Exhibit "A"

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LEE ENGINEERING

October 17, 2013

Mr. Ken Stanton
Operations Manager
Town of Prescott Valley
7501 E. Civic Circle
Prescott Valley, AZ 86314

RE: Proposal for Professional Services
Traffic Signal Timing & MUTCD Compliance Update

Dear Mr. Stanton:

In response to our prior discussions, Lee Engineering offers the following services to develop updated signal timings for your traffic signals, and comply with new mandatory MUTCD requirements.

This project will accomplish the following:

- Provide a 2-sheet plan set for modifications to the Glassford Hill/Lakeshore Drive signal to provide new left turn arrows for east/west traffic. Lane striping modifications on the west approach will be accomplished by the Town, and shown and accounted for as an "existing" feature.

- Provide a temporary controller database upgrade to allow activation of the new east/west left turn arrows, indicate conflict monitor diode card changes, and provide temporary timings to allow the new configuration to function on a temporary basis until the overall set of new signal timings is developed and installed.

- Conform to a FHWA mandatory requirement of the 2009 MUTCD that requires all agencies operating traffic signals to determine the duration of YELLOW and ALL RED by engineering practices (develop written policy on file). The FHWA mandate requires conformance by December, 2014 or when timing adjustments are made, whichever comes first.

- Update the Synchro signal timing model to expand the model coverage to include new signals installed since the 2007 model.

- Implement the 2009 MUTCD pedestrian clearance interval (DON'T WALK) calculation using a pedestrian crossing speed of 3.5 feet per second. This implementation alone will affect the cycle lengths and GREEN times at all traffic signals, making this the right time to implement it, in order that overall coordination timings can already account for this change.

- Develop, implement and adjust new coordination plans for the signals along the Glassford Hill and Robert Road corridors for a weekday AM peak, Noon peak, and PM peak, as well as a Saturday mid-day peak period. Although not participating in the coordination plans, all other intersections will still be included in the AM, Noon, PM and Weekend models to determine their MAX GREEN timings, considering the new DON'T WALK, YELLOW and ALL RED rules being implemented. In the event the Town desires additional corridors or intersections included in coordination schemes, simply identify prior to the model work, and such request can be easily accommodated at no additional cost.

Scope of Work:

Develop a 2-page plan set to reflect physical modifications to the existing signal at Glassford Hill/Lakeshore, suitable for the Town to obtain bids from contractors to implement such changes in support of adding protected-permissive east/west left turn arrows.

Develop and provide Town staff with technical instructions for modifying the conflict monitor, activating and installing temporary timings to be used until such time the ultimate final timings are developed and installed.

Utilizing Traffic Research & Analysis, a professional traffic data collection company, obtain turning movement counts at each of 21 signalized intersections for the time periods of 7:00 AM to 9:00 AM, 11:00 AM to 1:00 PM, 3:00 PM to 6:00 PM on a Tuesday, Wednesday or Thursday, and 11:00 AM to 1:00 PM on a Saturday. Data collection will occur at least two weeks after the new Wal-Mart opens, to allow traffic to settle to what can be interpreted as "normal" conditions.

Update the existing Synchro Model of the Town of Prescott Valley's signalized intersections based on a scale accurate map (DXF) previously furnished by the Town.

If locations of future signals are known, we can build them into the model now, for future use.

Using turning movement counts obtained by Traffic Research & Analysis as part of this project, develop timing plans for AM, Noon/Off-Peak, and PM weekday peak periods,

and Saturday mid-day peak period. Timing development will consider existing speed limits, desirability/ability to coordinate adjacent signals, and develop new clearance timings incompliance with the FHWA mandated requirements of the 2009 MUTCD.

Develop a written Timing Policy for the Town to keep on file, representing the engineering procedure to be used in determining the YELLOW, ALL RED and DON'T WALK times. This document, along with implementation of the procedure in the controller timings, will make the Town fully compliant with the FHWA mandate.

Install and adjust timing plans at each signalized intersection, based on observed issues during implementation. Conduct subsequent adjustments, as needed, based on Town staff feedback and citizen input. The opening of the new Wal-Mart may cause seasonal issues that we will address as they occur, within the cost of this project.

Project Schedule:

Development of the timing policy document will occur within two weeks of project start. A draft version will be submitted for Town review and approval. A final version will be generated within one week of receipt of any Town comments.

Development of signal modification plans for the Glassford Hill/Lakeshore intersection shall occur within two weeks of project start.

Development and installation of new timings shall be within 4 weeks of receipt of the turning movement counts, which will be obtained at least two weeks after the opening of Wal-Mart.

Cost Proposal:

Lee Engineering proposes to conduct the above stated scope of work for a lump sum fee of Twenty One Thousand Nine Hundred Fourteen Dollars ($ 21,914). (Traffic data collection accounts for $12,414 (57%) of this cost.)

Thank you for the opportunity to continue serving the Town of Prescott Valley!

Sincerely,
Lee Engineering, LLC

Dave Bruggeman, PE, PTOE
Principal