Exhibit A

February 1, 2022

Ms. Fanny Yu, PE
Associate Civil Engineer
City of Milpitas
455 E. Calaveras Blvd.
Milpitas, CA 95035
fyu@ci.milpitas.ca.gov

Re: Proposal – Street Resurfacing 2023

Dear Ms. Yu,

Thank you for inviting Kimley-Horn and Associates, Inc. (Kimley-Horn) to provide engineering services for the City of Milpitas Street Resurfacing 2023 Project (the Project). Kimley-Horn will prepare plans, specifications, and estimate to support the City's annual resurfacing efforts. This letter is in accordance with your request and constitutes a proposal setting forth our proposed Scope of Services, Schedule, and Fee.

Kimley-Horn is well equipped to execute this project, with a large staff of local engineers and Blake Silkwood serving as Project Manager for the project. Blake was a designer and Project Manager for three previous iterations of the City Pavement Resurfacing Program, as well as Project Manager for multiple pavement resurfacing projects throughout the Bay Area.

Project Understanding:

Kimley-Horn will provide Engineering Services to develop plans, specifications and estimates for the Street Resurfacing 2023 Program. The streets identified for the Project include:

Location	Boundary Limits
Location 1	Streets bounded by: Bolton Drive, N. Park Victoria, Eastern City Limits, Jacklin Road, and Calera Creek Heights Drive
Location 2	Streets bounded by: Heath Street, Abbott Avenue, Redwood Avenue, and Valley Way
Location 3	Streets bounded by: Big Basin Drive, Sassone Court, Clear Lake Avenue, Clear Lake Court, Sonoma Drive, Mt Shasta Avenue, Portola Drive, Mt. Diablo Avenue, Courtland Avenue, Jungfrau Court, Matterhorn Court, Big Bear Court, Dempsey Road, Chewpon Avenue, Hay Court, and Bee Court.
Location 4	Streets bounded by: Saratoga Drive, Platt Avenue, Olympic Drive, Lassen Avenue, Acadia Avenue, Glacier Drive, Creighton Court, and Richter Court
Location 5	S. Park Victoria Drive from Landess Avenue to Yosemite Drive Yellowstone Avenue from Landess Avenue to S. Park Victoria Drive
Location 6	E. Calaveras Boulevard from S. Park Victoria Drive to Evans Road
Location 7	E. Calaveras Boulevard from Evans Road to Eastern City Limits (Conceptual Maintenance Study Only)

Preliminary project funding will be between $2 Million and $4 Million dollars, and will be funded with local funds. The tentative construction window is Spring 2023.

As part of this work, Kimley-Horn will provide a comprehensive assessment of proposed streets to include the following:

- Recommendation of proposed pavement treatments, with consideration to construction impacts. These can include treatments such as microsurfacing, grind and overlay, base repair, or full depth reconstruction. This will be supported by Kimley-Horn's visual assessment and a robust geotechnical analysis.
- Assessment of street concrete flatwork, including low curb heights, missing flatwork, and damaged flatwork.
- Assessment of existing curb ramps and determining ADA compliance.
- Protection and adjustment of utility facilities affected by work.

The Project PS&E will include the following technical items:

- Pavement rehabilitation
- Flatwork reconstruction
- Curb ramp reconstruction
- Conversion of loop detection to video detection at signalized intersections.
- Installation of new signage and striping. The plans will include any buffered bike lanes and green bike lanes in accordance with the City Bicycle/Pedestrian and Trails Plan. Per our preliminary discussions, this is likely confined to Park Victoria Drive, Calaveras Boulevard and Yellowstone Avenue.

Scope of Services:

Task 1 – Project Management

Kimley-Horn will supervise, coordinate, and monitor project design activities. We will work with the City at the start of the project to establish the standards and policies which will guide the project development. We will submit monthly invoices and status updates.

Kimley-Horn will perform QA/QC prior to each deliverable.

Kimley-Horn will schedule and facilitate a virtual kick-off meeting with the City to discuss the proposed project approach, potential design challenges, schedule, and deadlines. Following the meeting, Kimley-Horn will prepare and provide meeting minutes. Kimley-Horn will attend up to six (6) additional virtual meetings, held monthly, with City staff. We assume coordination with utility owners is not included in this scope of services.

We assume the project management task to occur over 9 months and conclude with the submittal of the Final PS&E Package.

Deliverables Task 1:

- Kick Off Meeting Minutes
- Invoices and Progress Reports

Task 2 – Field Assessment

As part of Task 2, Kimley-Horn will perform a field assessment of all streets included in the Project. Our team of highly trained engineers will be assessing each street for the following criteria:

- Overall pavement condition, including limits of base repairs

- Damaged, inadequate or missing concrete flatwork
- Curb ramps and compliance with ADA standards.
- Utilities and Utility structures to be protected in place
- Private property access points
- Impacts to traffic signals
- Jurisdictional coordination items, such as bridges, state highways, county limits, or city limits.

The field assessment will be memorialized as a PDF markup that summarizes our findings and confirms the Project understanding and scope.

In addition to the visual assessment, Kimley-Horn will partner with All Earth Geotechnical Engineering to provide geotechnical services for this project. The purpose of our Geotechnical Investigation will be to explore the surface and subsurface conditions at the site by taking pavement cores, measuring the existing pavement section, and sampling the subgrade for identification and laboratory analysis. The subgrade will be analyzed for design of new pavement sections, digout repairs, and bus turnouts. We will review of pertinent reports regarding the project areas. Field exploration consists of advancing pavement cores through the asphalt concrete and aggregate base at an approximate interval of 500 lineal feet, for a total of 25 cores. Traffic control will be provided with an arrow board and 1-person traffic control following Figure 6H-17 or 6H-18 of the MUTCD. Laboratory testing of selected subgrade samples considered representative of site conditions, to ascertain or derive relevant engineering properties that may include as needed:

Moisture/Density	Soil Classification	R-Value (3 -each)
Atterberg Limits	Expansion Potential	

Engineering analysis and evaluation will be performed on the resulting field and laboratory data. Based on our findings we will design new 20-year pavement sections for digout repairs, and concrete bus pads. As part of our recommendations, we will include relevant maintenance options with estimated life cycles based on our experience. Preparation of a geotechnical report presenting our findings, conclusions, and recommendations. Included in our report will be a presentation of our field and laboratory exploration.

Deliverables Task 2:

- Field Assessment (PDF Markup)
- Geotechnical Report (PDF)

Task 3 – Plans, Specification and Estimate

With the visual assessment and geotechnical reports completed and approved, Kimley-Horn will advance the contract documents with 30%, 60%, 90% and Final Submittals.

Task 3.1 – 30% Submittal: Given that the scope of work is heavily influenced by the visual assessments, Kimley-Horn proposes that the visual assessment be the basis for the 30% submittal. Kimley-Horn will prepare a PDF markup of the visual assessment that documents our findings and recommended scope of work. An order of magnitude cost estimate will be prepared based on the visual assessment to confirm project budgets and City limits of work.

Task 3.2 – 60% Submittal: With the approval of the visual assessment and limits of work, Kimley-Horn will prepare a 60% submittal. This will include plans, specification outline and engineer's estimate.

Plans

60% plans will be prepared using City-provided GIS data for property lines, city-owned utilities, and aerial backgrounds. Street improvement plans will be prepared at 1'=20' scale, and striping and marking plans will be prepared at 1'=40' scale. Utility surface features and locations of base repairs will also be shown on the plans. Plans to be prepared include:

Cover Sheet to include project title, vicinity map, general notes, benchmark with basis of coordinates, dig alert information and legend of symbols on City's Title Block.

Typical Cross Sections to show existing street cross-sections in conjunction with proposed improvements.

Street Improvement Plans to show the street resurfacing and flatwork reconstruction. Plans will show the pavement resurfacing method, and label, dimension and tabulate the base repairs. Utility surface features such as manholes, valve covers and hydrants will be shown within the limits of reconstruction. Depending on the type of treatment to be implemented, appropriate language will be provided to maintain or replace existing survey control monumentation. Plans will show the removal and replacement of damaged concrete flatwork, and show the reconstruction of ADA ramps within project limits. ADA curb ramps will be reconstructed in accordance with Caltrans Design Information Bulletin (DIB) 82-06. Plans will show a schematic curb ramp layout, with a reference to curb ramp type. Curb ramp horizontal and vertical layout will be determined in the field with City Staff and the Contractor.

Construction Details to reference standard plans or to document a non-standard construction method.

Striping and Marking Plans to show proposed pavement delineation, striping reconstruction, buffered bike lanes, centerline stationing, location and depth of the identified spot reconstruction, if any, and pavement legends/arrows where the existing striping will be affected. Areas on intersecting side streets that are within the project limits affected by the project improvements will also be shown on these plans.

Traffic Signals Plans to show traffic signal modifications. Kimley-Horn will prepare plans to add video detection capabilities to the intersections of Calaveras Blvd/Temple Drive and Calaveras Blvd/N. Gadsden Drive. Kimley-Horn will perform a site assessment to validate the signal equipment against the city-provided signal as-builts. After a thorough site assessment, we will prepare a plan to add video detection equipment through a redline markup of the existing traffic signal as-builts.

Blueprint for a Clean Bay will be provided by the City and included in the contract package.

Based on the proposed Project streets, Kimley-Horn will exclude preparation of erosion control and traffic control plans. Kimley-Horn will summarize these requirements in the Technical Specifications, and require these plans as a contractor-provided submittal.

Specifications

For the 60% Submittal, Kimley-Horn will prepare a technical specification outline that will include the following items in City-standard format:

- Technical Specification Table of Contents
- Bid form
- Technical Specifications with titles, contractor submittal requirements, and measurement and payment Clauses.

Engineer's Estimate

The construction cost estimate will be updated to validate the current design and verify funding requirements for construction of the Project. The cost estimate will identify construction work items,

quantities, unit costs, and summarize the estimated total project cost, including allowances for mobilization and contingencies. Unit prices will be determined from previous pavement resurfacing projects and recent construction projects in nearby municipalities.

Quality Assurance/Quality Control (QA/QC)

Kimley-Horn will perform an in-house QA/QC review of each deliverable prior to submitting to the City. Kimley-Horn's quality control review for each submittal will include an interdisciplinary review of the entire design package for coordination among the various design elements. The different project sheets will present the design in a common manner with no contradictions or variances. The QC review will be done digitally using BlueBeam REVU software and can be made available to the City as requested. In addition, we tailor our internal project delivery schedule to include intermediate and final QC cycles for internal and subconsultant work products so a quality product is delivered on time.

Task 3.3 – 90% Submittal: After city review of the 60% submittal, Kimley-Horn will prepare the 90% submittal. The 90% submittal will provide general updates and refinements from the previous submittal, including the following new elements:

Plans

Further plan refinement and development, including any coordination with stakeholders, adjacent property owners and utility owners.

Specifications

Full Technical Specifications will be provided. Incorporation of City-provided front end specifications.

Engineer's Estimate

Updated Quantities and Unit Pricing from new bid result data.

Maintenance Study

Kimley-Horn will prepare a technical memorandum describing the regulatory framework that will govern the reconstruction of Location 7. The memo will focus on the local and county-wide stormwater treatment requirements.

Quality Assurance/Quality Control (QA/QC)

Kimley-Horn will perform an in-house QA/QC review of each deliverable prior to submitting to the City. Kimley-Horn's quality control review for each submittal will include an interdisciplinary review of the entire design package for coordination among the various design elements. The different project sheets will present the design in a common manner with no contradictions or variances. The QC review will be done digitally using BlueBeam REVU software and can be made available to the City as requested. In addition, we tailor our internal project delivery schedule to include intermediate and final QC cycles for internal and subconsultant work products so a quality product is delivered on time.

Task 3.4 – Bid Set Submittal: After city review of the 90% submittal, Kimley-Horn will prepare the Bid Set submittal. This submittal will represent an advertisement-ready submittal, with all final items coordinated. All design gaps from previous submittals will be coordinated and rectified. Kimley-Horn will provide a sealed PS&E package in accordance with City procurement requirements.

Kimley-Horn will perform an in-house QA/QC review of each deliverable prior to submitting to the City. Kimley-Horn's quality control review for each submittal will include an interdisciplinary review of the entire design package for coordination among the various design elements. The different project sheets will present the design in a common manner with no contradictions or variances. The QC review will be done digitally using BlueBeam REVU software and can be made available to the City as requested. In addition, we tailor our internal project delivery schedule to include intermediate and final QC cycles for internal and subconsultant work products so a quality product is delivered on time.

Deliverables Task 3:

- 30% Submittal (Based on Field Assessment)
- 60% Submittal (Plans, Specification Outline, Engineer's Estimate,
- 90% Submittal (Plans, Specifications, Engineer's Estimate, Draft Maintenance Study)
- Bid Set Submittal (Bid-Ready Plans, Specifications, Engineer's Estimate, Final Maintenance Study)

Task 4 – Additional Services

Kimley-Horn will provide an additional services budget to be utilized with written direction and authorization from the City. These services could encompass the following:

Additional Design Services – Adding additional streets to project, changing to more intensive pavement treatments, or notable changes to project scope.

Bid Support - During the project advertisement and award periods, Kimley-Horn can provide the following services to the City:

- Response to Bidder Questions
- Attending Pre-bid conference and Job Walk
- Preparing contract addenda, if necessary
- Bid Analysis
- Preparation of a Conformed Construction set to include all addenda and changes during the bidding period.

Design Construction Support - During the construction phase, Kimley-Horn can provide the following design-related services to the City:

- Attend the pre-construction meeting.
- Provide review comments and acceptance letters/memos for each of the contractor's shop drawings and any other submittals required.
- Respond to Contractor Request for Information (RFI)
- Prepare construction change orders
- Attend field meetings
- Prepare a final punch list
- Perform a final inspection.

Construction Management Support - Kimley-Horn's Ron Taylor will augment the Cities' construction management staff during construction. Ron has 30 years of construction inspection experience including bridge and roadway construction and reconstruction for communities throughout California. He has been

responsible for evaluating contractors' ability to perform the needed work, inspecting work-in-progress for adherence to contract specifications, attending project meetings, determining corrective actions, and tracking project budgets. Ron will support the City's construction efforts by providing construction observation and monitoring, working with the contractor in response to field issues, and verifying progress payments. This proposal assumes a construction period of 6 months, and construction management support being provided for 20 hours per week. This proposal also assumes that all inspections and material testing are provided by the City or the Contractor.

Schedule:

Kimley-Horn is prepared to begin work immediately upon receipt of a signed Agreement and your notice to proceed, and we will endeavor to meet your scheduling needs. Completion of each subsequent task deliverable will depend on the nature and extent of the comments received, but all efforts will be made to expedite any revisions and assistance with response to comments. Kimley-Horn intends to provide the Bid Set submittal in December 2022 to support a Spring 2023 construction start.

Compensation, Fees and Expenses:

We propose to perform the Scope of Services outlined in Tasks 1 through 4 for a time and materials fee not to exceed the following:

Task Description (Base)	**Labor Fee**
Task 1: Project Management	$20,775
Task 2: Field Assessment	$59,960
Task 3: Plans, Specifications and Estimates	$237,300
Task 4: Additional Services	$156,000
Direct Costs	$1,000
Total Maximum Labor Fee	**$475,034**

Direct costs include direct expenses for the project such as in-house duplicating, facsimile, mileage, telephone, and postage.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.

By: Peter Meyerhofer P.E.
Vice President
P.E. No.: C68778