



January 2, 2024

Michael Kerski, Director of Planning and Development
City of Shakopee
485 Gorman Street
Shakopee, MN 55379

Subject: Proposal for Shakopee Gravel Development Traffic Study

Michael:

TC2 is pleased to submit this proposal to develop a traffic study for the proposed Gravel Development in the City of Shakopee. The site under consideration is in the southwest quadrant of the Mystic Lake Drive (CR 83) and 17th Avenue / Eagle Creek Boulevard (CR 16) intersection. The main objectives of the study are to quantify current area operations, identify transportation impacts associated with proposed development, and recommend improvements, if necessary, to ensure safe and efficient operations for all users. This study will support the transportation section of the Environmental Assessment Worksheet (EAW) being completed for the development. TC2 will also help coordinate with area agencies and provide technical guidance/support throughout the project approval process.

SCOPE OF SERVICES

1. Review historical vehicle and pedestrian/bicyclist volume data within the study area, as well as planning documents to identify previous area infrastructure recommendations, land use/trip generation assumptions, access/signal spacing, and other pertinent information.
2. Collect transportation data (i.e., turning movement and pedestrian/bicycle counts) during a typical weekday at the following intersections:
 - Mystic Lake Drive (CR 83) and Eagle Creek Boulevard/Dean Lakes Boulevard
 - Mystic Lake Drive (CR 83) and 17th Avenue / Eagle Creek Boulevard (CR 16)*
 - Mystic Lake Drive (CR 83) and Thrush Street*
 - Mystic Lake Drive (CR 83) and Valley View Road
 - 17th Avenue (CR 16) and Independence Drive
 - 17th Avenue (CR 16) and Philipp Drive
 - 17th Avenue (CR 16) and Emblem Way*
 - Eagle Creek Boulevard (CR 16) and Dean Lake Trail / Kinlock Way
 - Thrush Street and Independence Drive
 - Thrush Street and Hackberry Lane
 - Thrush Street and Archer Street / Dahlia Drive

*Data will be collected by Quality Counts. Counts will be collected during the a.m. and p.m. peak periods; *denotes a 13-hour count will be conducted.*

3. Conduct observations within the study area to understand general area activity, traffic operations, roadway characteristics, sight distance, and multimodal facilities. This task includes a detailed crash history analysis to identify any trends or hotspots.
4. Analyze existing intersection capacity during the weekday a.m. and p.m. peak hours using Synchro/SimTraffic software to identify levels of service and queue lengths at the study intersections outlined in Task 2.
5. Estimate the number of trips generated by the proposed development (and any known adjacent developments) during typical weekday a.m. and p.m. peak hours, and a daily basis using the latest *Institute of Transportation (ITE) Trip Generation Manual* and data provided by the project team. This task will consider alternative land uses, as well as reasonable multi-use reductions.
6. Distribute trips generated by the proposed development to the adjacent roadway network based on expected travel patterns and engineering judgment; this task will consider appropriate multimodal and/or pass-by reductions.
7. Develop traffic forecasts for one (1) future year condition (e.g., year 2030) as determined through coordination with the project team; this task will include a future year no-build condition. Forecasts will account for general background growth, known adjacent developments, planned transportation improvements, and the proposed development.
8. Analyze intersection capacity under future year no build and build conditions at the study intersections. This task will focus on weekday a.m. and p.m. peak hour operations using Synchro/SimTraffic software. This analysis will include up to two (2) access scenarios under build conditions along Mystic Lake Drive.
9. Develop, evaluate, and recommend potential infrastructure improvements to address existing and/or future issues and needs identified as part of the study. Preliminary signal warrant analysis is expected to be completed for up to four (4) intersections.
10. Review the proposed site plan, as well as any other related internal or site-specific issues, including circulation, access, parking, sight distance, and multimodal connections.
11. Prepare a draft memorandum documenting the findings and recommendations. Make revisions as appropriate based on City, agency, and/or project team review.
12. Prepare additional text to support transportation related questions associated with the EAW. This task includes coordination with the project team authoring the EAW to ensure accuracy and compliance.
13. Prepare for and attend up to four (4) meetings with the project team and/or agencies to discuss study findings and recommendations (i.e., kickoff, preliminary findings, planning commission, city council, etc.).
14. Provide day-to-day project management, administration, and quality control.

SCHEDULE

We are prepared to begin immediately and will complete this work within a mutually agreed-upon schedule. A study of this magnitude generally takes approximately eight to ten weeks to complete a draft report from notice to proceed.

BASIS OF PAYMENT/BUDGET

We propose to be reimbursed for our services on an hourly basis for actual time expended, including travel time. Invoices are submitted monthly for work performed during the previous month. Payment is due within 30 days. The cost of our services is estimated to range between \$26,000 and \$30,000, depending on the requested services. The fee may be more or less than estimated.

ACCEPTANCE/NOTICE TO PROCEED

We appreciate your consideration of this proposal and look forward to working with you. Please feel free to contact me if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Matt Pacyna', is written over a horizontal line.

Matt Pacyna, PE (MN, ND, WI)

Principal, Co-Founder

Transportation Collaborative & Consultants, LLC