.

Task 1: Additional Civil Engineering Services

This task will provide additional design services to provide final plans, specifications, construction cost estimates (PS&E) for:

- New site design for the Gateway Monument;
- Site design for the pilasters at three locations;
- Site design for expanded footprint of the activation of the northwest corner of the intersection; and
- Undergrounding of the overhead utilities.

Task 2: Additional Environmental Consulting Services

This task will provide additional environmental studies and assessments for the expanded project footprint and additional aesthetic design features described under Task 1.

Task 3: Additional Right-of-Way Documentation

This task will provide ROW documentation for pilasters and temporary construction easements for the expansion of the activation of the northwest corner.

Task 4: Additional Analysis and Preliminary Engineering

This task provided review of the different analyses and traffic data used for the past 10 years for the intersection, development of traffic volumes for existing, opening year and future build-out conditions, and development of additional preliminary layouts. This effort aided in developing the final design alignment of the intersection approved in August 2020.

The next step will be the approval of the Advanced Conceptual Design, followed by initiating the CEQA compliance documentation. The Project is estimated to be completed in Summer of 2022.

There is an executed Memorandum of Understanding (MOU) between the City and Los Angeles County Metropolitan Transportation Authority (Metro) to fund the design of the Project through Measure R. In July 2021, the Metro Board approved the use of additional Measure R funds for the completion of the Project design. Staff has aligned the additional Metro funding to cover the additional services described above. A Letter of No Prejudice was approved by Metro, which would allow the City to contract under these terms while the amended MOU is put into place.

The amendment has been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff respectfully recommends the City Council:

1. Approve Second Amendment to the Agreement for Consultant services with Kimley-Horn and Associates, Inc.; and
2. Authorize the Mayor to sign the amendment to the agreement on behalf of the City Council.

Attachment: Second Amendment to Kimley-Horn Kanan Road/Agoura Road Intersection Agreement

SECOND AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES
WITH THE CITY OF AGOURA HILLS

NAME OF CONSULTANT: Kimley-Horn and Associates, Inc.

RESPONSIBLE PRINCIPAL OF CONSULTANT: Attn: Sri Chakravarthy, P.E., T.E.

CONSULTANT'S ADDRESS: 660 S. Figueroa Street, Ste 2050
Los Angeles, CA 90017

CITY'S ADDRESS: City of Agoura Hills
30001 Ladyface Court
Agoura Hills, CA 91301
Attn: City Manager

PREPARED BY: Charmaine Yambao

COMMENCEMENT DATE: September 1, 2021

TERMINATION DATE: June 30, 2022

CONSIDERATION: Amendment Amount:
\$207,200.00

Total Contract Price
Not to Exceed: \$ 972,365.00/yr

**SECOND AMENDMENT TO AGREEMENT BETWEEN
CITY OF AGOURA HILLS AND KIMLEY-HORN AND ASSOCIATES, INC.**

Kanan Road/Agoura Road Ultimate Intersection Improvements Project

THIS SECOND AMENDMENT is made and entered into as of September 8, 2021, by and between the City of Agoura Hills, a municipal corporation (hereinafter referred to as "City"), and Kimley-Horn and Associates, Inc., a Corporation (hereinafter referred to as "Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. This Amendment is made with the respect to the following facts and purposes:

a. On February 11, 2015, the City and Consultant entered into that certain Agreement entitled "Agreement for Design Professional Consultant Services between the City of Agoura Hills and Kimley-Horn and Associates, Inc.", in the amount of Two Hundred Ninety-Nine Thousand Nine Hundred Eighty-Six Dollars and Zero Cents (\$299,986.00).

b. On October 28, 2020, the City and Consultant entered into the First Amendment to that certain Agreement entitled "Agreement for Design Professional Consultant Services between the City of Agoura Hills and Kimley-Horn and Associates, Inc." to add additional design services, extend the term of the agreement to June 30, 2022, and increase the payment in the amount of Four Hundred Sixty-Five Thousand One Hundred Seventy-Nine Dollars and Zero Cents (\$465,179.00).

c. The parties now desire to add scope of work, increase the payment in the amount of Two Hundred Seven Thousand Two Hundred Dollars and Zero Cents (\$207,200.00), and to amend the Agreement as set forth in this Amendment.

2. Section 4 of the Agreement entitled "**PAYMENT**" at paragraph "a" is hereby amended to read as follows:

"The City agrees to pay Consultant monthly, in accordance with the payment rates and schedules and terms set forth in Exhibit B, Payment Rates and Schedule, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. Any terms in Exhibit B, other than the payment rates and schedule of payment, are null and void. The Second Amendment amount shall not exceed Thousand Two Hundred Dollars and Zero Cents (\$207,200.00), for additional design services for a total Agreement amount of Nine Hundred Seventy-Two Thousand Three Hundred Sixty-Five Dollars and Zero Cents (\$972,365.00)."

3. Exhibit "A" to the Agreement is hereby amended by adding thereto the items set forth on Attachment "A" to this Amendment, which is attached hereto and incorporated herein as though set forth in full.

4. Except for the changes specifically set forth herein, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this **SECOND** Amendment to Agreement to be executed the day and year first above written.

CITY OF AGOURA HILLS

Denis Weber,
Mayor

ATTEST:

Kimberly M. Rodrigues, MMC
City Clerk
Date Approved by City
Council _____

APPROVED AS TO FORM:

Candice K. Lee,
City Attorney

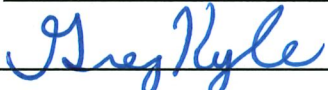
CONSULTANT

Kimley-Horn and Associates, Inc.
660 S. Figueroa Street, Suite 2050
Los Angeles, CA 90017
Sri Chakravarthy, Vice President
213-261-4037

By: _____ 

Print Name: Sri Chakravarthy, P.E. 73629

Title: Vice President

By: _____ 

Print Name: Gregory Kyle

Title: Senior Vice President

[Signatures of Two Corporate Officers Required]

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ATTACHMENT A

ADDITIONAL SCOPE OF SERVICES FOR SECOND AMENDMENT TO AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC FOR KANAN ROAD/AGOURA ROAD ULTIMATE INTERSECTION IMPROVEMENTS PROJECT

Attached hereto and incorporated herein is the additional scope of work and associated cost as provided by the Consultant.

The Consultant's services shall include, but not be limited to the following:

TASK 1: CIVIL ENGINEERING SERVICES

The following additional project features were recently added to the existing project scope of the Kanan/Agoura Road Intersection Project:

- Preliminary design of the undergrounding of overhead utilities along the east side of Kanan Road between Agoura Road and southerly City limits,
- Site design for the new Gateway Monument location on Kanan Road approximately 200' north of Cornell Way,
- Site design for pilasters monuments at three locations, and
- Site design for expanded footprint for the northwest activation corner of the Kanan Road and Agoura Road intersection.

Sub-Task 1.1: Field Investigation and Data Compilation

Kimley-Horn will conduct a site visit to assess the existing conditions of the additional locations and document visible surface and utility structures of the project area. We will photo document the existing conditions and prepare a mark-up of survey.

Kimley-Horn will procure topographical survey for added locations and develop a digital terrain modeling (DTM) for design mapping. It is important to note the existing topographic survey does not depict the existing conditions and features for the additional locations (i.e. natural knoll, pilaster locations, existing conditions for northwest corner of Kanan Road and Agoura Road intersection).

Kimley-Horn will perform a utility search to identify known utilities by obtaining readily available record utility documents. Kimley-Horn will conduct USA utility search. Utilities found during the research will be mapped into the design plans.

Deliverables:

- *Field Notes*
- *Topographic survey file*
- *Utility Research and Updated Utility Basemap*

Sub-Task 1.2: Plans, Specifications and Opinion of Probable Cost (PS&E)

Task 1.2.1: 95% PS&E

Kimley-Horn will develop design plans, specifications, and cost estimate to 95% completion for the additional project features. The following plan sheets will be added to the original contract package as a result of the expanded project area and features:

- **Preliminary Utility Plan and Profile Sheets:** Kimley-Horn will prepare four sheets consisting of a plan view and profile of the preliminary trench alignment for telecom and SCE utilities along the east side of Kanan Road between Agoura Road and Cornell Way. This plan will be prepared at 1" = 20' scale. The Telecom and SCE Plan and Profiles are preliminary and will require review and approval by the respective utility purveyor. Changes to the design of these utilities from the purveyor's input will be considered as additional scope and fee.
- **Gateway Monument Design Sheets:** Kimley-Horn will prepare one sheet consisting of grading and drainage plans for the new monument location. This plan will be prepared at 1" = 20' scale. We will provide one construction detail sheet for the new gateway monument design.
- **Pilaster Design Sheets:** Kimley-Horn will prepare two sheets consisting of grading and drainage plans for the three new monument locations. Kimley-Horn will assume a 10' by 10' footprint for the pilasters. This plan will be prepared at 1" = 20' scale. Construction details will not be provided because the pilaster design is not finalized.
- **Activation of Northwest Corner Design Sheets:** Kimley-Horn will prepare two sheets consisting of grading and drainage plans for the expanded northwest corner activation area. This plan will be prepared at 1" = 20' scale. This item also includes expanding the street improvement plans on Agoura Road west of the AT&T driveway. Kimley-Horn will provide two construction detail sheets for the northwest corner activation.

Task 1.2.2: 100% PS&E

For the 100% (final) design submittal, Kimley-Horn will respond to a consolidated set of comments from the City on the 95% PS&E Documents and update the plan sheets accordingly.

Kimley-Horn will prepare Specifications at 95% and final submittal stages. Specifications will be prepared in the format of project-specific modifications, as appropriate by construction item, to the Specifications of the City of Agoura Hills and the Standard Specifications for Public Works Construction (Greenbook) with numbering format starting at 900 series and the Caltrans Standard Specifications. Specifications will include the City provided front end documents (Notice Inviting Bids, Instructions to Bidders, Proposal with Bid Schedule and General Provisions).

Kimley-Horn will provide an engineer's opinion of probable construction cost in Excel format for 95%, and final submittal stages of the design. Kimley-Horn will coordinate with the City and base this opinion on actual bid prices for recent projects that involved similar construction, when applicable. Opinion of Probable Cost shall also be provided in Excel format.

Deliverables:

- *95% Plans, Specifications and Estimate – Three (3) hard copy sets*

- *Final Plans, Specifications and Estimate – Three (3) hard copy sets*

Sub-Task 1.3: Storm Water Pollution Prevention Plan (SWPPP)

A Storm Water Pollution Prevention Plan (“SWPPP”) report is required because the area of disturbance is more than 1 acre as a result of increasing the project footprint to include the additional project features. Kimley-Horn will prepare a SWPPP report for the proposed improvements as required by the State Water Resource Control Board (SWRCB) based on the topographic survey and approved conceptual design.

This report will include discussion of possible pollutants during construction and the associated best management practices (BMP’s) to address the possible pollutants. The SWPPP will be prepared and shall be part of the final construction document, with the assumption that the Notice of Intent and implementation will be handled by the contractor.

This report will incorporate the Erosion Control Plan and details for the construction site. Preparation of a SWPPP requires risk calculations that will further define the SWPPP requirements. These calculations are included in this scope. This task assumes that the site will be classified as a Risk Level 1. Should this task be classified as a Risk Level 2 or 3, significant additions to the SWPPP scope will be necessary.

Kimley-Horn will gather and post required documents to the State Water Boards Storm Water Multi-Application and Report Tracking System (SMARTS). This includes posting the Notice of Intent, SWPPP, Annual Certification (every September), and other compliance documents as required. This task assumes posting of two annual certifications.

Deliverables:

- *Draft SWPPP*
- *Final SWPPP*

Sub-Task 1.4: Construction Support

Kimley-Horn will provide support during bidding phase of the project by attending up to two (2) meetings, responding to RFIs, and reviewing addendums related to the additional project features. Kimley-Horn have included up to 30 hours for this effort. Kimley-Horn will provide design support and respond to RFIs if the trench alignment or duct bank design changes. It is expected that the Telecom companies and SCE will provide construction support and will respond to RFIs and submittals expediently.

TASK 2: ENVIRONMENTAL CONSULTING SERVICES

Kimley-Horn shall provide additional Environmental Consulting Services for the Project as per modifications to the existing Agoura Road at Kanan Road intersection, as depicted in the Staff Recommended Alternative Design exhibit (Kimley-Horn, August 2020).

Modifications to the Agoura Road at Kanan Road intersection were previously proposed as part of the Agoura Village Specific Plan (AVSP). Specifically, the proposed modifications involved changing the intersection from a signalized intersection into a two-lane roundabout. The Agoura Village Specific Plan Final Environmental Impact Report (Rincon Consultants, Inc., March 2006) and the Agoura Village Specific Plan Updated Final Revised and Recirculated EIR (Rincon

Consultants, August 2008) (collectively referred to as previous EIR) evaluate the AVSP's environmental effects, including the Agoura Road at Kanan Road intersection improvements, City Entrance beautification elements on Kanan Road, and roadside beautification. The AVSP is the City's long-range plan to guide future development at and around the Agoura Road at Kanan Road intersection.

Additional modifications to the Agoura Road at Kanan Road intersection were previously proposed as part of the Kanan Road and Agoura Road Roundabout Mitigated Negative Declaration (ISMND) (February 18, 2014). Specifically, the proposed modifications involved converting the intersection from a traditional intersection to a multi-lane roundabout with two travel lanes entering from each quadrant, and between one and two travel lanes entering each quadrant of the roundabout. One bypass lane was also proposed in the northeast quadrant.

This proposed Project represents a modification to the previously proposed intersection, as addressed in the FEIR. The Project is now a conventional intersection instead of a roundabout and features additional components beyond the intersection. The proposed Project would include three study areas for City gateway signage, approximately 1,000 feet of new underground electrical utilities infrastructure on Kanan Road, and pedestrian safety improvements. The three study areas are detailed below:

Study Area 1: 100 feet east and west of Roadside Drive at Agoura Road

Study Area 2: Kanan Road between Agoura Road and Cornell Way

Study Area 3: 100 feet east and west of Whizin Market Square driveway at Agoura Road

The proposed monument signs and pilasters would provide a 15 feet buffer from edge of traveled way. Monument signs would measure 20 feet by 2 feet while pilasters measure 10 by 10 feet, with heights ranging from 10 to 15 feet. The pedestrian activation improvements at the northwest corner of Agoura Road at Kanan Road intersection include new flagstone paving, new seating areas, revised ADA ramp and handrails, new crape myrtle trees and planters, and concrete steps leading to the Agoura Pointe commercial plaza.

A new Initial Study shall be required and prepared due to the additional project design features not previously captured in prior environmental CEQA documents.

Kimley-Horn will provide the Scope of Services specifically set forth below. This Scope of Services has been prepared based upon Kimley-Horn's review of the Staff Recommended Alternative Design exhibit, understanding of the Project issues, and experience with similar issues and projects. This scope assumes the City will handle all tribal consultation and coordination pursuant to AB52.

Sub-Task 2.1: Biological Resources

Kimley-Horn in conjunction with our subconsultant Rocks Biological Consulting (RBC) will provide the following biological resources-related tasks.

Task 2.1.1 Biological Resources Assessment

Prior to visiting the project site, RBC will review the previously prepared biological resources studies (to be provided by Kimley-Horn) and conduct a desktop analysis of the site plan and offsite improvement areas by querying relevant biological and aquatic resource databases such as the

California Natural Diversity Database (CNDDDB), United States Fish and Wildlife Service (USFWS) database, USFWS Information for Planning and Conservation (IPaC), California Native Plant Society (CNPS) database, and NHD/NWI database. Following the initial research, an on-site general biological field survey will be conducted at the project site. A reconnaissance-level assessment for potential local, state, or federal aquatic resources will be conducted, and the approximate boundaries of such areas mapped, if present. Note that this cost includes constraints-level aquatic resources mapping only (if present); a formal aquatic resources delineation per state and federal requirements is not included in this scope and cost. In addition, a vegetation map showing habitat types within the survey area will be created in the field, and habitat assessments for special-status species with potential for occurrence on-site will be conducted.

Following the field survey and mapping, a summary key constraints memo will be prepared to evaluate potential impacts on biological resources pursuant to CEQA Guidelines, and suggest avoidance, minimization and mitigation measures, as well as permit requirements, if needed, to reach a non-significance level of impact.

Please note that this proposed scope and cost does not include preparation of a full biological technical report or biological assessment with project impact analysis; however, the field survey will be performed in compliance with accepted procedures for biological technical reports. As such, if necessary, the survey data and results could be used towards preparation of a full biological technical report and/or a formal aquatic resources delineation report (ARDR; if potentially jurisdictional aquatic resources occur on site) if the project is pursued in a timely manner. Please note that on-site biological survey results are typically considered valid for one to two years.

Task 2.1.2. Oak Tree Preservation Guidelines Coordination

RBC will review the City's Oak Tree Preservation Guidelines and provide analysis and input on issues related to oaks including the potential to transplant a mature oak tree into the project site. This task includes up to ten (10) hours of analysis and coordination with the project team. The analysis will include recommendations for compliance with the City's Oak Tree Guidelines.

Task 2.2: Cultural Resources Assessment

Along with their subconsultant, BCR Consulting LLC (BCR), Kimley-Horn will complete a Cultural Resources Assessment of the Project. The work will be completed pursuant to the California Environmental Quality Act (CEQA) and according to City standards. Preliminary research indicates that the historic-period (i.e. over 45 years old) Agoura Road Bridge over Medea Creek is located within the Project site boundaries. A previous study indicates that this resource has been evaluated and found not eligible for the California Register of Historical Resources (i.e. not significant under CEQA). The current scope stipulates that only updated recording of this resource will be necessary to confirm that this finding remains accurate.

Research. The records search for cultural resources (archaeological and historical) will be conducted through the South-Central Coastal Information Center (SCCIC) at California State University, Fullerton. This research will characterize the status and extent of previous cultural resource studies completed in the Project area and will review the status of any local historical resources (including historic districts). This task anticipates that the eligibility status of the Agoura

Road Bridge over Medea Creek will remain valid. Additional research into this resource may warrant a budget and schedule adjustment.

Field Survey. BCR field staff will perform a pedestrian cultural resources survey of the accessible Project site. This fieldwork will be completed under the supervision of a cultural resource professional that meets the United States Secretary of the Interior's Professional Qualifications Standards for Architectural History and for Archaeology. The goal of this task is to identify any cultural resources within the Project site boundaries and produce/update the necessary site records. For purposes of this proposal, the Agoura Road Bridge over Medea Creek will be photographed and recorded to a level sufficient to update its status and to produce the required California Department of Park and Recreation (DPR) 523 continuation sheet. Additional cultural resources may necessitate a budget and schedule adjustment.

Report and Department of Park and Recreation Forms. A cultural resources report will be produced consistent with CEQA requirements, in a format acceptable to the City. The report will include a project description, cultural setting, methods, results, and recommendations. Relevant maps and photographs will be included in the report, and the appropriate DPR 523 site forms will be appended, as described above.

Paleontological Overview. BCR Consulting will request a paleontological overview for the Project site from the Western Science Center. This overview will review previous paleontological resource studies completed in the area to assess the potential for the Project to impact any important fossils, and will make recommendations, as needed, for any preservation or mitigation efforts. The resulting report will be appended to the cultural resources report.

Assembly Bill 52 Native American Consultation Assistance. BCR will provide Assembly Bill 52 (AB 52) Native American Consultation assistance, as directed by the City. During this task, BCR Consulting will contact the Native American Heritage Commission (NAHC) to request a Sacred Lands File (SLF) Search. Results of the SLF Search will be summarized in a spreadsheet matrix and submitted with copies of all communications. BCR Principal David Brunzell will also be available during a maximum of one conference call with the City, Kimley Horn, and participating tribes (as necessary), and to participate in reasonable email and telephone correspondence.

Sub-Task 2.3: Initial Study

Task 2.3.1: Administrative IS

Kimley-Horn will prepare an IS in accordance with Public Resources Code §§21080(c)-(e) and State CEQA Guidelines §§15060-15065. The IS will be patterned after State CEQA Guidelines Appendix G or City-provided checklist, and will describe the Project's location, environmental setting/baseline conditions, and characteristics. The IS' main body will consist of an environmental checklist and the supporting environmental analyses. Kimley-Horn will explain all responses and "No Impact" responses will be supported by cited information sources. The responses will consider the whole action involved with the Project: on- and off-site, Project- and cumulative-level, direct and indirect, and short-term construction and long-term operational. The explanation of each issue will also identify the significance criteria or threshold used to evaluate each question. Preliminarily, it is assumed the IS will determine the Project may not have a significant effect on the environment.

Upon IS completion, a conference call will be scheduled to communicate to the City preliminary environmental review findings and critical path items/issues. In consultation with and as directed by the City, Kimley-Horn will proceed with finalizing the IS, initiating the CEQA compliance documentation through the NOP, and preparing an EIR.

Task 2.3.2: IS Completion

Kimley-Horn will respond to one reconciled set of City comments on the Administrative Public Review Draft IS. Kimley-Horn will provide the City with a redline copy that reflects the proposed edits and responds to the City's comments, and a check copy for approval prior to finalizing/reproduction.

Deliverables:

- *Administrative IS*
- *Check Copy IS*
- *IS*

TASK 3: RIGHT-OF-WAY DOCUMENTATION AND COORDINATION SERVICES

Sub-Task 3.1: Legal Descriptions and Plats

Kimley-Horn will prepare up to two (2) Legal Descriptions, Plats in accordance with City of Agoura Hills guidelines for those properties anticipated to be affected by acquiring additional Right-of-Way for the additional project features. We will prepare temporary construction easements for up to two (2) additional properties. It is assumed that the City of Agoura Hills will conduct all coordination with the property owners for their review and consent of the documents. It is also assumed that all right-of-way acquisition and appraisals will be completed by the City.

Sub-Task 3.2: Modifications

As part of preparation of Final Plans, modifications relating to right-of-way issues will be included and plans modified. We have assumed up to two rounds of ROW and plan modification with up to 50 hours for these efforts.

Deliverables:

- *Right-of-Way Plats and Legals will be submitted to the City with the Final PS&E submittal, and upon approval will be recorded*
- *Temporary Construction Easements*
- *Modified final plans*

TASK 4: ADDITIONAL TRAFFIC ANALYSIS AND PRELIMINARY ENGINEERING LAYOUTS

Sub-Task 4.1: Data Review

Kimley-Horn will review the different analyses and data that has been used for the past 10 years for this intersection as identified below:

- a. Traffic analysis for Roundabout
- b. Agoura Village Specific Plan
- c. Agoura Road widening interim intersection analysis
- d. Ultimate Intersection - various analyses
- e. AVE traffic study intersection analysis
- f. Other recent traffic data collection efforts

Sub-Task 4.2: Intersection Analysis

Based upon Task 4.1 review, KHA will develop traffic volumes for existing, opening year, and future build-out conditions. We will analyze up to three (3) intersection configurations noted below to determine the expected LOS for existing, opening year, and future build-out conditions:

- a. Current Interim Intersection
- b. Ultimate Intersection with only one receiving lane on the west leg
- c. Ultimate intersection configuration, shifted to the south

Sub-Task 4.3: Preliminary Engineering Layout

KHA will utilize the base plans and survey previously prepared for the Roundabout, Agoura Road widening, and Kanan/Agoura Ultimate Intersection projects to develop the following preliminary engineering layouts:

- a. Ultimate Intersection with only one receiving lane on the west leg
- b. Ultimate intersection configuration, shifted to the south

The layouts will be prepared at a 1"=40' scale and will show the lane configuration, striping, curbs, medians, existing ROW, and additional ROW. KHA will address up to two rounds of comments on the layouts.

SCHEDULE

Kimley-Horn will provide our services as expeditiously as practicable to meet the mutually agreed upon schedule.