

EXHIBIT A

Scope of Services

Ross Hill Road and Kenmar Road Project Study Report City of Fortuna

January 21, 2022

The City of Fortuna has requested that GHD prepare a local agency Project Study Report (PSR) for the Ross Hill Road and Kenmar Road intersection in Fortuna, CA. The purpose of the PSR is to document agreement on the scope, schedule, and estimated cost of a project so that the project can be considered for inclusion in a future programming document such as the State Transportation Improvement Program (STIP). The PSR is intended to be utilized by the City in its efforts to secure state or federal funding for advancement of the project.

The following describes our scope of services:

Task 1 – Mapping and Surveys

Base Mapping & Right-of-Way Figure

GHD will create a base map of the project extents using the City's high-resolution aerial imagery or other available sources (e.g. Google). The base map will be supplemented with information from topographic field surveys provided by the City.

A right-of-way figure will be prepared using the aerial base map and assessor parcel maps.

Environmental Constraints Analysis

A GHD scientist will conduct a reconnaissance-level site investigation of existing conditions in order to identify potential environmental constraints. The types of information that will be collected during the field visit will include potential sensitive habitat (e.g. wetland or riparian), and other possible environmental constraints such as ponds, drainages, or creeks.

Biological databases will be queried and GHD will prepare a summary of the existing environmental conditions, the potential environmental compliance documents, and likely permits that will be required for the project. The summary will be included as content in the PSR (a separate memo will not be prepared).

Task 1 Deliverables:

- *Base Map and Right of Way Figure*
- *Environmental Constraints Figure and Content for PSR*

Task 2 – Traffic Forecasts and Operations Analysis

For this Task GHD will utilize available traffic data provided by the City and prepare a baseline and design year operations analysis for the intersection alternatives. GHD anticipates utilizing the 2016 traffic volumes collected for the US 101-Riverwalk Area Connectivity Project as a starting point and adjusting using an agreed growth rate (e.g. Fortuna General Plan Growth Rate) to reflect baseline conditions (e.g. 2025) and the 20-year design year (e.g. 2045).

The results of the preliminary operations analysis will be summarized in the PSR (a separate memo will not be prepared).

Task 2 Deliverables:

- *Traffic Forecasts (baseline and design year)*

- *Level of Service Summary and Content for PSR*

Task 3 – Alternatives Development

Develop Conceptual Alternatives

GHD will work with the City to develop the project's purpose and need statement, which will be the basis for developing and analyzing alternatives.

Following development of the purpose and need, GHD will develop and evaluate the following two alternatives which are expected to satisfy the project purpose and need:

- A minimum build alternative would be explored that will enhance a “no build” version by evaluating minimum improvements to the signalized intersection.
- A build alternative that would provide a roundabout in lieu of signals.

The alternatives will be developed with sufficient engineering/project detail to support the development of the PSR.

Right-of-Way Needs

Potential right-of-way requirements (e.g. easements or acquisitions) for each alternative will be identified.

Planning Level Costs Estimates

GHD will develop a preliminary opinion of cost (estimate) for each alternative. These costs will be developed based on the preliminary improvement concepts and will include anticipated project development support, right-of-way, permitting, environmental mitigation and construction cost estimates.

Task 3 Deliverables:

- *Conceptual Design Plans for Alternatives*
- *Right-of-way needs content for PSR*
- *Planning Level Cost Estimates*

Task 4 – Develop Project Study Report

GHD will develop a PSR for the Ross Hill Road and Kenmar Road intersection. The PSR is expected to include the following sections:

1. Introduction
2. Background
3. Purpose and Need
4. Deficiencies
5. Corridor and System Coordination
6. Alternatives
7. Community Involvement
8. Environmental Compliance
9. Funding and Estimate
10. Delivery Schedule
11. Risks
12. External Agency Coordination
13. Project Reviews
14. Project Personnel
15. Attachments

Applicable comments provided by the City and other agencies (as appropriate) will be incorporated into the final PSR.

Task 4 Deliverables:

- *Draft PSR for City review (electronic pdf)*
- *Final PSR for approval by City (electronic pdf)*

GENERAL EXCLUSIONS AND ASSUMPTIONS

This scope of services is based on the tasks described above, which are anticipated for the project. This proposal is based on the following assumptions:

- This scope does not include anything not specifically described above;
- The City will complete their review and prepare any comments they have in a timely manner and will deliver one set of rectified comments to GHD; and
- The scope does not include any coordination with Caltrans.

SCHEDULE

Major Milestones

Task Order Issued
Task 1 – Mapping and Surveys
Task 2 – Traffic Forecasts and Operations Analysis
Task 3 – Alternatives Development
Task 4 – Develop Project Study Report

Tentative Schedule

Jan 2022
Feb – Mar 2022
Feb – Mar 2022
Apr – May 2022
Jun – Jul 2022

COMPENSATION

GHD will provide the services outlined in the above scope on a time and materials basis, not to exceed \$44,000.

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Ross Hill Road and Kenmar Road PSR

Description: Task Number and Task Name			APC (\$/Hr)	Kamesh Vedula Senior Technical Director 2 Project Director \$225.0	Josh Wolf Senior Technical Director 3 Project Manager \$195.0	Daniel Kehrer Technical Director 1 Project Engineer \$195.0	Ashley Hoy Senior Professional 2 Designer \$140.0	Misha Schwarz Technical Director 1 Environmental Scientist \$195.0	Andrea Hilton Technical Director 2 Environmental Planner \$170.0	Julia Clark Professional 2 GIS \$125.0	Linda Costa-Franklin Admin Officer 5 Admin \$85.0	Total Labor Hours	Total Labor Cost	Associated Project Costs	Total GHD Labor Fee
Phase 1 - Mapping and Surveys															
Task	1.1	Base Mapping & Right-of-Way Figure	\$0.00		4		4			4	1	13	\$1,925	\$0	\$1,925
Task	1.2	Environmental Constraints Analysis	\$0.00		2			2	4	4		12	\$1,960	\$0	\$1,960
Phase Mapping and Surveys Subtotal:				0	6	0	4	2	4	8	1	25	\$3,885	\$0	\$3,885
Phase 2 - Traffic Forecasts and Operations Analysis															
Task	2.1	Traffic Forecasts	\$0.00	2	2	4	8					16	\$2,740	\$0	\$2,740
Task	2.2	Preliminary Operations Analysis	\$0.00	4	2	8	32					46	\$7,330	\$0	\$7,330
Phase Traffic Forecasts and Operations Analysis Subtotal:				6	4	12	40	0	0	0	0	62	\$10,070	\$0	\$10,070
Phase 3 - Alternatives Development															
Task	3.1	Develop Conceptual Alternatives	\$0.00	2	4	40	40					86	\$14,630	\$0	\$14,630
Task	3.2	Right-of-Way Needs	\$0.00		2	2	2					6	\$1,060	\$0	\$1,060
Task	3.3	Planning Level Costs Estimates	\$0.00	2	4	6	12					24	\$4,080	\$0	\$4,080
Phase Alternatives Development Subtotal:				4	10	48	54	0	0	0	0	116	\$19,770	\$0	\$19,770
Phase 4 - Develop Project Study Report															
Task	4.1	Develop Draft PSR	\$0.00	1	8	2	32			2	2	47	\$7,075	\$0	\$7,075
Task	4.2	Develop Final PSR	\$0.00	1	6	2	8			1	2	20	\$3,200	\$0	\$3,200
Phase Develop Project Study Report Subtotal:				2	14	4	40	0	0	3	4	67	\$10,275	\$0	\$10,275
Total Fee: Phase 1 to Phase 4				12	34	64	138	2	4	11	5	270	\$44,000	\$0	\$44,000