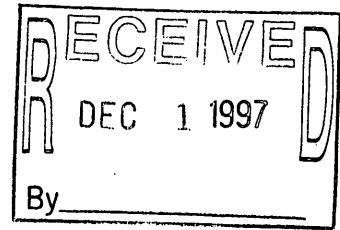




CITY OF NEWBERG
CITY RECORDER INDEX NO. 1585



November 25, 1997

Mr. Mike Soderquist, P.E.
Community Development Director
City of Newberg
719 E. First Street
Newberg, OR 97132

Subject: Transportation Engineering On-Call Services
City of Newberg

Dear Mr. Soderquist:

Per our conversation and the information you provided us, we have prepared this proposal to provide transportation engineering on-call services for the City of Newberg. Our proposal is presented in three sections which include Scope of Services, Schedule and Budget.

SCOPE OF SERVICES

Falconi Consulting Services (FCS) will carry out the following services in conjunction with this project:

Task 1 - Review Traffic Impact Studies

- a) In conjunction with land use applications, FCS will review Traffic Impact Studies for consistency with the City of Newberg requirements.
- b) Perform a field review to identify existing roadways, traffic control, and intersection adjacent land use characteristics.
- c) Provide a technical memorandum with comments to the City based on technical review of Traffic Impact Studies.
- d) Coordinate technical review with other agencies and attend meetings as requested.

Task 2 - Highway 99-W Liaison

- a) Provide liaison, as requested, with the Oregon Department of Transportation (ODOT) in relation to highway 99-W proposed improvements.
- b) Review ODOT access management proposals and provide technical memorandums to the City with recommendations. Review all background information from previous ODOT/City of Newberg meetings.
- c) Attend technical committee meetings as requested by the City.

Task 3 - System Development Charges (SDC)

- a) Review all background information in relation to the existing City criteria for the application of SDC's. Provide comments of the review of this information.
- b) Provide technical support to the City on updating SDC's as requested. Provide recommendations on other SDC elements that could be considered by the City for future updates.
- c) Conduct the appropriate research in evaluating alternatives to be considered by the City and attend meetings as requested.

Task 4 - Meetings and Sub-consultants Coordination

FCS will attend all the meetings as requested by the City in association with the performance of the services outlined on this proposal. In addition, FCS will coordinate the appropriate involvement of sub-consultants (Otak and Charbonneau Engineering) as needed.

PROJECT SCHEDULE

FCS is prepared to begin work on this project immediately. Specific timelines on the completion of tasks related to this scope of services will be agreed upon between FCS and the City of Newberg on a project basis.

PROJECT FEE

FCS will provide the transportation engineering services outlined at a rate of \$90.00/hour. Clerical support services will be billed at a rate of \$25.00/hour, and faxes at \$1.00/page.

The total fee for this scope of work is not anticipated to exceed **\$10,000**, and FCS will request City approval if the anticipated work exceeds this amount. If any sub-consultants are involved in the performance of this scope of work, the City will be billed at their respective hourly rate plus a 10% administration fee.

FCS's actual administrative costs.

Please sign this letter in the designated signature block to authorize FCS to proceed with the proposed work scope outlined above and send us back the original signed letter. If you have any questions, please feel free to contact me.

W
12/2/97
XF

Sincerely,

Authorization to Proceed

FALCONI CONSULTING SERVICES



Xavier R. Falconi, P.E.
President


12/2/97

Mike Soderquist, P.E.
Community Development Dir.
City of Newberg