

August 26, 2008

Mr. Scott McCullough
Planning Director
City of Lawrence Planning Department
Lawrence-Douglas County Metropolitan Planning Office
Sixth and Massachusetts Street
P.O. Box 708
Lawrence, KS 66044-0708

RE: Calendar Year (CY) 2008-09 On-Call Modeling Support for the Lawrence-Douglas County Metropolitan Planning Office

Dear Mr. McCullough:

This letter Agreement serves as a contract between the parties, the City of Lawrence, Kansas (City) and LSA Associates, Inc. (Consultant) for the Consultant to provide on-call travel demand modeling services to the City to support the planning activities of the Lawrence-Douglas County Metropolitan Planning Office (MPO) for CY2008 and CY2009. The Consultant will provide the services and deliverables as specified and requested by the City/MPO and agrees to comply with the scope of work listed in the request for proposal.

As we have previously discussed, there are no specified work tasks to describe at this time. However, the types of services that may be performed include travel model applications and enhancements, land use and transportation alternatives testing and analysis, training, external trip adjustments, calibration/validation, multi-modal/freight modeling, data collection, and other technical and planning services as requested. The City/MPO's request for proposal dated March 27, 2008 and LSA's proposal dated April 10, 2008, include additional descriptions of work that may be performed.

The Consultant shall begin services under this Agreement upon receiving notice to proceed from the City as represented by full execution of signatures below by the Consultant and the City. The Agreement shall remain in effect through December 31, 2009.

The Consultant shall bill its charges to the City on a monthly basis and include a description of work performed with each invoice. Labor and Direct Reimbursable Costs (Attachment 1) provided in our proposal dated April 10, 2008 will be used to determine charges. Please note that we have added Kaushik Sabba, a travel modeler and new employee at LSA, to the personnel list. The City/MPO will pay each bill which it finds to be in accordance with this Agreement within thirty (30) days of its receipt. In the event that sufficient funds have not been appropriated by the Unified Planning Work Program to continue this agreement in any budget year beyond the budget year in which this agreement is first entered, the City may terminate this Agreement at the end of its current budget year.

The Consultant shall provide the services under this Agreement on a time and materials basis for a total cost not to exceed \$15,000 for CY2008. CY2009 contract limits will be determined at a later date.

Mr. Scott McCullough
August 26, 2008
Page 2

Thank you for the opportunity to provide you with these services. We always look forward to working with you and your staff.

Sincerely,

LSA Associates, Inc.



Everett Bacon
Principal

ATTESTED BY:

Consultant



Everett Bacon
Principal
LSA Associates, Inc.

City of Lawrence

David L. Corliss
City Manager
City of Lawrence

August 26, 2008
Date

Date

Attachment

LEVEL OF EFFORT

FEE SCHEDULE FOR LSA ASSOCIATES, INC. RATES AND REIMBURSABLE EXPENSES

Personnel	Hourly Rate
Ray Moe, Managing Principal	\$175.00
Everett Bacon, Principal	\$140.00
Pritam Deshmukh, Senior Transportation Engineer	\$130.00
Sandipan Bhattacharjee, Senior Transportation Planner	\$125.00
Sean McAtee, Transportation Planner/Engineer	\$110.00
Kaushik Sabba, Transportation Planner/Engineer	\$95.00
Shanna Guiler, Senior Planner	\$100.00
Stephani Schupbach, GIS Database Specialist	\$90.00
Ravi Palakurthy, Transportation Planner	\$90.00
Scott Ladzinski, Graphic Designer	\$90.00
Elissa Palmer, Office Manager	\$80.00
Amy Robben, Transportation Intern	\$35.00
Expenses	Unit Rate
Mileage	\$0.505 per mile
Reproduction	\$0.10 per page
Reproduction (8 ½ X 11 - Inch Copies)	\$0.10/Page
Reproduction (8 ½ X 11 - Inch Color Copies)	\$1.00/Page
Reproduction (11 X 17 - Inch Copies)	\$2.00/Page
Reproduction (11 X 17 - Inch Color Copies)	\$3.00/Page
Facsimile	\$1.00 per page
Plotting	\$5.00 per linear ft.
Facsimile Transmittals	\$1.00/Page
CD-Rom Data Transmittal	\$5.00/CD
Expendable Supplies & Other Direct Costs	Cost + 5%