



May 3, 2023

Town of Smithfield
Attn: Mr. Wayne Griffin
Town Engineer
310 Institute Street
Smithfield, VA 23430

**RE: Proposal for Transportation Engineering/Consulting Services
Cary Street Speed Study, Smithfield, VA**

Dear Mr. Griffin,

TRC Engineers Inc. (TRC), formerly Draper Aden Associates, LLC (DAA) appreciates the opportunity to submit the following proposal to the Town of Smithfield for consulting transportation engineering services related to a speed study on Cary St. in the Town of Smithfield. Utilizing the services of a subconsultant, TRC will provide consulting transportation engineering services for a proposed speed study to reduce the speed limit of Cary St.

Project Description:

The proposed work generally includes professional transportation engineering services for a proposed speed study to reduce the posted speed limit of Cary St. in the Town of Smithfield. The posted speed limit is 45 miles per hour (MPH) from the Town limits and reduces to 30 MPH. We understand the Town's Police Department has conducted a study and the results will be compared and presented to Town Council for consideration of requesting a reduction of the speed limit on Cary St. Note, transportation engineering services will be provided by Gorove Slade, Transportation Planners and Engineers, a subconsultant to TRC.

Scope of Work:

We will complete a speed study on Cary St. in the Town of Smithfield. This will include data collection, documentation, and reporting. We will collect seven (7) days of speed data on Cary Street. We will coordinate with the Town to determine the tube count location. We will collect the data and prepare a preliminary report of findings. The report will review the speed data collected and make recommendations for adjustments to the posted speed limits, if warranted. We will also perform a site visit to review the placement of existing speed limit signs and offer recommendations for proposed placement of signage along Mill Swamp Rd./Cary Street from the Town limits to Main Street, approximately 4800 LF from the Town limits to Main. St. The report will be prepared in draft form for review and comment. Upon receipt of comments, we will revise, update and issue the final report that can be presented to Town Council and/or VDOT for considerations of the posted speed limit.

Please note, attendance at public hearings by the subconsultant is not included however can be provided on an as-needed, time and materials basis.

Schedule:

The project duration is estimated at approximately three (3) to four (4) weeks to complete the study and prepare a draft/preliminary report. Actual duration will be dependent up on review by the Town and/or

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VDOT or others. We will provide written progress reports to keep you informed of progress toward completion and presentation of a final report.

Fees:

The proposed fees for the above-described services are noted as Lump Sum (LS) basis and will be billed monthly based on the efforts completed at the close of the respective billing period, and in accordance with the terms and conditions of the agreement between TRC and the Town. We propose to complete the above-described services for a lump sum fee of **\$ 7,150.00.**

Additional Services:

Should additional work be requested, TRC will provide a written scope of services and fee proposal for any additional work to be performed. We will not commence for any additional services without approvals.

If this proposal meets with your approval, please sign the Authorization to Proceed below and return it to us. Please note that it is the policy of TRC that no deliverables or other products of service will be submitted without a formal agreement between parties or written authorization acknowledging the scope of work and fees associated with the proposed work. We anticipate a task order/purchase order to be issued for commencement of the proposed work. We look forward to working with you on this project. Please do not hesitate to contact us if you have any questions or require any additional information.

Sincerely,

TRC

A handwritten signature in blue ink that reads "Timothy R. Dean".

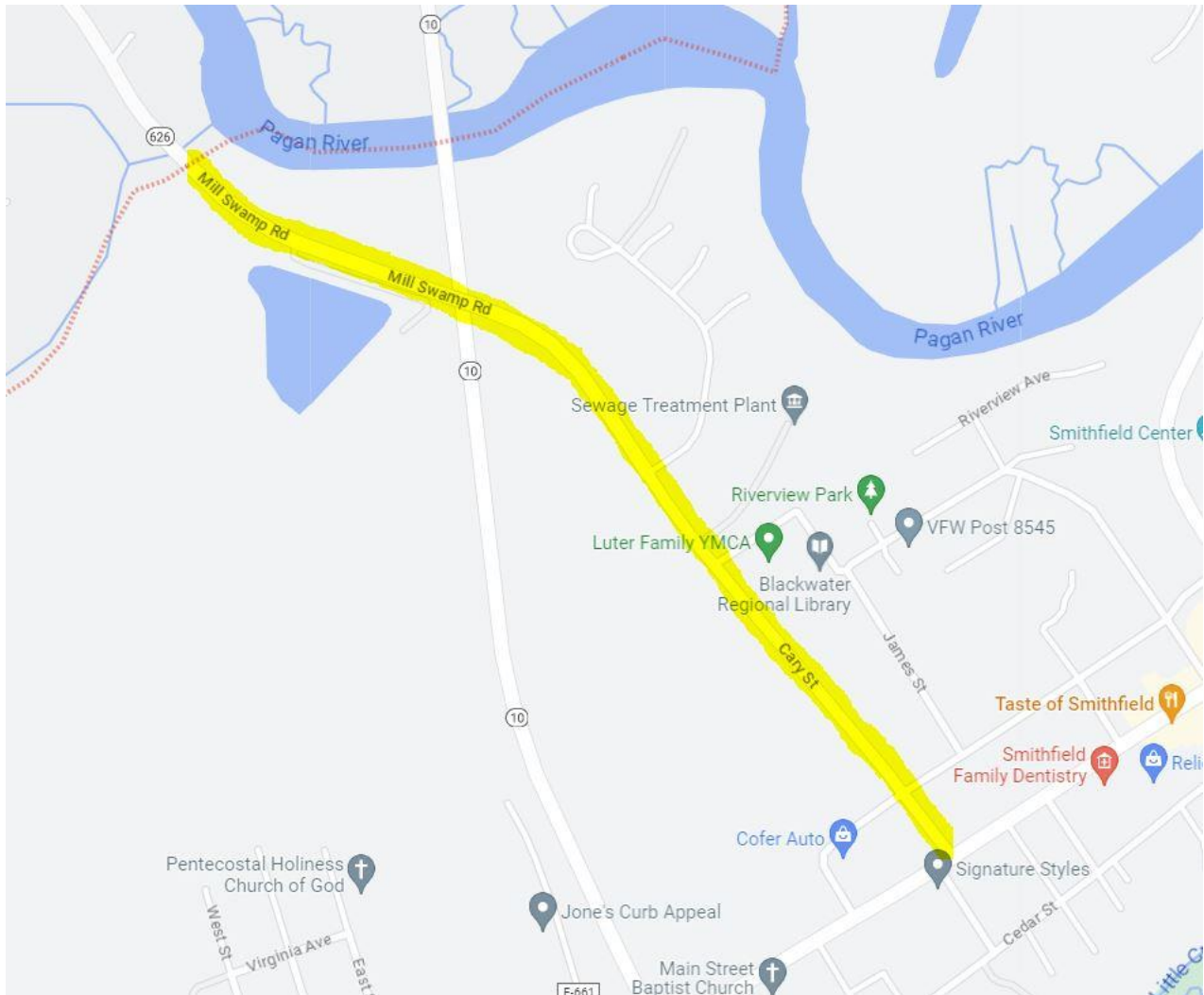
Tim Dean, PE, LSIT, DBIA

Cc: Project File

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Project Exhibit:



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AUTHORIZATION TO PROCEED

Cary Street Speed Study, Transportation Engineering Services

I/We agree and accept TRC proposal to provide the above-described services. We understand the Scope of Services as provided herein and agree to the fees estimated for these services.

We further acknowledge that TRC will provide a proposal for any change in the Scope of Services described herein and that a signed agreement to provide those additional services will be executed prior to any work being performed,

Printed Name

Title

Signature

Date