

PROFESSIONAL SERVICES AGREEMENT
[On-Call Traffic Engineering Services]

THIS PROFESSIONAL SERVICES AGREEMENT (the "Agreement") is made at Orange, California, on this _____ day of _____, 2025 (the "Effective Date") by and between the CITY OF ORANGE, a municipal corporation ("City"), and ADVANTEC CONSULTING ENGINEERS, INC., a California corporation ("Contractor"), who agree as follows:

1. **Services.** Subject to the terms and conditions set forth in this Agreement, Contractor shall provide general on-call traffic engineering services to the reasonable satisfaction of City the services set forth in Exhibit "A," which is attached hereto and incorporated herein by reference. As a material inducement to City to enter into this Agreement, Contractor represents and warrants that it has thoroughly investigated and considered the scope of services and fully understands the difficulties and restrictions in performing the work. The services which are the subject of this Agreement are not in the usual course of City's business and City relies on Contractor's representation that it is independently engaged in the business of providing such services and is experienced in performing the work. Contractor shall perform all services in a manner reasonably satisfactory to City and in a manner in conformance with the standards of quality normally observed by an entity providing such services to a municipal agency. All services provided shall conform to all federal, state and local laws, rules and regulations and to the best professional standards and practices. The terms and conditions set forth in this Agreement shall control over any terms and conditions in Exhibit "A" to the contrary.

Larry Tay, City Traffic Engineer ("City's Project Manager"), shall be the person to whom Contractor will report for the performance of services hereunder. It is understood that Contractor's performance hereunder shall be under the supervision of City's Project Manager (or his/her designee), that Contractor shall coordinate its services hereunder with City's Project Manager to the extent required by City's Project Manager, and that all performances required hereunder by Contractor shall be performed to the satisfaction of City's Project Manager and the City Manager.

2. **Compensation and Fees.**

a. Contractor's total compensation for all services performed under this Agreement, shall not exceed ONE HUNDRED THOUSAND DOLLARS and 00/100 (\$100,000.00) without the prior written authorization of City.

b. The above compensation shall include all costs, including, but not limited to, all clerical, administrative, overhead, insurance, reproduction, telephone, travel, auto rental, subsistence and all related expenses.

3. **Payment.**

a. As scheduled services are completed, Contractor shall submit to City an invoice for the services completed, authorized expenses and authorized extra work actually performed or incurred.

b. All such invoices shall state the basis for the amount invoiced, including services completed, the number of hours spent and any extra work performed.

c. City will pay Contractor the amount invoiced within thirty (30) days of receipt of all deliverables.

d. Payment shall constitute payment in full for all services, authorized costs and authorized extra work covered by that invoice.

4. **Change Orders.** No payment for extra services caused by a change in the scope or complexity of work, or for any other reason, shall be made unless and until such extra services and a price therefor have been previously authorized in writing and approved by City as an amendment to this Agreement. City's Project Manager is authorized to approve a reduction in the services to be performed and compensation therefor. All amendments shall set forth the changes of work, extension of time, and/or adjustment of the compensation to be paid by City to Contractor and shall be signed by the City's Project Manager, City Manager or City Council, as applicable.

5. **Licenses.** Contractor represents that it and any subcontractors it may engage, possess any and all licenses which are required under state or federal law to perform the work contemplated by this Agreement and that Contractor and its subcontractors shall maintain all appropriate licenses, including a City of Orange business license, at its cost, during the performance of this Agreement.

6. **Independent Contractor.** At all times during the term of this Agreement, Contractor shall be an independent contractor and not an employee of City. City shall have the right to control Contractor only insofar as the result of Contractor's services rendered pursuant to this Agreement. City shall not have the right to control the means by which Contractor accomplishes services rendered pursuant to this Agreement. Contractor shall, at its sole cost and expense, furnish all facilities, materials and equipment which may be required for furnishing services pursuant to this Agreement. Contractor shall be solely responsible for, and shall indemnify, defend and save City harmless from all matters relating to the payment of its subcontractors, agents and employees, including compliance with social security withholding and all other wages, salaries, benefits, taxes, exactions, and regulations of any nature whatsoever. Contractor acknowledges that it and any subcontractors, agents or employees employed by Contractor shall not, under any circumstances, be considered employees of City, and that they shall not be entitled to any of the benefits or rights afforded employees of City, including, but not limited to, sick leave, vacation leave, holiday pay, Public Employees Retirement System benefits, or health, life, dental, long-term disability or workers' compensation insurance benefits.

7. **Contractor Not Agent.** Except as City may specify in writing, Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Contractor shall have no authority, express or implied, to bind City to any obligation whatsoever.

8. **Designated Persons.** Only those qualified persons authorized by City's Project Manager, or as designated in Exhibit "A," shall perform work provided for under this Agreement. It is understood by the parties that clerical and other nonprofessional work may be performed by persons other than those designated.

9. **Assignment or Subcontracting.** No assignment or subcontracting by Contractor of any part of this Agreement or of funds to be received under this Agreement shall be of any force or effect unless the assignment has the prior written approval of City. City may terminate this Agreement rather than accept any proposed assignment or subcontracting. Such assignment or subcontracting may be approved by the City Manager or his/her designee.

10. **Time of Completion.** Except as otherwise specified in Exhibit "A," Contractor shall commence the work provided for in this Agreement within five (5) days of the Effective Date of this Agreement and diligently prosecute completion of the work in accordance with the time period set forth in Exhibit "A" hereto or as otherwise agreed to by and between the representatives of the parties.

11. **Time Is of the Essence.** Time is of the essence in this Agreement. Contractor shall do all things necessary and incidental to the prosecution of Contractor's work.

12. **Reserved.**

13. **Delays and Extensions of Time.** Contractor's sole remedy for delays outside its control, other than those delays caused by City, shall be an extension of time. No matter what the cause of the delay, Contractor must document any delay and request an extension of time in writing at the time of the delay to the satisfaction of City. Any extensions granted shall be limited to the length of the delay outside Contractor's control. If Contractor believes that delays caused by City will cause it to incur additional costs, it must specify, in writing, why the delay has caused additional costs to be incurred and the exact amount of such cost at the time the delay occurs. No additional costs can be paid that exceed the not to exceed amount stated in Section 2.a, above, absent a written amendment to this Agreement.

14. **Products of Contractor.** The documents, studies, evaluations, assessments, reports, plans, citations, materials, manuals, technical data, logs, files, designs and other products produced or provided by Contractor for this Agreement shall become the property of City upon receipt. Contractor shall deliver all such products to City prior to payment for same. City may use, reuse or otherwise utilize such products without restriction.

15. **Equal Employment Opportunity.** During the performance of this Agreement, Contractor agrees as follows:

a. Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, mental or physical disability, or any other basis prohibited by applicable law. Contractor shall ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, mental or physical disability, or any other basis prohibited by applicable law.

Such actions shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, a notice setting forth provisions of this non-discrimination clause.

b. Contractor shall, in all solicitations and advertisements for employees placed by, or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, mental or physical disability, or any other basis prohibited by applicable law.

c. Contractor shall cause the foregoing paragraphs (a) and (b) to be inserted in all subcontracts for any work covered by this Agreement, provided that the foregoing provisions shall not apply to subcontracts for standard commercial supplies or raw materials.

16. **Conflicts of Interest.** Contractor agrees that it shall not make, participate in the making, or in any way attempt to use its position as a consultant to influence any decision of City in which Contractor knows or has reason to know that Contractor, its officers, partners, or employees have a financial interest as defined in Section 87103 of the Government Code. Contractor further agrees that it shall not be eligible to work as the design/build firm for the project that is the subject of this Agreement.

17. **Indemnity.**

a. To the fullest extent permitted by law, Contractor agrees to indemnify, defend and hold City, its City Council and each member thereof, and the officers, officials, agents and employees of City (collectively the "Indemnitees") entirely harmless from all liability arising out of:

(1) Any and all claims under workers' compensation acts and other employee benefit acts with respect to Contractor's employees or Contractor's subcontractor's employees arising out of Contractor's work under this Agreement, including any and all claims under any law pertaining to Contractor or its employees' status as an independent contractor and any and all claims under Labor Code section 1720 related to the payment of prevailing wages for public works projects; and

(2) Any claim, loss, injury to or death of persons or damage to property caused by any act, neglect, default, or omission of Contractor, or person, firm or corporation employed by Contractor, either directly or by independent contract, including all damages due to loss or theft sustained by any person, firm or corporation including the Indemnitees, or any of them, arising out of, or in any way connected with the work or services which are the subject of this Agreement, including injury or damage either on or off City's property; but not for any loss, injury, death or damage caused by the active negligence or willful misconduct of City. Contractor, at its own expense, cost and risk, shall indemnify any and all claims, actions, suits or other proceedings that may be brought or instituted against the Indemnitees on any such claim or liability covered by this subparagraph, and shall pay or satisfy any judgment that may be rendered against

the Indemnitees, or any of them, in any action, suit or other proceedings as a result of coverage under this subparagraph.

b. To the fullest extent permitted by law, and as limited by California Civil Code 2782.8, Contractor agrees to indemnify and hold Indemnitees harmless from all liability arising out of any claim, loss, injury to or death of persons or damage to property to the extent caused by its negligent professional act or omission in the performance of professional services pursuant to this Agreement.

c. Except for the Indemnitees, the indemnifications provided in this Agreement shall not be construed to extend any third party indemnification rights of any kind to any person or entity which is not a signatory to this Agreement.

d. The indemnities set forth in this section shall survive any closing, rescission, or termination of this Agreement, and shall continue to be binding and in full force and effect in perpetuity with respect to Contractor and its successors.

18. Insurance.

a. Contractor shall carry workers' compensation insurance as required by law for the protection of its employees during the progress of the work. Contractor understands that it is an independent contractor and not entitled to any workers' compensation benefits under any City program.

b. Contractor shall maintain during the life of this Agreement the following minimum amount of comprehensive general liability insurance or commercial general liability insurance: the greater of (1) One Million Dollars (\$1,000,000) per occurrence; or (2) all the insurance coverage and/or limits carried by or available to Contractor. Said insurance shall cover bodily injury, death and property damage and be written on an occurrence basis.

c. Contractor shall maintain during the life of this Agreement, the following minimum amount of automotive liability insurance: the greater of (1) a combined single limit of One Million Dollars (\$1,000,000); or (2) all the insurance coverage and/or limits carried by or available to Contractor. Said insurance shall cover bodily injury, death and property damage for all owned, non-owned and hired vehicles and be written on an occurrence basis.

d. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits which are applicable to a given loss shall be available to City. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of Contractor under this Agreement.

e. Each policy of general liability and automotive liability shall provide that City, its officers, officials, agents, and employees are declared to be additional insureds under the terms of the policy, but only with respect to the work performed by Contractor under this Agreement. A policy endorsement to that effect shall be provided to City along with the certificate of insurance. In lieu of an endorsement, City will accept a copy of the policy(ies) which evidences

that City is an additional insured as a contracting party. The minimum coverage required by Subsection 18.b and c, above, shall apply to City as an additional insured. Any umbrella liability insurance that is provided as part of the general or automobile liability minimums set forth herein shall be maintained for the duration of the Agreement.

f. Contractor shall maintain during the life of this Agreement professional liability insurance covering errors and omissions arising out of the performance of this Agreement with a minimum limit of One Million Dollars (\$1,000,000) per claim. Contractor agrees to keep such policy in force and effect for at least five (5) years from the date of completion of this Agreement.

g. The insurance policies maintained by Contractor shall be primary insurance and no insurance held or owned by City shall be called upon to cover any loss under the policy. Contractor will determine its own needs in procurement of insurance to cover liabilities other than as stated above.

h. Before Contractor performs any work or prepares or delivers any materials, Contractor shall furnish certificates of insurance and endorsements, as required by City, evidencing the aforementioned minimum insurance coverages on forms acceptable to City, which shall provide that the insurance in force will not be canceled or allowed to lapse without at least ten (10) days' prior written notice to City.

i. Except for professional liability insurance coverage that may be required by this Agreement, all insurance maintained by Contractor shall be issued by companies admitted to conduct the pertinent line of insurance business in California and having a rating of Grade A or better and Class VII or better by the latest edition of Best Key Rating Guide. In the case of professional liability insurance coverage, such coverage shall be issued by companies either licensed or admitted to conduct business in California so long as such insurer possesses the aforementioned Best rating.

j. Contractor shall immediately notify City if any required insurance lapses or is otherwise modified and cease performance of this Agreement unless otherwise directed by City. In such a case, City may procure insurance or self-insure the risk and charge Contractor for such costs and any and all damages resulting therefrom, by way of set-off from any sums owed Contractor.

k. Contractor agrees that in the event of loss due to any of the perils for which it has agreed to provide insurance, Contractor shall look solely to its insurance for recovery. Contractor hereby grants to City, on behalf of any insurer providing insurance to either Contractor or City with respect to the services of Contractor herein, a waiver of any right to subrogation which any such insurer may acquire against City by virtue of the payment of any loss under such insurance.

l. Contractor shall include all subcontractors, if any, as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor to City for

review and approval. All coverages for subcontractors shall be subject to all of the requirements stated herein.

19. Termination. City may for any reason terminate this Agreement by giving Contractor not less than five (5) days' written notice of intent to terminate. Upon receipt of such notice, Contractor shall immediately cease work, unless the notice from City provides otherwise. Upon the termination of this Agreement, City shall pay Contractor for services satisfactorily provided and all allowable reimbursements incurred to the date of termination in compliance with this Agreement, unless termination by City shall be for cause, in which event City may withhold any disputed compensation. City shall not be liable for any claim of lost profits.

20. Maintenance and Inspection of Records. In accordance with generally accepted accounting principles, Contractor and its subcontractors shall maintain reasonably full and complete books, documents, papers, accounting records, and other information (collectively, the "records") pertaining to the costs of and completion of services performed under this Agreement. City and its authorized representatives shall have access to and the right to audit and reproduce any of Contractor's records regarding the services provided under this Agreement. Contractor shall maintain all such records for a period of at least three (3) years after termination or completion of this Agreement. Contractor agrees to make available all such records for inspection or audit at its offices during normal business hours and upon three (3) days' notice from City, and copies thereof shall be furnished if requested.

21. Compliance with all Laws/Immigration Laws.

a. Contractor shall be knowledgeable of and comply with all local, state and federal laws which may apply to the performance of this Agreement.

b. If the work provided for in this Agreement constitutes a "public works," as that term is defined in Section 1720 of the California Labor Code, for which prevailing wages must be paid, to the extent Contractor's employees will perform any work that falls within any of the classifications for which the Department of Labor Relations of the State of California promulgates prevailing wage determinations, Contractor hereby agrees that it, and any subcontractor under it, shall pay not less than the specified prevailing rates of wages to all such workers. The general prevailing wage determinations for crafts can be located on the website of the Department of Industrial Relations (www.dir.ca.gov/DLSR). Additionally, to perform work under this Contract, Contractor must meet all State registration requirements and criteria, including project compliance monitoring.

c. Contractor represents and warrants that it:

(1) Has complied and shall at all times during the term of this Agreement comply, in all respects, with all immigration laws, regulations, statutes, rules, codes, and orders, including, without limitation, the Immigration Reform and Control Act of 1986 (IRCA); and

(2) Has not and will not knowingly employ any individual to perform services under this Agreement who is ineligible to work in the United States or under the terms of this Agreement; and

(3) Has properly maintained, and shall at all times during the term of this Agreement properly maintain, all related employment documentation records including, without limitation, the completion and maintenance of the Form I-9 for each of Contractor's employees; and

(4) Has responded, and shall at all times during the term of this Agreement respond, in a timely fashion to any government inspection requests relating to immigration law compliance and/or Form I-9 compliance and/or worksite enforcement by the Department of Homeland Security, the Department of Labor, or the Social Security Administration.

d. Contractor shall require all subcontractors or subconsultants to make the same representations and warranties as set forth in Subsection 21.c.

e. Contractor shall, upon request of City, provide a list of all employees working under this Agreement and shall provide, to the reasonable satisfaction of City, verification that all such employees are eligible to work in the United States. All costs associated with such verification shall be borne by Contractor. Once such request has been made, Contractor may not change employees working under this Agreement without written notice to City, accompanied by the verification required herein for such employees.

f. Contractor shall require all subcontractors or sub-consultants to make the same verification as set forth in Subsection 21.e.

g. If Contractor or subcontractor knowingly employs an employee providing work under this Agreement who is not authorized to work in the United States, and/or fails to follow federal laws to determine the status of such employee, that shall constitute a material breach of this Agreement and may be cause for immediate termination of this Agreement by City.

h. Contractor agrees to indemnify and hold City, its officers, officials, agents and employees harmless for, of and from any loss, including but not limited to fines, penalties and corrective measures City may sustain by reason of Contractor's failure to comply with said laws, rules and regulations in connection with the performance of this Agreement.

22. Governing Law and Venue. This Agreement shall be construed in accordance with and governed by the laws of the State of California and Contractor agrees to submit to the jurisdiction of California courts. Venue for any dispute arising under this Agreement shall be in Orange County, California.

23. Integration. This Agreement constitutes the entire agreement of the parties. No other agreement, oral or written, pertaining to the work to be performed under this Agreement shall be of any force or effect unless it is in writing and signed by both parties. Any work performed

which is inconsistent with or in violation of the provisions of this Agreement shall not be compensated.

24. Notice. Except as otherwise provided herein, all notices required under this Agreement shall be in writing and delivered personally, by e-mail, or by first class U.S. mail, postage prepaid, to each party at the address listed below. Either party may change the notice address by notifying the other party in writing. Notices shall be deemed received upon receipt of same or within three (3) days of deposit in the U.S. Mail, whichever is earlier. Notices sent by e-mail shall be deemed received on the date of the e-mail transmission.

“CONTRACTOR”

Advantec Consulting Engineers, Inc
1200 Roosevelt
Irvine, CA 92620
Attn.: Carlos A. Ortiz, CEO

Telephone: 949-861-4999
E-Mail: cortiz@advantec-usa.com

“CITY”

City of Orange
300 E. Chapman Avenue
Orange, CA 92866-1591
Attn.: Larry Tay, City Traffic Engineer

Telephone: 714-744-5525
E-Mail: ltay@cityoforange.org

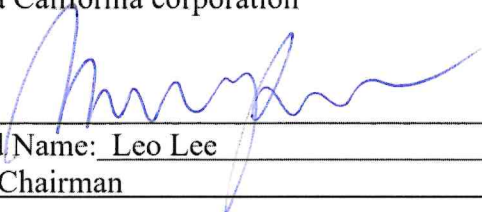
25. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Signatures transmitted electronically shall have the same effect as original signatures.

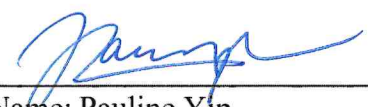
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IN WITNESS of this Agreement, the parties have entered into this Agreement as of the year and day first above written.

"CONTRACTOR"

ADVANTEC CONSULTING ENGINEERS, INC., a California corporation

*By: 
Printed Name: Leo Lee
Title: Chairman

*By: 
Printed Name: Pauline Yip
Title: CFO

"CITY"

CITY OF ORANGE, a municipal corporation

By: _____
Daniel R. Slater, Mayor

ATTEST:

Pamela Coleman, City Clerk

APPROVED AS TO FORM:

Nathalie Adourian, City Attorney

- *NOTE:**
- City requires the following signature(s) on behalf of the Contractor:
(1) the Chairman of the Board, the President or a Vice-President, AND (2) the Secretary, the Chief Financial Officer, the Treasurer, an Assistant Secretary or an Assistant Treasurer. If only one corporate officer exists or one corporate officer holds more than one corporate office, please so indicate. OR
 - The corporate officer named in a corporate resolution as authorized to enter into this Agreement. A copy of the corporate resolution, certified by the Secretary close in time to the execution of the Agreement, must be provided to City.

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EXHIBIT “A”

SCOPE OF SERVICES

[Beneath this sheet.]

SECTION III

SCOPE OF WORK

RFP NO. 24-25.24

SECTION III: SCOPE OF WORK

All work shall be conducted on an as needed basis when requested in writing by the City Traffic Engineer or designated representative and according to the timeframe specified by the City. Work performed by the Consultant that has not be specifically identified and authorized by the City, will not be compensated.

The scope of work includes, but is not limited to:

- Traffic studies for capital projects
- Traffic and/or parking study review for private developments
- Traffic signal design
- Traffic control plan preparations
- Plan check for capital/development projects and traffic control plans
- Street light design and plan check
- Signing and striping plan preparation and plan check
- Traffic signal and street lighting construction inspection
- Construction management and construction engineering
- Technical support for funding and grant application
- Grant funding oversight
- Intelligent transportation systems (ITS) design
- Traffic signal timing and coordination studies
- Traffic counts and data collection
- Neighborhood traffic calming studies, warrant studies, and traffic investigations
- Special studies, civil design, and on-site support services may be requested
- General municipal traffic engineering services

The City of Orange manages 160 traffic signals, over 8,000 streetlights, over 20 miles of fiber optic network, the Traffic Management Center (TMC), radar feedback signs, pedestrian crossing and overhead flashers, and other devices to facilitate the safety of the public and efficiency of traffic. The City of Orange expects consulting firms to have thorough knowledge in traffic signal, ITS systems, street light design to perform required services. Firms are also expected to understand federal/state/local funding and policies, as well as Orange County Transportation Authority (OCTA) Comprehensive Transportation Funding Program (CTFP) requirements. The ideal firm(s) will have expertise in the areas above or may specialize in one or more subareas and will be capable to provide technical services associated with the general traffic engineering needs of the City of Orange.

All design work and improvement plan check services shall be performed by or under the responsible charge of a California License Professional Engineer (Civil, Traffic, and/or California License Land Surveyor as applicable) eligible to prepare and sign such plans. Successful firms will be required to enter into the City's standard professional services agreement (attached) and obtain an Orange business license. Any changes requested to the City's standard agreement must be noted in the response to the RFP for the City's consideration.

Each specific assignment under an on-call engineering services contract will be compensated on either lump sum or time-and-materials basis. The method of compensation will be specified in writing by the City at the time the assignment is given.

Generally, response times related to plan checks for the initial review shall be completed within **ten (10) working days**, unless otherwise directed by the City. Each subsequent plan check shall be completed within 5 working days unless otherwise directed by the City.

The scope of work will vary by project, and will be further defined in a project specific request by the City of Orange, but may generally include the following:

- **Design Plans** – Develop or assist with development of final design plans associated with traffic signals and street light systems. These plans include, but are not limited to: traffic signal plans, Intelligent Transportation Systems plans, traffic signal interconnect plans, and street light plans.
- **Program Management / Construction Management / Construction Inspection** – Services related to the City's Capital Improvement Program, which will typically include traffic signal and street light improvements, but may also include ancillary roadway rehabilitation, roadway widening, ADA access and handicap ramps, parkways, drainage and drainage structures, storm drain utilities, signage and striping, parks, and other miscellaneous facilities. A thorough understanding of the NPDES regulations and grant regulations, including Federally funded program compliance is required. Project manager and inspector must be able to coordinate with outside agencies such as adjacent cities, Caltrans, and various utility companies.
- **Transportation Analysis** – Specialized traffic studies to assess proposed projects within a short time frame. Typical studies would include travel demand or traffic forecasting of proposed roadways, street widening or intersection improvement projects. Studies will analyze diversion of traffic due to substantial long term construction projects. Analysis will incorporate pedestrian and bicycles. Additional studies could be needed to provide technical support for grant and funding applications.
- **Traffic Signal Corridor Coordination Studies** – Conduct studies that analyze the performance of traffic signal timing on street corridors. These studies shall include before and after analysis to quantify the level of improvement to the expected as a result of the project.
- **Simulation Modeling** – Provide computer simulation of corridors or road networks as needed utilizing microsimulation software. Training may also be included with these projects.
- **Traffic Counts** – Perform data collection as needed within short time frames including ADT's, 12-hour counts, intersection turning movement counts, occupancy rates, speed/delay runs, pedestrian and bike counts, parking turnover, etc.
- **Statewide Planning Efforts** – Specialized studies and analysis in support of various regional and statewide initiatives involving traffic signal improvements, timing, and coordination.
- **Research and Outreach** – Assist staff in producing reports and making presentations on transportation related topics.
- **Neighborhood Traffic Calming** – Assist staff in processing requests for traffic calming measures. This includes but is not limited to street and neighborhood evaluation, data collection, recommendations, design, and coordination/communication with residents.
- **Review for Private Developments** – Assist staff in reviewing plans and reports for private development projects. This includes but is not limited to: traffic signal plans, striping plans, street light plans, and various traffic studies. Coordination with project owners or design teams on behalf of the City may be requested.

Deliverables

The specific scope of work for each task/project will be provided in a written transmittal from a City of Orange representative along with, in most cases, a follow-up phone call and, if necessary, a meeting to discuss the specific needs of the assignment. Within five business days of receipt of transmittal, the Consultant will be expected to provide the City with a proposed level of support along with a NOT TO EXCEED cost. A fully-executed amendment to the on-call contract may be required along with an authorization to proceed prior to commencement of work.

Consultant is expected to have a close working relationship with City staff and remain very accessible throughout the contract duration. The Consultant shall act as an extension of City staff.

A member of the consulting firm will be required to attend meetings with other jurisdictions, City departments, or public outreach events if an individual project requires extra coordination.



The following summarizes **key team members** including their years of experience, responsibility, availability, and current/on-going projects.

Key Team Members	Current/On-going Projects
CARLOS ORTIZ, PE, TE, PTOE YEARS OF EXPERIENCE: 36 RESPONSIBILITY: PROJECT DIRECTOR responsible for ensuring staff availability and resources throughout the life of the project. AVAILABILITY: 60%	- CVAG Regional Traffic Signal Synchronization, Phase II and III (Coachella Valley, CA) - On-Call Traffic Engineering Services (Riverside County, CA) - US 50 Intelligent Transportation System (Placerville, CA)
JOHN DORADO, PE YEARS OF EXPERIENCE: 26 RESPONSIBILITY: PROJECT MANAGER will be responsible for coordination, deliverables, and to support City staff. TASK LEADER for Traffic & Transportation Studies; 3rd Party Traffic Study Review AVAILABILITY: 75%	- Traffic Signal Upgrades (HSIP Cycle 9) Project (Oceanside, CA) - On-Call Traffic Engineering Services (Claremont, CA, Riverside County, CA, and Huntington Beach, CA) - Citywide ITS/Adaptive-Responsive Traffic Control Upgrade (Monterey Park, CA) - HSIP Cycle XI Citywide LPI Signal Timing Implementation and Engineering Design Project (Riverside, CA)
MADELEINE ORTIZ YEARS OF EXPERIENCE: 9 RESPONSIBILITY: ASSISTANT PROJECT MANAGER will be responsible for coordination, deliverables, and to support City staff. AVAILABILITY: 70%	- Citywide ITS/Adaptive-Responsive Traffic Control Upgrade (Monterey Park, CA) - HSIP Cycle XI Citywide LPI Signal Timing Implementation and Engineering Design Project (Riverside, CA) - Citywide ITS/Adaptive Upgrade (Alhambra, CA)
JOHN COX YEARS OF EXPERIENCE: 26 RESPONSIBILITY: TASK LEADER for Traffic Interconnect/ Communications/ITS Design and PS&E AVAILABILITY: 70%	- CVAG Regional Traffic Signal Synchronization, Phase II and III (Coachella Valley, CA) - On-Call Traffic Engineering Services (Riverside County, CA) - US 50 Intelligent Transportation System (Placerville, CA)
JOSE GUEDES, TE YEARS OF EXPERIENCE: 35 RESPONSIBILITY: TASK LEADER for Traffic Signal Operations AVAILABILITY: 70%	- Olympiad-Felipe RTSSP (Mission Viejo, CA) - On-Call Traffic Engineering Services (Glendora, CA) - Citywide ITS/Adaptive Upgrade (Alhambra, CA) - Citywide Signal Assessment and Master Plan (Upland, CA)
JONATHAN DELGADO, PE YEARS OF EXPERIENCE: 12 RESPONSIBILITY: TASK LEADER for Traffic Control And Plan Check Review & Grant Applications AVAILABILITY: 70%	- On-Call Traffic Engineering Services (Claremont, CA, Riverside County, CA, and Huntington Beach, CA) - CVAG Regional Traffic Signal Synchronization, Phase II and III (Coachella Valley, CA) - Citywide Engineering and Traffic Survey (Glendora CA)
CHRIS BUSCARINO, PE YEARS OF EXPERIENCE: 35 RESPONSIBILITY: TASK LEADER for Civil Design and Drainage AVAILABILITY: 65%	- Mission Inn Roadway Improvements (Riverside, CA) - County of Riverside On-Call Traffic Engineering (Riverside County, CA) - Rosemead Blvd at I-10 Fwy Westbound Ramps (Rosemead, CA)

G.1.1 OUR SUBCONSULTANTS

We bring outstanding professional firms to support us on this project, as needed. The table below indicates the professional services that will be provided by each subconsultant and each firm's contact information.

Counts Unlimited, Inc PO Box 1178, Corona, CA 92878 Mr. Abe Campos; Ph: 951-268-6268 counts@countsunlimited.com DIR 1000540799	Services to be Provided: Traffic data collection including Speed Survey, ADT, turning movements, and travel time data Support
 Counts Unlimited, Inc. specializes in traffic data collection and has been serving the Southern California area for the past 28 years. Their primary goal is to provide accurate and comprehensive traffic data collection services at a reasonable cost to the transportation engineering community throughout Southern California.	



CL Survey & Mapping, Inc. | 400 East Rincon Street, Suite 202,
Corona, CA 92879 | Mr. Lam Le, PLS; Ph: 909-484-4200
lam@cl-survey.com | DIR 1000007166

Services to be Provided: Topographic Survey, Mapping, Right-of-Way Engineering, Legal Descriptions, and Easements Support



CL Survey & Mapping, Inc. was founded in 2007 by Lam Le, PLS and Dan Calvillo, PLS. CL Surveying & Mapping is a **Certified DBE, MBE and SBE** Land Surveying Firm. Their teams of qualified and experienced licensed surveyors that prepare Records of Survey, Engineering Drawings, Stake-out Services, As-built Surveys, Parcel Maps & Parcel Map Exemption Applications (Lot Line Adjustments), Tract Maps, Legal Descriptions, ALTA Surveys.

CR Associates | 714 W Olympic Blvd., Ste. 609| Los Angeles,
CA 90015 | Mr. Trevor Briggs, PE; Ph: 949-205-7250
tbriggs@cramobility.com | DIR 1000020628

Transportation Planning /Grant Application Assistance/Vehicle Miles Traveled (VMT) Analysis



Chen Ryan Associates, Inc., provides a fully multimodal approach for every project. Thier services include traffic engineering, traffic operations, CEQA/VMT Analysis, mobility studies, parking analysis, grant applications, active transportation planning & design, roadway, drainage, and complete streets.

G.2 OUR RANGE OF SERVICES

ADVANTEC provides the full range of services that meets and exceeds the requirements for this on-call contract.

Traffic Engineering and Intelligent Transportation System (ITS) Design Services

ADVANTEC has an outstanding reputation in traffic engineering and ITS planning and design. Members of the firm have extensive project experience working directly for municipal, county, state, and federal agencies and providing consulting services to private clients. ADVANTEC's specific traffic engineering and ITS design services include:

- ✓ Signing and Stripping
- ✓ Stage Construction/Traffic Handling
- ✓ Traffic Signal Systems
- ✓ Traffic Signal Communication Systems
- ✓ Intelligent Transportation Systems
- ✓ Traffic Surveillance Systems
- ✓ Ramp Metering Systems
- ✓ Dynamic Message Signs
- ✓ Video Surveillance/Detection Systems
- ✓ Signal Timing and Coordination
- ✓ Lighting Systems
- ✓ Utility Relocation Coordination
- ✓ Traffic Management Centers
- ✓ Agency Permitting
- ✓ Shop Drawings Review
- ✓ Preparation of Record Drawings
- ✓ Contract Administration
- ✓ Shop Drawings Review
- ✓ Construction Management
- ✓ Construction Inspection

Traffic Studies and Transportation Planning

ADVANTEC emphasizes traffic planning and design techniques to satisfy the requirements of a study site's traffic while minimizing the impact on non-site traffic. This is accomplished by utilizing any or all of the following external study site traffic analyses:

- ✓ Before & After Travel Demand
- ✓ Traffic Impact Analysis
- ✓ Intersection Level Of Service Analysis
- ✓ Bicycle/Equestrian/Pedestrian
- ✓ Trail Systems
- ✓ Traffic Signal System Evaluation
- ✓ Circulation Analysis
- ✓ Parking Analysis
- ✓ Engineering and Speed Survey
- ✓ Conceptual Plans
- ✓ Safe-Route to School
- ✓ Traffic Signal Communication Master Plan
- ✓ Traffic Signal Warrants
- ✓ Lane Storage Analysis
- ✓ Sight Distance Analysis
- ✓ Community Outreach

Traffic Signal Timing, Coordination and Operations

ADVANTEC strives to improve traffic progression and minimize travel delays for the public. When it comes to signal timing, coordination, and operations, we review all critical traffic signal, timing parameters, and detector attributes and settings to ensure optimal and safe traffic signal operation at all project intersections for both coordinated and free operation. Some of the key traffic signal synchronization elements include:

- ✓ Signal Timing
- ✓ Signal Operations
- ✓ Signal Implementation
- ✓ Signal Synchronization
- ✓ Signal Optimization and Fine Tuning
- ✓ Before and After Studies
- ✓ Measurements of Effectiveness
- ✓ Arterial Level of Service
- ✓ Greenhouse Gas Emissions Reporting
- ✓ Minimum Greens
- ✓ Pedestrian crossing distance
- ✓ Pedestrian crossing speed
- ✓ Yellow times and All-red times
- ✓ Detection parameters

Transportation, Municipal and Civil Engineering

ADVANTEC's transportation, municipal and civil engineering team has an outstanding reputation for providing our clients with complete, thorough, and constructible designs. Our senior engineers are on the leading edge of roadway design, and bring recent experience with complete streets, active transportation, and road diets. Our experience includes work on:



- | | | |
|--|--|-----------------------------------|
| ✓ Freeway/Interchange Design | ✓ Project Study Reports, Project Reports, Fact Sheets and FNM-76 | ✓ Bicycle & Pedestrian Facilities |
| ✓ Arterial Highway Design | ✓ Storm drain and Drainage Design | ✓ Transit facilities |
| ✓ Pavement Rehabilitation | ✓ Grade Separation and Railroad Grade Crossing | ✓ Intersection Improvements |
| ✓ Site Development | ✓ Roadway Safety Audit | ✓ Complete Streets |
| ✓ ADA Ramp and Sidewalk Obstruction Retrofit | | ✓ Active Transportation |
| | | ✓ Value Engineering |

Other Professional Services

ADVANTEC has extensive experience providing other professional services to our public and private clients as part of small- and large-scale project delivery, including:

- | | | |
|---------------------------------------|------------------------------|---|
| ✓ Project Coordination | ✓ Construction Management | ✓ 2-D and 3-D Simulations |
| ✓ Utility Notification & Coordination | ✓ Grant Application Services | ✓ Plan Check Services |
| ✓ Staff Augmentation | ✓ Renderings | ✓ Traffic / Transportation Studies Review |
| | ✓ City Council Presentation | |

G.3 Project Specific Experience

We have prepared the following matrix outlining similar current projects and recently completed projects and their associated elements of work.

PROVEN EXPERIENCE FOR EVERY MAJOR MUNICIPAL TRAFFIC/TRANSPORTATION PLANNING & ENGINEERING NEEDS	Grant Applications	Transportation / Traffic Studies / Traffic Calming	Conceptual / Preliminary Design	Street Improvements	Signing and Striping	Traffic Signals Improvements	ITS Planning & Design	Traffic Signal Timing & Synchronization	Stage Construction / Traffic Handling	Construction Support	Plan Checking Services	On-Call / As-Needed Services
City of Orange On-Call Traffic Engineering Services	✓		✓			✓	✓	✓		✓		✓
City of Mission Viejo Public Works/ Public Services Professional Consultant	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓
City of Mission Viejo Design Services for Olympiad Rd-Felipe Rd TSSP			✓			✓	✓	✓		✓		✓
OCTA Los Alisos Blvd Route RTSSP			✓			✓	✓	✓		✓		✓
City of San Clemente On-Call Traffic Engineering Services		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
City of Anaheim On-Call Traffic Engineering Services			✓	✓	✓	✓	✓			✓		✓
City of Irvine On-Call Traffic Engineering Services			✓	✓	✓	✓	✓			✓		✓
City of Huntington Beach On-Call Traffic Engineering Services			✓		✓	✓	✓	✓		✓		✓
City of Laguna Beach On-Call Traffic Engineering Services		✓	✓									✓
City of Newport Beach On-Call Traffic Engineering Services			✓		✓	✓	✓	✓		✓		✓
City of Claremont On-Call Traffic Engineering Services	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
City of Pomona On-Call Traffic Engineering Services		✓	✓		✓	✓	✓	✓	✓	✓		✓
City of Palm Desert On-Call Traffic Engineering Services		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓
Riverside County On-Call Traffic Engineering Services	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓



G.4 PROJECT MANAGEMENT APPROACH

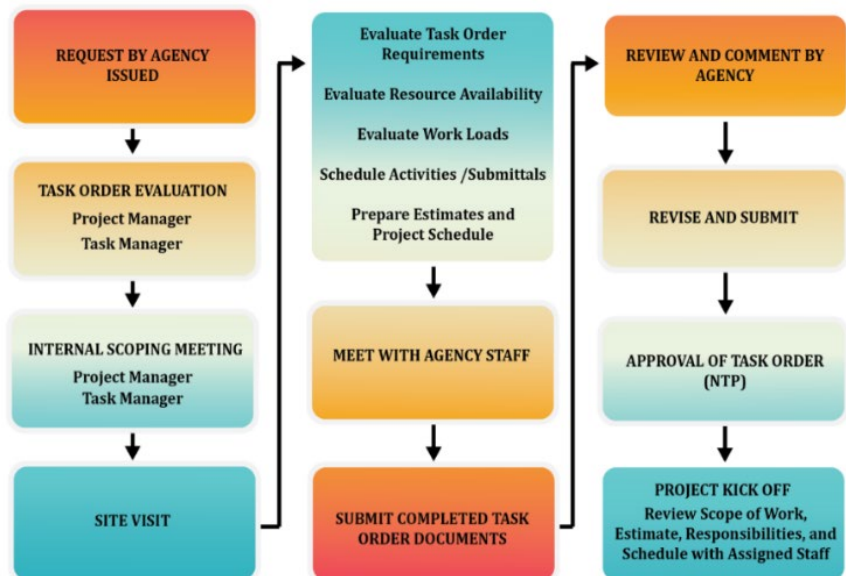
ADVANTEC's proposed project team is committed to providing high-quality, responsive Traffic Engineering Services, Traffic Signal Operations Services, Transportation Engineering Services and Traffic Signal interconnect System Support to the City of Orange. With a deep understanding of the City's unique transportation challenges and opportunities, ADVANTEC's objective is to leverage our extensive technical expertise and innovative solutions to address current and future transportation needs. We aim to be a trusted partner to the City, offering comprehensive support throughout all phases of each project, from initial planning and design to implementation and ongoing maintenance. Our approach is centered around facilitating smooth project execution, ensuring that each project is completed on time, within budget, and to the highest standards of quality and efficiency. By integrating cutting-edge ITS technologies and advanced traffic engineering principles, we strive to enhance Orange's transportation infrastructure's safety, mobility, and sustainability, ultimately improving its residents' and visitors' quality of life.

Project Management Work Plan Process and Methodology

Our Project Manager, **Mr. John Dorado, PE**, and key task leaders are expected to serve in their respective roles throughout the agreement. ADVANTEC has significant experience working on simultaneous tasks for clients under as-needed contracts and on multiple tasks associated with larger projects. This is the nature of our business, and Mr. Dorado has demonstrated his ability to manage and maintain budgets and schedules while working on concurrent projects. Mr. Dorado will be the city's primary point of contact. He will be supported by experienced California registered Civil and Traffic Engineers and other qualified professionals capable of managing day-to-day tasks under this contract.

Typical Project Methodology

ADVANTEC's approach providing professional consultant services is based on years of project experience completing On-Call Traffic Engineering Services for public agencies across Southern California. Through this experience we have developed a logical, efficient approach that blends basic principles of traffic, transportation, and civil engineering with our fresh, creative thought process. Our methodology approach will provide us with cost control measurements, development of quality products, and ability to meet the task order or project schedule. In addition, our methodology approach offers the entire team our communication, cooperation, commitment, responsiveness, and requirement process on each project or task order. The graphic on this previous page



illustrates our process once a task order is requested. One key element to our success is communication with the City's Project Manager from task order beginning to end to make sure that the City stays current on design issues. We understand the importance of responding quickly so that accurate decisions can be made. Recognizing that each project will develop its own challenges and unique tasks based on location, and that the breadth of study area and design issues will vary from project to project, we generally follow a similar approach when initiating a project task:

- 1) **Understand the City's Goals:** In order to be successful on any project, it is vital that the Project Manager and Task Leaders understand the final product. We will meet with City of Orange staff to learn what the important issues are on each task order. We will understand the budget, schedule, and scope of work before planning the project so that we can begin to formulate a detailed scope of work and identify critical path issues.
- 2) **Prepare a Detailed Work Plan:** We will define all project tasks, their relationship with one another, and their associated time frame for completion. We will develop a list of needs to identify specialized expertise required to maintain the schedule and complete tasks. Budgets will be established for each task to ensure the project team stays on track. We will provide City staff with a detailed Project Schedule. In addition, we will provide the City of Orange with our Project Management Plan, Quality Control/Quality Assurance Plan, and Resource Plan.



Project Execution

Following notice to proceed, we will coordinate resources, oversee the completion of technical tasks, and keep the project team and stakeholders informed of the project's status and any new findings. Our Project Manager will continuously monitor the project's progress, budget, and schedule to identify areas requiring attention. Virtual meetings will be held with the City's project manager and key stakeholders every month to identify issues early and inform everyone of the project's status. ADVANTEC uses various project management tools to give all team members and City staff access to archived deliverables, milestone schedules, to-do lists, and a history of project communications, further fostering a collaborative working environment.



Final Project Delivery and Closeout

As each project or task order ends, Mr. Dorado will confirm that all final deliverables have been provided. These include all digital files and hard copies in the City's preferred format. Final invoices will be processed quickly to facilitate contract administration.

Experience Working with Concurrent Task Assignments

ADVANTEC takes great pride in our long-standing history of providing as-needed and extension of staff services for public sector clients. In Southern California, we have provided these services for the cities of Orange, Corona, Huntington Beach, Irvine, Mission Viejo, San Clemente, Anaheim, Newport Beach, Laguna Beach, Claremont, Pomona, Diamond Bar, Long Beach, Lawndale, County of Riverside, County of Los Angeles, and Caltrans, as well as several other public agencies throughout California. Our staff is accustomed to meeting demanding project schedules by pooling our resources from skilled staff throughout the region, when necessary, to ensure our clients are provided the highest quality of service and on-time performance. We balance our workload, availability, and deliverables every week. Our key personnel and support staff have similar management, planning and design experience; therefore, we can work on concurrent tasks, and have the flexibility to bring other staff together to meet project deliverables.

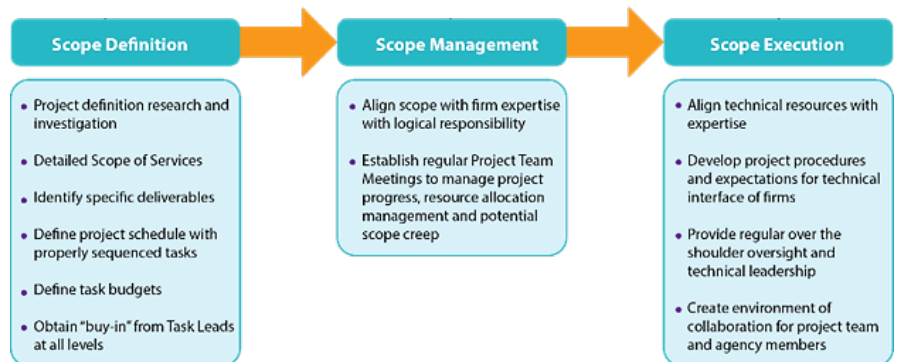
G.5 PROJECT MANAGEMENT TOOLS

A strong project management and communication plan is critical to contract/project success. Providing access to the right team at the right time is essential to any on-call contract. Through experience on other on-call contracts, we will provide seamless execution on each and every project or task order. Our project management communication plan establishes the chain of command for the team involved in any and all task orders, providing well-defined roles and responsibilities.

Our Project Manager, Mr. John Dorado, PE, is the single point of contact for all task order initiation and contract discussions. The Entire Team is Highly Experienced in On-Call and Task Order-Driven Contracts. We understand the need to be responsive to the requirements of such contracts with fast mobilization, as demonstrated through our ability to complete task orders through previous On-Call Contracts with other agencies.

To ensure a fast response with the right resources on task orders, our project manager will meet regularly with City of Orange staff to discuss upcoming projects or tasks that may require consulting services through this contract. Upon issuance of a task order, our Project Manager and selected ADVANTEC Team members will meet with the responsible City's personnel to define the project scope. A detailed work plan will then be developed by the ADVANTEC team, reviewed, negotiated, and approved by the contract and/or project managers. This establishes the work parameters and defines the scope of work, schedule, budget, and deliverables for each task order.

As part of the project management plan, we ensure our deliverables are of the highest quality before being submitted to the City. They must initially pass our internal quality review process which consists of a series of separate internal reviews before any project deliverable is provided for review to a Client. Following the City's review, the comments are addressed, and the process is repeated. ADVANTEC's internal program to track progress, maintain quality control, and schedule are led and orchestrated by the Project Manager with all project personnel participating directly in the process as independent reviewers.





Internet Based Tools and Project Management Software

ADVANTEC utilizes the Microsoft Suite of software including OneDrive which provides online access for all software that we typically utilize, such as Outlook for email, Word, Excel, PowerPoint, others. We also use Ajera for project management and accounting software to track tasks and budgets.



In addition, ADVANTEC's latest strategy to maintain coordination, task order status, and deliverables is to create and maintain a **file-sharing portal** to be used for project correspondence, file transfer and repository, and schedule management. This helps all staff internally and provides a singular location where the City can go to find status on all task orders, action items, deliverables, outstanding items, schedule, and next steps. We are currently using Microsoft Teams on similar projects, which has been effective. We will discuss this platform and our options with the City prior to implementation.

G.6 QUALITY ASSURANCE/QUALITY CONTROL

The ADVANTEC Team's QA / QC Program is a continuous process used not just at project milestones, but also on a daily basis as workflows from desk to desk, discipline to discipline and consultant to client. Our Project Manager and task leaders will oversee their staff on a daily basis. We will identify key contacts for ease of inquiries regarding project status. Mr. Dorado will work with the management and implementation of our QA/QC plan. A sampling of these policies and procedures is identified below.

Policy	Approach
Defined roles and responsibilities of key staff	Specify individual responsibilities for each of the positions in the QA/QC organization structure; QA/QC training for all project staff holds overall team QA/QC kick off meeting to review QA/QC plan and expectations.
Dissemination and retention of pertinent reference information	Establish process for flow of project documentation to key staff and document control procedures (e.g., scope of work, invoice/progress reporting, meeting minutes/action items, deliverables, etc.).
Expectations of internal/external Project Team and design interface meetings	Develop consistent meeting minutes, action item tracking, and issue resolution log format.
Expectations for regular "over the shoulder" reviews by Discipline/Task Manager	Define protocols for continuous review process during plan/document preparation to ensure multiple discipline involvement.
Inter-disciplinary coordination and shared work elements	Establish weekly or biweekly planning and design meetings. Inter-disciplinary exchange of plans prior to milestone submittals for joint review ensuring plan and work consistency.
Milestone checking of calculations, reports, and plans	- Assign qualified, experienced independent review staff. - Perform checking, revisions and back checking in a coordinated manner considering standards, project scope, technical accuracy, format, presentation, and previous review comments.
Quality Control Review Checklists	Require all design disciplines to implement pertinent checklists in the preparation of project deliverables.

G.7 OUR ABILITY TO MEET PROJECT SCHEDULE AND BUDGETS

Project controls provide the critical information needed to manage a Project or Task Order through to completion on schedule and to ensure that projects or task orders are completed within budget. The following project control measurements are used by our Project Manager and Task Leaders.

Schedule Control - We understand the importance of a project schedule as a critical tool in the management of a project. There are several key elements that maximize the effectiveness of our Microsoft project schedule including:

- Information should be easily communicated and understood;
- Commitment is obtained from each functional leader and the project team;
- Inter-relationship of tasks is shown, including internal QC/QA and agency review periods;
- Easy and flexible to update; and
- Office wide correlations of staffing and project commitments are considered.

Specific critical path items or key critical decisions that affect project deliverables will be identified on a continual basis to ensure the project schedule is met. We will promptly notify the City of any changes in anticipated project progress. This approach also allows the City to schedule staffing for their reviews in advance and avoid any rescheduling that would delay other projects.



Budget Control - The project scope of work will serve as the basis for the development of work breakdown structure (WBS) and the project schedule. A budget expressed in hours and dollars will be established for each task and subtask in our project cost accounting system (AJERA). **Our Project Manager and ADVANTEC's Task Leaders** have real-time access to this cost data from his desktop computer enabling continuous monitoring of project costs. The WBS budget and schedule will be combined into a time phased budget to allow for measuring progress and comparing planned versus actual expenditures. Earned values will be computed for all activities and assessment of budgeted cost of work scheduled, budgeted cost of work performed, actual cost of work performed and estimates to complete will be developed. This data will be reviewed with our key task leaders to allow for continuous monitoring, identify early warnings of budget or schedule issues and develop required corrective actions to mitigate any potential schedule delays. A complete Monthly Progress Report will be prepared aligned with each task order and will describe work completed that period, work to be completed in the subsequent period and identification of significant schedule or cost matters that are of critical nature.

G.8 ABILITY TO MANAGE AND DRAW UPON MULTI-DISCIPLINARY STAFF TO ADDRESS REQUESTED SERVICES

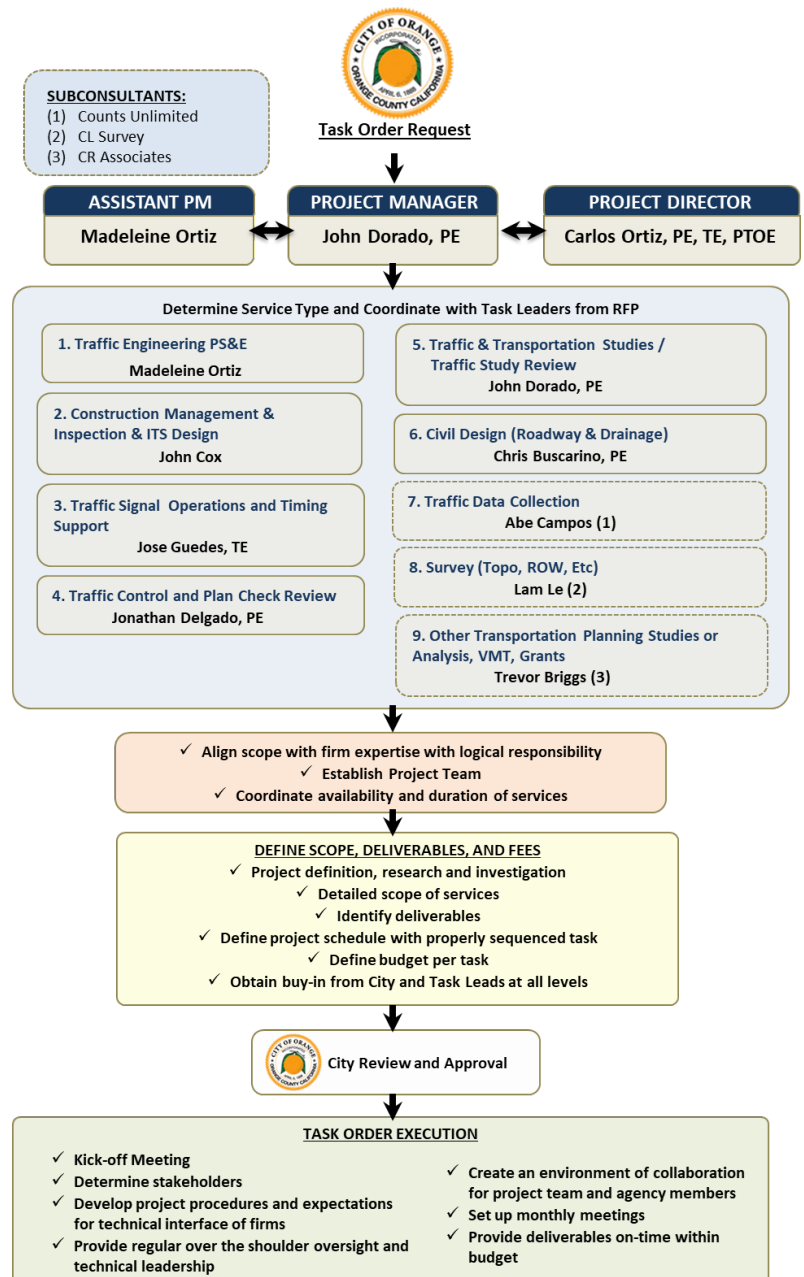
The ADVANTEC Team's management approach has been proven on past similar On-Call Services to be effective in meeting or exceeding client goals for completing assigned projects on or ahead of schedule and within or below budget. Comprehensive work planning and developing a proactive project team relationship will be critical to the successful management and delivery of this project. Depending on the requested task or service, the ADVANTEC Team has a depth of resources that will meet the City's needs. The assigned staff includes personnel from ADVANTEC and our subconsultants. **The figure shown illustrates our project organization and task order request process with the City, our project team, key personnel, and subconsultants.** Key elements of ADVANTEC's management approach include the following:

UNDERSTANDING CITY'S OBJECTIVES

Prior to initiating our efforts, the ADVANTEC Team will have a thorough understanding of the City of Orange objectives in order to successfully meet the project milestones. Our Project Director, Project Manager, and Task Leaders will work closely with the City of Orange to identify specific goals, objectives, and critical issues. Based on the requested service, ADVANTEC will coordinate with our staff, key personnel, and subconsultants to determine the required discipline(s) to complete the task(s).

COMMITMENT TO PROVIDE RESOURCES

ADVANTEC is committed to providing our Key Staff and Support Staff as indicated in our Organizational Chart. Our Team has the ability and expertise to perform the proposed work within the time limits of the project, considering their current and projected workload and assignments. Our senior management Team meets weekly to discuss projects and number of hours assigned to each of our staff and to ensure our deliverables are submitted on time and in some cases, if we need to expedite the deliverables. The proposed





key team members are intended to serve in their respective roles throughout the duration of the agreement.

CRITICAL PATH METHOD SCHEDULING

On a monthly basis, our Project Manager will submit an updated four-week horizon schedule reflecting planned work. Our Project Manager will promptly notify the City's Project Manager of any changes in anticipated project progress and will submit an updated detailed Project Schedule to the City. Specific critical path items or key critical decisions that may affect the project will be identified on a continual basis to ensure the project schedule is met. This approach also allows the City to schedule staffing for its reviews in advance and avoid any rescheduling that would delay other projects.

SECTION H: WORK PLAN

H.1 PROJECT UNDERSTANDING

The City of Orange intends to contract with a qualified firm to provide professional On-Call Traffic Engineering Services for a contract term of three (3) years, with the possibility of two (2) additional annual renewals. ADVANTEC will provide, at a minimum, all of the services outlined in the RFP. The ADVANTEC Team includes senior licensed Civil, Traffic, and Electrical Engineers with experience providing full-spectrum services for the City to utilize as-needed under this contract.

ADVANTEC has experience working with the City of Orange under their On-Call Traffic Engineering Services contract, where we provided PS&E for the Katella Avenue Signal Network Extension Project. The improvements included new fiber optic cable, ethernet switches, controllers, CCTV cameras, wireless radios, controller cabinets, battery back-up systems, service enclosures, and GPS EVPs. Under the on-call contract, we prepared the grant application and secured funding for the Tustin Avenue-Rose Drive Regional Traffic Signal Synchronization Project (RTSSP) via OCTA's Project P program; and we provided design and signal operations services for the Katella Avenue Signal Network Extension project. In addition, we worked with the City of Orange on the Garden Grove Boulevard RTSSP, where we work closely with City staff through the planning, design, and implementation of traffic signal, ITS, and signal timing improvements on this design-build project. With this experience, ADVANTEC has a thorough understanding of the City's roadways, traffic, and transportation system, including their signal timing and operations.

H.2 EXPERIENCE AND APPROACH TO PERFORM SIMILAR ON-CALL TRAFFIC ENGINEERING TASK ORDERS

It is anticipated that under this On-Call contract, ADVANTEC will provide professional services as indicated in the RFP including, but not limited to, the following items listed below. The table below highlights our experience, approach and/or preparation to deliver specific project assignments or Task Orders that is anticipated under this contract.

Requested Scope of Services	ADVANTEC's Experience and Approach to Perform the Work
Traffic Engineering Design Plans	- ADVANTEC will prepare plans, specifications, and estimates (PS&E) for all traffic/transportation engineering related projects, such as street lighting, signing and striping, traffic control, traffic signal, active transportation, ITS and civil design. - The design plans will include all base mapping, as-built information and utilities, and all existing and proposed traffic signal poles and equipment, communication infrastructure, battery backup systems, signal heads, pedestrian heads, video detection cameras, detection, pole schedules, conductor schedules, construction notes, and any details necessary to facilitate the installation and construction of the project improvements. - ADVANTEC will prepare the project Technical Specifications and Bid Documents for the associated improvements based on Caltrans Standard Specifications and Standard Plans, latest City-approved Standard Specifications for Public Works Construction and the latest City Design Criteria and Manuals, Standard Special Provisions and Standard Drawings, and the California Manual on Uniform Traffic Control Devices (CAMUTCD). The technical specifications will include an itemized bid schedule, bid item descriptions, and payment methods. - ADVANTEC will prepare construction quantity take-offs and construction cost estimates for the proposed project improvements. The unit costs will be based on current cost data. Preliminary and final quantities and construction cost estimates will be provided to the City.



Program Management/Construction Management/Construction Inspection	■ ADVANTEC will provide comprehensive inspection services for the construction of traffic signals and street lighting systems, ensuring compliance with design specifications, safety standards, and regulatory requirements, while also monitoring quality control, progress, and workmanship throughout the construction phase. ■ ADVANTEC will assist the City with overseeing and coordinating all phases of construction, from pre-construction planning to project completion, including managing schedules, budgets, quality control, and safety standards, while providing technical expertise in construction engineering.
Transportation Analysis	■ ADVANTEC will provide traffic engineering studies, which summarize: the existing and proposed conditions, references requirements and assumptions, intersection, roadway, and circulation analysis, and recommendations. Supporting technical data and graphical illustrations will be included in the reports. ■ ADVANTEC will conduct specialized transportation analysis studies, which involve evaluating traffic patterns, assessing transportation system capacity, identifying potential issues, and providing data-driven recommendations to enhance efficiency, safety, and sustainability of transportation networks for specific projects or areas.
Traffic Signal Corridor Coordination Studies	■ ADVANTEC will prepare traffic signal timing plans for both existing and new timings at all of the intersections operated and maintained by the City. ADVANTEC is well versed in preparing new signal timing plans that include minimum green time, walk times and flashing don't walk times based on pedestrian crossing distance and speed, yellow times, all-red times, and detection parameters. Provide signal system evaluation, modeling, and optimization. ■ ADVANTEC strives to improve traffic progression and minimize travel delay to the public. We prepare optimized timing/implement/fine-tune, and as system operators (monitor system operations and implement changes to accommodate revised traffic conditions). This extends to preparing traffic signal coordination timing plans on various corridors, citywide, and regionwide (if necessary).
Simulation Modeling	■ ADVANTEC will provide computer simulation of corridors or road networks using microsimulation software such as Synchro to analyze traffic flow, congestion, and operational performance. This may involve modeling different traffic scenarios, identifying potential bottlenecks, and recommending improvements. ■ Additionally, ADVANTEC may include training sessions for staff on the effective use and interpretation of the simulation software to ensure ongoing proficiency in traffic analysis.
Traffic Counts	■ Our subconsultant Counts Unlimited will assist with collecting Average Daily Traffic (ADT) counts, conducting 12-hour traffic counts, intersection turning movement counts, occupancy rates, speed and delay runs, as well as pedestrian and bike counts, and parking turnover assessments, to support transportation planning and engineering analysis.
Statewide Planning Efforts	■ ADVANTEC has extensive knowledge, understanding, and experience with state and federal funded projects. ADVANTEC's staff maintains an on-going dialogue with local, regional, and state jurisdictional agencies and continually keeps abreast of the changing requirements and procedures of the Federal, State, and local agencies. ■ This includes identifying and preparing local, Orange County, State, and Federal grant opportunities.
Research and Outreach	■ ADVANTEC will conduct research and outreach support by assisting staff in gathering relevant data, producing comprehensive reports, and preparing presentations on transportation-related topics, ensuring clear communication of findings and recommendations to stakeholders, decision-makers, and the public. ■ This also includes engaging with community stakeholders, organizing outreach events, and facilitating public meetings to gather input, address concerns, and promote awareness of transportation initiatives, ensuring transparency and fostering collaboration throughout the project lifecycle.
Neighborhood Traffic Calming and Warrants	■ ADVANTEC will conduct comprehensive neighborhood traffic calming studies, which involve analyzing existing traffic patterns, identifying problem areas, and evaluating the impact of various traffic calming measures such as speed bumps, traffic circles, and signage. The study will also include stakeholder engagement, public outreach, and the development of recommendations aimed at improving safety, reducing traffic speeds, and enhancing the quality of life for residents in the affected areas. We've recently prepared a citywide traffic calming manual for the City of Claremont, and will use this experience to help the City to meet their public needs. ■ ADVANTEC will prepare Traffic Signal Warrant Studies at various intersections as requested by City staff. The Traffic Signal Warrant analysis will be prepared to determine if a traffic signal is warranted. The



	analysis will be prepared using the latest California Manual on Uniform Traffic Control Devices (CAMUTCD). Based on our evaluation, the recommendations will be provided. ■ ADVANTEC will prepare an All-Way Stop Warrant Studies at various intersections as requested by City staff. The All-Way Stop Warrant analysis will be prepared to determine if an All-Way Stop is warranted. The analysis will be prepared using the latest California Manual on Uniform Traffic Control Devices (CAMUTCD). Based on our evaluation, the recommendations will be provided. ■ ADVANTEC will prepare a left-turn phasing analysis determine if protected left turn phasing or other (permissive, protective-permissive) is necessary at each signalized intersection. There are five different guidelines that can used to determine the proper type of left turn phasing, this includes: 1) Federal Highway Administration's (FHWA) "Signalized Intersections – Informational Guide"; 2) NCHRP Signal Timing Manual, Second Edition; 3) the California Manual on Uniform Traffic Control Devices (CAMUTCD); 4) the Highway Capacity Manual (HCM), or 5) Institute of Transportation Engineers (ITE). Each guideline uses slightly different metrics to consider left turn control, yet are similar in that they all consider the volume-to-capacity (v/c) ratio for the permissive left turn as a function of the opposing traffic flow. ■ ADVANTEC will assist the City with addressing traffic requests, preparing work orders, making traffic observations and discussing findings with staff to further determine next steps, and preparing staff reports.
Review for Private Developments	■ ADVANTEC will assist staff with reviews of third party traffic impact studies and for site plan reviews for new development or other that pertain to Traffic/Transportation Engineering items as indicated in the RFP. ■ ADVANTEC will assist staff with reviews of traffic control and street lighting design plans for new development or other that pertain to Traffic/Transportation Engineering items as indicated in the RFP.
Grant Application Services	■ ADVANTEC has experience and will assist staff with grant applications and review. This includes field review, site analysis, intersection and corridor analysis, crash analysis, and preparation of exhibits, preliminary design, cost estimates, and recommendations and other as required per each grant. We prepared the grant application for Tustin-Rose RTSSP grant, in which the City was awarded. We recently assisted Mission Viejo with OCTA's Intersection Capacity Enhancement (ICE) grant application, and they were selected for the next funding period.
On-Site Support Services	■ ADVANTEC will provide staff extension services for the City of Orange, which may include plan checking, reviewing and evaluating traffic-related designs, ensuring compliance with local standards and regulations, and providing technical recommendations to support efficient and timely project approvals. Additionally, this service may extend to provide support in traffic analysis, project management, and other tasks as needed to enhance the department's capacity. We are currently providing on-site staff support for the cities of Huntington Beach and Upland, and have provided similar services for other agencies.
Traffic Control Plans and Stage Construction Design	■ ADVANTEC will prepare plans, specifications, and estimates (PS&E) related to the project improvements and traffic control and stage construction design. ■ ADVANTEC layout roadway base mapping based on our research of record drawings and field review. ADVANTEC will extend the limits of the roadway base plans to ensure that the travel lanes are aligned at intersection crossings, and to provide proper transitions along each approach (if necessary). The plans will show existing and proposed signing and striping related to traffic control and stage construction design. The plans will also identify existing features to remain, existing features to be removed, and new features to be installed. ■ Pedestrian and bicycle detours will be provided as necessary. ■ Traffic Control And Stage Construction Design will be prepared at 1" = 40' scale, dual tier format and in accordance with standards set forth by the City , latest California Manual on Uniform Traffic Control Devices, latest Caltrans standard plans and specifications, and current American with Disabilities Act requirements.

SECTION I: REFERENCES

I.1 RECENT EXAMPLES OF PROVIDING CONSULTANT SERVICES TO OTHER PUBLIC AGENCIES

The following table highlights a brief description of similar As-Needed or On-Call Professional Consultant Services provided by ADVANTEC to agencies within the last three (3) years in Southern California.

July 22, 2025

Wanda Alvarez
City Clerk Office
300 E. Chapman Avenue
Orange, California 92866

Subject: Proposal for Request for Proposal (RFP) No. 24-25.24: City of Orange On-Call Traffic Engineering Services

Dear Wanda,

ADVANTEC Consulting Engineers, Inc. (ADVANTEC) is pleased to submit the accompanying Cost Proposal/ 2025 Billing Rates, in response to the Request for Proposals (RFP) for On-Call Traffic Engineering Services issued by the City of Orange. A "Detailed Cost Proposal" and specific scope of services will be provided for each assigned Task Order based on our 2025 Hourly Rates. Our Cost Proposal is prepared in conjunction with the technical proposal, which is provided under a separate cover.

We appreciate this opportunity to work with the City of Orange.

Sincerely,



Carlos Ortiz, PE, TE, PTOE
Chief Executive Officer

ADVANTEC Consulting Engineers, Inc.



ADVANTEC Consulting Engineers

Hourly Rates

Effective January 2025

<u>Classification</u>	<u>Rate</u>
Principal	\$390 / hour
Senior Project Manager/Senior Engineer VIII	\$330 / hour
Senior Project Manager/ Senior Engineer VII	\$270 / hour
Project Manager/ Senior Engineer VI	\$230 / hour
Project Manager/ Engineer V-3	\$210 / hour
Project Manager/ Engineer V-2	\$190 / hour
Project Manager/ Engineer V-1	\$170 / hour
Associate Engineer IV	\$150 / hour
Associate Engineer III	\$140 / hour
Assistant Engineer II	\$130 / hour
Assistant Engineer I	\$115 / hour
Administrative III	\$150 / hour
Administrative II	\$125 / hour
Administrative I	\$105 / hour

Direct Costs

Effective January 2025

Mileage	Current Rate per IRS
In House Plotting (Mylar)	\$20.00 per D-size sheet
In House Plotting (Bond)	\$10.00 per D-size sheet
Other Direct Costs	At Cost + 10% admin

CRA 2025 Standard Billing Rates by Classifications

Job Classification	Hourly Bill Rate
Principal III	\$390.00
Principal II	\$340.00
Principal I	\$310.00
Planning	
Senior Planner III	\$270.00
Senior Planner II	\$235.00
Senior Planner I	\$210.00
Associate Planner III	\$195.00
Associate Planner II	\$180.00
Associate Planner I	\$170.00
Assistant Planner II	\$155.00
Assistant Planner I (Entry Level)	\$140.00
Traffic Engineering Operations	
Senior Engineer III	\$285.00
Senior Engineer II	\$260.00
Senior Engineer I	\$240.00
Associate Engineer III	\$215.00
Associate Engineer II	\$185.00
Associate Engineer I	\$175.00
Assistant Engineer II	\$155.00
Assistant Engineer I (Entry Level)	\$140.00
Design	
Senior Professional III	\$300.00
Senior Professional II	\$285.00
Senior Professional I	\$270.00
Professional III	\$240.00
Professional II	\$215.00
Professional I	\$205.00
Analyst IV	\$190.00
Analyst III	\$170.00
Analyst II	\$155.00
Analyst I (Entry Level)	\$140.00
Support	
Graphic Design	\$170.00
Project Accountant	\$165.00
Senior Admin	\$165.00
Admin Support	\$115.00
Intern	\$100.00

Notes:

1. Rates are effective through December 31, 2025.
2. Direct expenses such as but not limited to printing and reproductions, travel expenses, deliveries, materials, shipping, postage, etc. will be invoiced at cost.
3. Labor rates shall be subject to an annual increase of 4%, effective January 1st of each subsequent year.