



January 18, 2022

Stephen Gose, PE
Gose & Associates
113 E. 8th Ave.
Stillwater, OK 74074

Subject: Duck Street Road Diet Analysis Proposal
3rd Ave. to Miller Ave.
Stillwater, Oklahoma

Traffic Engineering Consultants, Inc. (TEC) is pleased to submit this Letter Agreement to provide transportation engineering services to Gose & Associates for the project referenced above. Our proposed scope of services, schedules and fees are described below.

Scope of Services

Task 1 - Traffic Data Collection

TEC will collect current traffic volume data in the form of 24-hour turning movement counts using video cameras at four intersections on Duck Street – 3rd Ave., Maple Ave., Elm Ave., and Miller Ave. The counts will include vehicles and pedestrians and will be collected on a weekday when both Stillwater Public Schools and Oklahoma State University are in session.

Task 2 - Analyses

Capacity analyses will be performed for the a.m., noon, and p.m. peak hours at the study intersections previously mentioned. The analyses will be conducted using *Synchro*, which is a macroscopic analysis and optimization software application utilized throughout our industry. The analyses will determine individual approach and overall intersection vehicle delay and levels-of-service.

The four scenarios listed below will be analyzed.

1. The “no build” scenario will be for the existing 4-lane street with 2-way Stop control at Maple Ave. and non-coordinated signals at the other three intersections. The analysis will be based on *Synchro* optimized signal timing.

Traffic Engineering Consultants, Inc.

6000 S. Western Avenue, Suite 300 | Oklahoma City, Oklahoma 73139 | Ph. 405-720-7721
6931 S. 66th E. Avenue, Suite 100 | Tulsa, Oklahoma 74133 | Ph. 918-481-8484
217 E. Dickson Street, Suite 106 | Fayetteville, Arkansas 72701 | Ph. 479-335-5636
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2. This alternate scenario will be for the existing 4-lane street with traffic signal control at Maple Ave. The analysis will be based on coordinated operation for all four traffic signals.
3. This alternate scenario will be for a 3-lane street with 2-way Stop control at Maple Ave. and coordinated operation for the other three traffic signals. Since this scenario will provide northbound and southbound left turn lanes on Duck Street, protected/permitted left turn operation will be modeled using *flashing left turn yellow arrows*.
4. This alternate scenario will be for a 3-lane street with traffic signal control at Maple Ave. and coordinated operation for all four traffic signals. Since this scenario will provide northbound and southbound left turn lanes on Duck Street, protected/permitted left turn operation will be modeled using *flashing left turn yellow arrows*.
5. This alternate scenario will be for the existing 4-lane street with traffic signal control at Maple Ave. The analysis will be based on coordinated operation for all four traffic signals. This scenario will also include widening on Duck Street to provide north/south left turn lanes at each of the signalized intersections. This scenario will be modeled using *flashing left turn yellow arrow* operation.

Task 3 - Report

The traffic operational analysis will be documented in a written report with detailed appendix. It will include a summary of all reviews and analyses conducted. A digital PDF of the study will be provided in report format. The study will not include detailed design of any signal or roadway improvements, but specific recommendations will be made for any mitigation measures required for capacity or for safety.

Task 4 - Additional Services

TEC will perform additional services as requested. Additional services outside of the proposed scope of work will be provided on an hourly basis per the attached hourly rate schedule. These services will be determined at the time requested and may include additional traffic data collection, analysis, and study revisions due to changes in scope and/or attendance at any public meetings. Work under Task 4 will be agreed to in advance in writing. No work will be conducted until an agreement is reached.

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Schedule

TEC proposes to complete each task within the specified timeframes stated below following written authorization to proceed.

- Tasks 1-3 -- 60 days following notice to proceed (assuming schools are in regular session and valid traffic counts can be collected).

Fee and Billing

TEC proposes to provide the services as described above for a lump sum fee of \$16,500. TEC will not exceed these fees without your prior approval. Fees are payable upon monthly invoicing. Invoices will be due and payable within 30 days of receipt. Fees for services under Task 4 will be determined at the time requested.

Closure

If you agree with the terms as stated above, please execute below and return this letter to our office. Fees and times stated in this agreement are valid for sixty (60) days from the date executed by the TEC project manager (the undersigned).

It is agreed that Stephen Gose shall represent the Client to TEC in the provision of services under this agreement.

We appreciate the opportunity to provide this proposal and look forward to working with you on this project. Should you have any questions or require additional information, please contact me.

Sincerely,

A handwritten signature in blue ink that reads "Jon Eshelman".

Jon Eshelman, P.E., PTOE
Tulsa Manager

APPROVED

Stephen Gose, PE
Gose & Associates

Date

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TRAFFIC ENGINEERING CONSULTANTS, INC.

Hourly Rate Schedule - 2021

Classification	Hourly Rate
Engineers	
Engineer I	\$ 235.00
Engineer II	\$ 190.00
Engineer III	\$ 145.00
Engineer IV	\$ 125.00
Engineer V	\$ 100.00
Designers	
Designer I	\$ 175.00
Designer II	\$ 125.00
Designer III	\$ 115.00
Technicians	
CAD Technician I	\$ 125.00
CAD Technician II	\$ 100.00
CAD Technician III	\$ 85.00
Data Collectors	
Data Collector	\$ 80.00
Administration	
Clerical	\$ 65.00