



January 16, 2024

Janet Sanders  
City of Jackson  
101 Court St.  
Jackson, Missouri 63755

RE: Georgia Street Safety Improvements

Dear Ms. Sanders,

Lochmueller Group (LOCHMUELLER) is pleased to submit the following scope and fee for professional engineering services related to safety improvements at the intersection of Georgia Street and Adams Street. The goal of the study is to determine contributing factors for the increase in crashes at the intersection and provide improvements to increase safety for all users.

**Scope of Services**

1. Conduct an initial virtual meeting with City staff to learn more about the existing issues, background information available, other work in the area, and feasibility of possible temporary and long-term solutions.
2. Conduct in-person observations with local Lochmueller staff during the morning peak (7-9AM) and afternoon peak (4-6PM) in the study area to document existing traffic conditions during commuter peak periods. During the busiest 1-hour of each commuter peak period, as agreed upon by Lochmueller and City staff, Lochmueller staff will conduct manual turning movement counts at the intersection.
3. Document sight distance at the intersection with photographs at the vantage point of side street drivers.
4. Review crash data and reports provided by the City. Conduct crash data analysis which will include trend analysis of historical crash frequency, classification distribution, and identification of crash contributing factors.
5. Research safety countermeasures based upon existing observations and crash data analysis. This task will also include research for specific products for implementation.
6. Conduct operational capacity analysis of existing conditions and up to two (2) solutions, if a different intersection control type is proposed as a of safety improvement.
7. Summarize the findings of the crash data and reports review, data analysis, and recommended solutions and their associated impacts in the form of a technical memorandum.
8. Conduct virtual meeting with City staff to present the technical memorandum.

**Fees**

The services described shall be completed and billed on a lump sum basis for a total fee of \$6,100. These fees would be subject to increase if additional tasks 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 supplemental meeting time, would be billed as extras on a time and materials basis,

Ms. Janet Sanders  
January 16, 2024  
Page 2



unless a specific scope and fee is negotiated separately. However, LOCHMUELLER would not proceed with supplemental services without the direction or authorization of the CITY.

All work will be performed under the terms and conditions of the Master Services Agreement between the City of Jackson and Lochmueller Group.

Please feel free to contact me at 573-450-5688 or at the email address below if you have any questions or comments concerning this proposal. We look forward to working with you.

Sincerely,  
**Lochmueller Group**

Scott Meyer  
Client Service Manager  
[Scott.Meyer@lochgroup.com](mailto:Scott.Meyer@lochgroup.com)