



## PUBLIC WORKS MEMORANDUM

# City of Jackson

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TO: Mayor and Board of Aldermen

CC: Jim Roach, City Administrator

FROM: Anna Bergmark, City Engineer

DATE: October 28, 2022

RE: Task Order Request – Greensferry Road Review

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Attached to this memo is a proposal from Lochmueller Group to study the recent speed and safety concerns raised by citizens that live to the North of the Greensferry Road and East Deerwood Drive intersection.

The scope includes reviewing existing data such as traffic counts, speed studies and accident history and to use professional engineering judgement to suggest potential traffic calming measures or roadway signage to improve the corridor. The proposal includes a lump sum fee of \$4,900 and is estimated to take 21 calendar days after receiving approval to proceed.



October 28, 2022

Ms. Anna Bergmark, PE  
City Engineer  
City of Jackson, Missouri  
101 Court Street  
Jackson, Missouri 63755

RE: Task Order #1 – Greensferry Road Review  
Lochmueller Project Number: 522-1035-01T

Dear Ms. Bergmark:

In accordance with your requests, Lochmueller Group is submitting the following scope of services and fee estimate for the contracted review of Greensferry Road in Jackson, Missouri.

#### **SECTION “A” – SCOPE OF SERVICES**

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Lochmueller Group understands that the CLIENT has received citizen complaints regarding speeding and safety along the segment of Greensferry Road from approximately the residence located at 1637 Greensferry Road north to the City limits (approximately 2251 Greensferry Road). Concurrently, a nearby church will be extending a driveway connection to Greensferry Road within this section of roadway. Our understanding is that the City would like a high level review of this section of road resulting in a memo identifying recommendations for improving safety and reducing speed. As such, Lochmueller proposes the following scope of services:

- 1.0 Gather information.
  - 1.1 Collect information regarding the corridor, such as functional classification and any planned improvements as outlined in the Citywide Transportation Plan.
  - 1.2 Perform a site visit to document existing conditions.
- 2.0 Analyze the data.
  - 2.1 Review crash and traffic data as provided by the CLIENT.
  - 2.2 Perform a review of the existing speed limit and existing geometry and offer an opinion as to whether the speed limit is appropriate or if an adjustment should be considered for implementation.
- 3.0 Review the Manual of Uniform Traffic Control Devices (MUTCD) for appropriate multi-way stop applications to determine if any should be installed on the subject section of Greensferry Road, including the potential future driveway extension from the church.
- 4.0 Using professional engineering judgment, prepare a brief memorandum identifying potential traffic calming, roadway lighting installations or signage suggestions that can be implemented in the study area to improve safety and reduce speed.



## **SECTION "B" – OWNER RESPONSIBILITIES**

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CLIENT to provide the following:

- Data collected by City of Jackson to include crash data, traffic volume data (hourly or daily), speed data, classification data, or other, as available.
- Confirmation of study area attributes, such as roadway width, shoulder width, presence of roadway pavement marking, and speed limit.
- Copy of the existing plat information for the Litz Brother III Plat.

## **SECTION "C" – SCHEDULE**

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All work shall be completed within twenty-one (21) calendar days after receiving both Notice To Proceed and all client provided materials unless modified in writing by the CLIENT and the CONSULTANT.

## **SECTION "D" – PAYMENTS TERMS**

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Lochmueller Group proposes to complete and invoice the work described above on a lump sum basis for \$4,900.

The fee would be subject to increase if new tasks, or expansion of the tasks specifically listed above, are added to the Scope of Services. Any other tasks in addition to those specifically described in the above scope of services, including but not limited to engineering design, would be invoiced as additions on a time and materials basis using the hourly rates as provided in the Master Services Agreement. However, we would not proceed with any supplemental services without the City of Jackson's direction or authorization.

### **Exclusions**

The above fee estimate does not include costs for meeting time, design, modeling, future year traffic forecasting, multi-modal analysis, or any other service not specifically identified in the scope of services. If additional services are required or requested, it will be necessary to modify this proposal accordingly. However, no additional work would be performed without your permission.

Sincerely,  
**Lochmueller Group, Inc.**

A handwritten signature in blue ink, appearing to read "J. Kyle Evans", is written over a light blue horizontal line.

J. Kyle Evans, PE, PTOE  
Sr. Project Manager I