



July 18, 2019

Mr. Dean Mealy
Town of Palm Beach
951 Old Okeechobee Boulevard, Suite D
West Palm Beach, Florida 33401

Re: Truck Regulation Study
Town of Palm Beach, Florida

Dear Mr. Mealy:

Kimley-Horn and Associates, Inc. ("Kimley-Horn") is pleased to submit this agreement to the Town of Palm Beach ("the Client", "Town" or "You") for providing professional engineering services associated the study of truck regulations on certain roads in the Town of Palm Beach, Florida.

PROJECT UNDERSTANDING

It is our understanding that the Town desires to study the impacts of regulating trucks on certain roads within the Town of Palm Beach. We have prepared this agreement to investigate methods of regulating trucks, as well as methods of implementing regulations.

SCOPE OF SERVICES

REVIEW OF PEER MUNICIPALITY PRACTICES

Kimley-Horn will review truck regulations in other municipalities within Florida. For municipalities with truck regulations, Kimley-Horn will review ordinances, signage, and enforcement policies. Kimley-Horn will contact applicable municipal agencies (parking enforcement, police, planning, etc.) to discuss the challenges and effectiveness of implementing and enforcing the regulations. Kimley-Horn will review communication plans (for affected parties) as prepared by the municipalities.

CONCEPTUAL REVIEW OF TRUCK CIRCULATION

Kimley-Horn will analyze truck turning movements at various locations throughout town to determine the feasibility of allowing trucks on certain roadways without regulation. This review will be limited to up to 5 locations in the Town. The purpose of this task is to determine generally where trucks can circulate without the need for regulations. The study area will be primarily focused on the north end. Truck turning paths will be overlaid onto scaled aerials using AutoTurn software.

Kimley-Horn will also review detour plans being developed as part of the undergrounding project to determine alternate truck routing scenarios.

Kimley-Horn will collect truck classification counts at each bridge location. 24-hour counts will be collected for one week and will provide total traffic counts as well as traffic counts classified by number of axels.

The result of this task will be a summary report with graphics providing general recommendations for types of streets and neighborhoods that may require truck regulations.

REVIEW OF TOWN ORDINANCES

Kimley-Horn will review Town Ordinances to determine how to implement truck regulations. Kimley-Horn will recommend Ordinance language or language within another Town governing document that outlines the regulations (including times, locations, and affected trucks).

DEVELOPMENT OF TRUCK REGULATION PLAN

Kimley-Horn will summarize the findings of the review of other municipalities' regulation plans, potential regulation locations and recommended Ordinance language in a summary report. The report will include conceptual signage, graphics of restricted streets, recommended communication plan (for affected parties), and recommended governing language.

ADDITIONAL SERVICES

Services not included in the scope of services can be provided as additional services if authorized by the Client. Compensation for additional services will be agreed to prior to their performance.

SCHEDULE

We will provide our services as expeditiously as practical to meet a mutually agreed upon schedule.

FEE AND BILLING

Kimley-Horn will perform the services described in this Scope of Services for the above tasks on an hourly basis in accordance with our Contract with the Town. We recommend that a budget of \$39,864.98 be established for the project.

CLOSURE

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the terms and conditions in the Professional Services Agreement between the Town of Palm Beach and Kimley-Horn and Associates, Inc., which are incorporated by reference. As used in the Agreement, the term "CONSULTANT" shall refer to Kimley-Horn and Associates, Inc., and the term "TOWN" or "CLIENT" shall refer to The Town of Palm Beach.

If you concur in all the foregoing and wish to direct us to proceed with the services, please notify us by providing a purchase order for the scope and fees described above.

We appreciate the opportunity to propose these services to you.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'KS', for Kevin Schanen.

By: Kevin Schanen, P.E.
Senior Vice President

A handwritten signature in blue ink, appearing to read 'ABK', for Adam B. Kerr.

Adam B. Kerr, P.E.
Project Manager