



# Statement of Qualifications for Traffic Engineering Services for Vision Zero Action Plan

RFQ #202332

September 7, 2023



IN ASSOCIATION WITH







September 7, 2023

Danielle Zembrzuski  
Village of Wellington  
Clerk's Office  
12300 Forest Hill Boulevard  
Wellington, FL 33414

**Subject: Statement of Qualifications for Traffic Engineering Services for Vision Zero Action Plan RFQ #202332**

**T J K M, INC. (TJKM)** is pleased to submit our Statement of Qualifications for Traffic Engineering Services for a Vision Zero Action Plan to the Village of Wellington. We are confident that the TJKM Team will meet Wellington's goals and objectives for this project, all while exceeding your expectations within budget and on schedule. TJKM is a transportation planning, traffic operations, and traffic engineering firm with over 40 employees who provide professional services throughout California, Texas, and Florida. For over 49 years, more than 3,500 satisfied clients have entrusted TJKM with their critical work. We strive to develop policies and implement projects that enhances safety and benefits all modes of transportation, including automobiles, bicycles, pedestrians, and transit.

To meet the specific needs of the Village of Wellington, we are pleased to recommend Mr. Gary Schatz, PE, PTOE, PTP as the Project Manager. With over 35 years of transportation planning and engineering experience in both the public and private sectors, he continues to advance the tenants of community resiliency and sustainability, complete streets, and context-sensitive, people-centric solutions. He holds registration as a professional engineer in six states including Florida. He is a member of the American Planning Association, Congress for the New Urbanism, WTS, and the Institute of Transportation Engineers. He was a member of the project steering committee for the National Association of City Transportation Officials' *Urban Street Design Guide*. Mr. Schatz will serve as the single point of contact for the project for the Village of Wellington.

#### **Commitment**

As President of the firm, I am authorized to bind TJKM to a contract and you have my personal assurance that all the resources necessary to address the Village of Wellington's needs will be made available and ready to perform when the opportunity arises. TJKM certifies that this offer is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an offer for the same professional consulting services and is in all respects fair and without collusion or fraud. During the proposal process, please contact Mr. Schatz at (713) 591-5626, via email at [gschatz@tjkm.com](mailto:gschatz@tjkm.com). We look forward to hearing from you regarding further steps in the consultant selection process. Thank you for considering TJKM for this project.

Sincerely,

**T J K M, INC.**

Nayan Amin, TE, President

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## ACKNOWLEDGEMENT FORM





**SECTION 3**  
**FORMS**

**RFQ # 202332**  
**ACKNOWLEDGEMENT (TAB# 1)**

To: Wellington  
12300 Forest Hill Blvd  
Wellington, FL 33414

T J K M, INC.

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(Professional Consultant)

agrees to provide Professional Consulting Services as defined in this Request for Qualifications document and in accordance with the requirements of the specifications and related work authorizations/contract documents.

The undersigned Qualifier/Consultant has carefully examined the RFQ requirements and related contract documents and is familiar with the nature and extent of the work and any local conditions that may in any manner affect the work to be done.

The undersigned agrees to provide the Professional Consulting Services called for by the RFQ documents, in the manner prescribed therein and to the standards of quality and performance established by Wellington for the quality of service quoted.

The undersigned agrees to the right of Wellington to hold the Request for Qualifications submittals and guarantees the future related proposals for a period not to exceed one hundred and twenty (120) days from the effective date of the contract term.

The undersigned accepts the invoicing and payment policies specified in the RFQ.

Upon award of this RFQ, Wellington and Qualifier/Consultant each binds himself, itself, or herself, its partners, successors, assigns, and legal representatives to the other party hereto in respect to all covenants, agreements, and obligations contained in the RFQ Documents.

The RFQ Document constitutes the entire agreement between Wellington and Qualifier/Consultant and may only be altered, amended, or repealed by a Change Order or a written amendment.

The Qualifier/Consultant, by signing these RFQ Submittal pages, acknowledges and agrees to abide by all the terms, conditions, and specifications contained in this RFQ Document.



Dated this 28th day of August, 2023  
(Month) (Year)

INDIVIDUAL, FIRM, CORPORATION, LIMITED LIABILITY, PARTNERSHIP, OR OTHER FORM OF ENTITY

By: \_\_\_\_\_ / \_\_\_\_\_  
(Signature) (Print name)

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Social Security Number (OR) Taxpayer Identification Number (TIN): \_\_\_\_\_

CORPORATION

By: Nayan Amin / Nayan Amin  
(Signature) (Print name)

Address: 4305 Hacienda Drive, Suite 550  
Pleasanton, CA 94588

Telephone: ( 925 ) 463-0611 Fax: ( 925 ) 463-3690

Taxpayer Identification Number (TIN/EIN): 94-2239515

State Under Which Corporation Was Chartered: California

Corporate President: Nayan Amin  
(Print Name)

Corporate Secretary: Ruta Jariwala  
(Print Name)

Corporate Treasurer: \_\_\_\_\_  
(Print Name)

CORPORATE SEAL

Attest By: [Signature]  
Secretary

Signature: \_\_\_\_\_ Date: 08/28/2023



**Council**

Anne Gerwig, Mayor  
Michael J. Napoleone, Vice Mayor  
John T. McGovern, Councilman  
Michael Drahos, Councilman  
Tanya Siskind, Councilwoman

**Manager**

Jim Barnes

**RFQ No.** 202332

**Title:** Traffic Engineering Services for Vision Zero Action Plan

**RFQ Opening:** September 7, 2023

**Addendum Date:** August 31, 2023

**ADDENDUM NO. ONE**

**PURPOSE:** The purpose of this Addendum/NOTICE is to make changes, additions, deletions, revisions, and clarifications to the Request for Qualifications (RFQ) documents for the Traffic Engineering Services for Vision Zero Action Plan. Proposers shall review the Addendum requirements in detail.

**1. Meetings for the above referenced solicitation have been scheduled for the following dates and times:**

- Evaluation/Short-list Committee Review - September 26, 2023 starting at 9:00am  
The meeting will take place at the Village of Wellington's City Hall located at 12300 Forest Hill Boulevard Wellington, FL 33414. The meeting is open to the public.
- Presentations and Oral Interviews – October 17, 2023 starting at 9:00am  
Firms will be notified after the September 26<sup>th</sup> meeting, if they have been short listed. The sessions will take place at the Village of Wellington's City Hall located at 12300 Forest Hill Boulevard Wellington, FL 33414. Pursuant to Florida Statute all presentations and interview sessions shall be closed to the public. The selection committee will meet in a public meeting after all of the presentation/interview sessions are completed.

**2. Question: As currently worded in Article 5 STANDARD OF CARE of the Sample Agreement, the Village of Wellington is asking the consultant to assume the highest professional standards in performing its work. While we are committed to serving its clients, we are only required to do so in accordance with the professional standard of care, which is the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided. The relationship currently described in the proposal exceeds the Standard of Care to be provided by Design Professionals. Will the Village of Wellington please remove the last sentence, of this Article 5, so that this Article complies with the foregoing language?**

Response: No, Article 5 of the agreement shall remain the same.




3. **Question:** We request the Village of Wellington address problematic language in Article 6.2 **INDEMNIFICATION** of the Sample Agreement. The indemnity in Article 6.2 of the Sample Agreement does not comply with Florida Statute 725.08 by requiring a defense. Would the Village of Wellington please consider rewording same to conform with the statute and deleting the requirement to “defend”?

Response: Yes, Article 6.2 of the agreement has been revised to the following:

**6.2 INDEMNIFICATION**

*In consideration of the premises and the mutual promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, CONSULTANT hereby agrees to protect, ~~defend~~, indemnify, and hold harmless WELLINGTON, its officers and employees, from any and all claims, liabilities, damages, losses and costs, including but not limited to, reasonable attorney’s fees and court costs, to the extent caused by negligence, recklessness, or intentionally wrongful conduct of the CONSULTANT and other persons employed or utilized by the CONSULTANT arising out of or connected with this Agreement. Nothing contained herein shall be construed or interpreted as consent by WELLINGTON to be sued nor as a waiver of sovereign immunity beyond the waiver or monetary limits provided in section 768.28, Florida Statutes. The CONSULTANT acknowledges receipt of sufficient consideration for the indemnification provided herein.*

ACKNOWLEDGEMENT: Proposers must acknowledge receipt of any and all Addenda. Failure to do so may result in rejection of the RFQ. All requirements of the proposal documents remain unchanged except as cited herein.



Signature of Proposer Acknowledging Receipt of  
Addendum No. (1) One to be attached in front of RFQ

## DRUG-FREE WORKPLACE FORM



*Village of Wellington Statement of Qualifications for  
Traffic Engineering for Vision Zero Action Plan*

**TJKM**



## DRUG-FREE WORKPLACE (TAB #2)

Preference may be given to businesses with drug-free workplace programs. Whenever two or more Bids which are equal with respect to price, quality, and service are received by the Owner for the procurement of commodities or contractual services, a Bid received from a business that certifies that it has implemented a drug-free workplace program may be given preference in the award process. Established procedures for processing tie Bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business must attest to the following:

1. We publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. We inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. We give each employee engaged in providing the commodities or contractual services that are under Bid a copy of the statement specified in subsection (1).
4. We, in the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under Bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. We impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. We make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

T J K M, INC  
COMPANY NAME

  
\_\_\_\_\_  
AUTHORIZED SIGNATURE

Nayan Amin  
NAME (PRINT OR TYPE)

President  
TITLE





# CONFLICT OF INTEREST FORM



*Village of Wellington Statement of Qualifications for  
Traffic Engineering for Vision Zero Action Plan*



### CONFLICT OF INTEREST STATEMENT (TAB# 3)

This Proposal/Agreement (whichever is applicable) is subject to the conflict of interest provisions of the policies and Code of Ordinances of WELLINGTON, the Palm Beach County Code of Ethics, and the Florida Statutes. During the term of this Agreement and any renewals or extensions thereof, the VENDOR shall disclose to WELLINGTON any possible conflicts of interests. The VENDOR's duty to disclose is of a continuing nature and any conflict of interest shall be immediately brought to the attention of WELLINGTON. The terms below shall be defined in accordance with the policies and Code of Ordinances of WELLINGTON, the Palm Beach County Code of Ethics, and Ch. 112, Part III, Florida Statutes.

CHECK ALL THAT APPLY.

#### NO CONFLICT:

- ☒ To the best of our knowledge, the undersigned business has no potential conflict of interest for this Agreement due to any other clients, contracts, or property interests.
- ☒ To the best of our knowledge, the undersigned business has no employment or other contractual relationship with any WELLINGTON employee, elected official or appointed official.
- ☒ To the best of our knowledge, the undersigned business has no officer, director, partner or proprietor that is a WELLINGTON purchasing agent, other employee, elected official or appointed official. The term "purchasing agent", "elected official" or "appointed official", as used in this paragraph, shall include the respective individual's spouse or child, as defined in Ch. 112, Part III, Florida Statutes.
- ☒ To the best of our knowledge, no WELLINGTON employee, elected official or appointed official has a material or ownership interest (5% ownership) in our business. The term "employee", "elected official" and "appointed official", as used in this paragraph, shall include such respective individual's relatives and household members as described and defined in the Palm Beach County Code of Ethics.
- ☒ To the best of our knowledge, the undersigned business has no current clients that are presently subject to the jurisdiction of WELLINGTON's Planning, Zoning and Building Department.

#### POTENTIAL CONFLICT:

[ ] The undersigned business, by attachment to this form, submits information which may be a potential conflict of interest due to any of the above listed reasons or otherwise.

THE UNDERSIGNED UNDERSTANDS AND AGREES THAT THE FAILURE TO CHECK THE APPROPRIATE BLOCKS ABOVE OR TO ATTACH THE DOCUMENTATION OF ANY POSSIBLE CONFLICTS OF INTEREST MAY RESULT IN DISQUALIFICATION OF YOUR BID/PROPOSAL OR IN THE IMMEDIATE CANCELLATION OF YOUR AGREEMENT, WHICHEVER IS APPLICABLE.

T J K M, INC

COMPANY NAME

AUTHORIZED SIGNATURE

Nayan Amin

NAME (PRINT OR TYPE)

President

TITLE



## NON-COLLUSION





NON-COLLUSION AFFIDAVIT (TAB# 4)

State of California

County of Alameda

Being duly sworn deposes and says:

That he/she is an officer of the parties making the forgoing bid submittal, that such bid submittal is genuine and not collusive or sham, that said Bidder has not colluded, conspired, connived or agreed, directly or indirectly with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner, directly, or indirectly, sought by agreement of collusion or communication or conference with any person, to fix the price of affiant or any other bidder, or to fix any overhead, profit of cost element of said price, or that of any other bidder, or to secure any advantage against the authority, of any person interested in the proposed contract and that all statements in said bid is true.

T J K M, INC.

Name of Bidder

Nayan Amin

Print name of designated signatory

N. Amin

Signature

President

Title

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me appeared \_\_\_\_\_ personally known to me to be the person described in and who executed this \_\_\_\_\_ and acknowledged that (she/he) signed the name freely and voluntarily for the uses and purposes therein described.

In witness thereof, I have hereunto set my hand and affixed seal the day and year last written above.

(Affix Seal Here)

*see attached California  
acknowledgment 8/28/2023  
Reena L. Jany*

\_\_\_\_\_  
Signature

Notary Public in and for the State of \_\_\_\_\_

\_\_\_\_\_  
(Name Printed)

Residing at \_\_\_\_\_

My commission expires \_\_\_\_\_

## California All Purpose Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Alameda

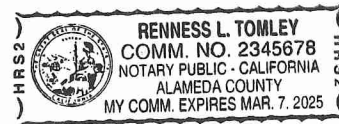
On August 28, 2023 before me, Renness L. Tomley, Notary Public,

personally appeared Nayan Amir who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Renness L. Tomley (Seal)



-----Optional-----

Description of Attached Document

Title or type of document: Non-Collision Affidavit (Tab#4)

Document date: 8-28-2023

P. 23a



**CERTIFICATION PURSUANT TO  
FLORIDA STATUTE § 215.4725**



**CERTIFICATION PURSUANT TO FLORIDA STATUTE § 215.4725 (TAB# 5)**

I, Nayan Amin, on behalf of T J K M, INC., certifies  
Print Name Company Name

that T J K M, INC. does not:  
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel list; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Cuba or Syria.



\_\_\_\_\_  
Signature

President  
Title

08/28/2023  
Date



# QUESTIONNAIRE



*Village of Wellington Statement of Qualifications for  
Traffic Engineering for Vision Zero Action Plan*



## QUESTIONNAIRE (TAB#6)

**PROJECT:** Traffic Engineering Services for Vision Zero Action Plan  
**OWNER:** Village of Wellington  
**CONSULTANT:**

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### INSTRUCTIONS

- A. All questions are to be answered in full, without exception. If copies of other documents will answer the question completely, they may be attached and clearly labeled. If additional space is needed, additional pages may be attached and clearly labeled.
- B. The Village of Wellington shall be entitled to contact each and every person/company listed in response to this questionnaire. The proposer, by completing this questionnaire, expressly agrees that any information concerning the proposer in possession of said entities may be made available to the Village.
- C. Only complete and accurate information shall be provided by the proposer. The proposer hereby warrants that, to the best of its knowledge and belief, the responses contained herein are true, accurate, and complete. The proposer also acknowledges that the Village is relying on the truth and accuracy of the responses contained herein. If it is later discovered that any material information given in response to a question was provided by the proposer, knowing it was false, it shall constitute grounds for immediate disqualification, termination, or rescission by the Village of any subsequent agreement between the Village and the proposer.
- C. If there are any questions concerning the completion of this form, the proposer is encouraged to contact Danielle Zembrzusi- 561-791-4107- [dzembrzusi@wellingtonfl.gov](mailto:dzembrzusi@wellingtonfl.gov).

Proposer's Name: T J K M, INC.

Principal Office Address: 4305 Hacienda Drive, Suite 550

Pleasanton, CA 94588

Official Representative: Nayan Amin

Individual  
Partnership (Circle One)  
Corporation

If a Corporation, answer this:

When Incorporated: 1974

In what State: California

If Foreign Corporation:

Date of Registration with  
Florida Secretary of State: \_\_\_\_\_

Name of Resident Agent: \_\_\_\_\_

Address of Resident Agent: \_\_\_\_\_

President's Name: \_\_\_\_\_



Vice President's Name: \_\_\_\_\_

Treasurer's Name: \_\_\_\_\_

Members of Board of Directors: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

If a Partnership:

Date of Organization: \_\_\_\_\_

General or Limited Partnership\*: \_\_\_\_\_

Name and Address of Each Partner:

Name

Address

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

\*Designate general partners in Limited Partnership

1. Number of years of relevant experience in operating similar business: 49

2. Have any similar agreements held by proposer for a similar project to the proposed project ever been canceled?

Yes ( )

No (✓)

If yes, give details on a separate sheet.

3. Has the proposer or any principals of the applicant organization failed to qualify as a responsible proposer, refused to enter into a contract after an award has been made, failed to complete a contract during the past five (5) years, or been declared to be in default in any contract in the last five (5) years? No

If yes, please explain:

4. Has the proposer or any of its principals ever been declared bankrupt or reorganized under Chapter 11 or put into receivership? No

If yes, give date, court jurisdiction, action taken, and any other explanation deemed necessary.

5. Person or persons interested in the proposal and Questionnaire Form \_\_\_\_\_ (have) ✓ (have not) been convicted by a Federal, State, County or Municipal Court of any violation of law, other than traffic violations. To include stockholders over ten percent (10%). (Strike our inappropriate words).

Explain any convictions on a separate sheet.

6. Lawsuits (any) pending or completed involving the corporation, partnership or individuals with more than ten percent (10%) interest (**NOTE: the response to this question may be "Refer to Tab# of the proposal" :**
- A. List all pending lawsuits  
N/A
- B. List all judgments from lawsuits in the last five years:  
N/A
- C. List any criminal violations and/or convictions of the proposer and/or any of its principals:  
N/A
7. Conflicts of Interest. The following relationships are the only potential, actual or perceived conflicts of interest in connection with this proposal: (If none, so state). Please also include a list of any clients within the boundaries of the Village of Wellington that the proposer or its firm has had within the last five (5) years.      None

The proposer understands that information contained in this Questionnaire will be relied upon by Wellington in awarding the proposed Agreement and such information is warranted by the proposer to be true. The undersigned proposer agrees to furnish such additional information, prior to acceptance of any proposal relating to the qualifications of the proposer, as may be required by the Village Manager.

*The proposer further understands that the information contained in this questionnaire may be confirmed through a background investigation conducted by the Palm Beach Sheriff's Department. By submitting this questionnaire, the proposer agrees to cooperate with this investigation, including but not necessarily limited to fingerprinting and providing information for credit check.*

I certify that the information and responses provided on this Questionnaire are true, accurate and complete. The Owner of the Project or its representatives may contact any entity or reference listed in this Questionnaire. Each entity or reference may make any information concerning the Contractor available to the Owner.

Signature of Authorized Representative



Dated August 28, 2023



## EVIDENCE OF INSURANCE CERTIFICATION







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/22/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> AssuredPartners Design Professionals Insurance Services, LLC 3697 Mt. Diablo Blvd Suite 230 Lafayette CA 94549	<b>CONTACT</b> NAME: Evan Brown PHONE (A/C, No, Ext): E-MAIL ADDRESS: Evan.Brown@AssuredPartners.com	<b>FAX</b> (A/C, No):
License#: 6003745 TJKM000-01	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
<b>INSURED</b> T J K M dba: TJKM Transportation Consultants 100 S. Ashley Drive, Suite 600 Tampa FL 33602	<b>INSURER A:</b> Travelers Property Casualty Company of America	25674
	<b>INSURER B:</b> The Travelers Indemnity Company of Connecticut	25682
	<b>INSURER C:</b> Travelers Casualty and Surety Co of America	31194
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**

CERTIFICATE NUMBER: 261609802

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	6800J039683	4/1/2023	4/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	BA5R185660	4/1/2023	4/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y	Y	CUP0D451898	4/1/2023	4/1/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	UB0K938923	4/1/2023	4/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability		Y	106898029	4/1/2023	4/1/2024	\$4,000,000 per Claim \$4,000,000 Annl Aggr

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

TJKM's Professional Liability policy with Travelers includes Pollution Liability coverage.  
The Excess-Umbrella Liability is Following Form to the General Liability, Automobile Liability and Employers' Liability policies.

**CERTIFICATE HOLDER**

CANCELLATION 30 Day NOC/10Day for NonPay of Prem

\*\*SPECIMEN CERTIFICATE\*\*\*\*

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.



# E-VERIFY MEMORANDUM OF UNDERSTANDING



*Village of Wellington Statement of Qualifications for  
Traffic Engineering for Vision Zero Action Plan*

## **TAB 8 E-VERIFY MEMORANDUM OF UNDERSTANDING**

TJKM has read the Agreement for Project Specific Professional Consulting Services, Article 36 E-Verify. TJKM will be in Compliance with FS 448.095 where Wellington requires all consultants, contractors and subcontractors to register with the U.S. Department of Homeland Security's E-Verify system to verify the work authorization status of newly hired employees.

TJKM understands that all contractors performing work for Wellington are required to provide proof of registration with the E-Verify System and must provide an affidavit stating that each subcontractor it hires does not employ, contract with, or subcontract with an unauthorized alien.



## CURRENT LICENCES/ CERTIFICATES OF AUTHORIZATION/REGISTRATIONS



**T J K M, INC (TJKM)** is pleased to submit our Proposal for the Vision Zero Action (VZAP) Plan Development to the Village of Wellington. TJKM will be the prime consultant on the project with supporting services from CTS Engineering. CTS Engineering will assist our team on Stakeholder Engagement and Collaboration.

## **TAB 9 CURRENT LICENSES/CERTIFICATES OF AUTHORIZATION/ REGISTRATIONS**







Department of Business  
& Professional Regulation

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## ONLINE SERVICES

[Apply for a License](#)  
[Verify a Licensee](#)  
[View Food & Lodging Inspections](#)  
[File a Complaint](#)  
[Continuing Education Course Search](#)  
[View Application Status](#)  
[Find Exam Information](#)  
[Unlicensed Activity Search](#)  
[AB&T Delinquent Invoice & Activity List Search](#)

## LICENSEE DETAILS

5:05:25 PM 9/1/2023

### Licensee Information

Name: SCHATZ, GARY WALTER (Primary Name)  
 Main Address: 4335 HAZEPOINT DR  
 KATY Texas 77494  
 County: OUT OF STATE

### License Information

License Type: Professional Engineer  
 Rank: Prof Engineer  
 License Number: 94378  
 Status: Current,Active  
 Licensure Date: 07/01/2022  
 Expires: 02/28/2025

### Special Qualifications

Qualification Effective

Civil 07/01/2022

### Alternate Names

9/1/23, 2:14 PM

WebFOCUS Report

## Florida UCP DBE Directory

Number of Vendors Returned: 1

Selection Criteria:

Vendor : T J K M

---

**Vendor Name:** [T J K M](#)  
**DBE Certification:** CERTIFIED **MBE Certification:** **ACDBE Status:** N **Statewide Availability:** Y  
**DBA:** **Former Name:**  
**Business Description:** A TRAFFIC ENGINEERING & TRANSPORTATION PLANNING FIRM WITH EXPERTISE IN TRAFFIC IMPACT STUDIES, SIGNAL DESIGN, SIGNAL TIMING, TRAFFIC OPERATIONS, FREEWAY OPERATION, TOLL LANE OPERATIONS STUDIES, LONG-RANGE PLANNING & DEVELOPMENT OF PLANS, SPECIFICATIONS  
**Mailing Address:** 1000 N ASHLEY DR  
 STE 925  
 TAMPA FL 33602  
**Contact Name:** NAYAN AMIN **Phone:** (925) 463-0611 **Fax:** (925) 463-3690  
**Email:** [NAMIN@TJKM.COM](mailto:NAMIN@TJKM.COM) **Web Site:** [WWW.TJKM.COM](http://WWW.TJKM.COM)  
**Certified NAICS**  
 541330 Engineering Services  
 541340 Drafting Services  
 541990 All Other Professional, Scientific, and Technical Services

**2021 FOREIGN PROFIT CORPORATION ANNUAL REPORT**

DOCUMENT# F19000001063

Entity Name: T J K M , INC.

Current Principal Place of Business:

4111 S.W. 135TH AVENUE  
DAVIE, FL 33330

Current Mailing Address:

4305 HACIENDA DR, STE 550  
PLEASANTON, CA 94588 US

FEI Number: 94-2239515

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

AMIN, NAYAN  
4111 S.W. 135TH AVENUE  
DAVIE, FL 33330 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent

Date

Officer/Director Detail :

Title P  
Name AMIN, NAYAN  
Address 4305 HACIENDA DR, STE 550  
City-State-Zip: PLEASANTON CA 94588

Title VP  
Name JARIWALA, RUTA  
Address 4305 HACIENDA DR, STE 550  
City-State-Zip: PLEASANTON CA 94588

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: NAYAN AMIN

PRESIDENT

02/08/2021

Electronic Signature of Signing Officer/Director Detail

Date

# State of Florida

## Board of Professional Engineers

Whereas, **Gary Walter Schatz** has shown competency and fitness to practice Professional Engineering and has complied with all requirements of the Board of Professional Engineers; therefore by virtue of the powers vested in said Board by the State of Florida, the Florida Board of Professional Engineers hereby issues this certificate of licensure numbered 94578 to practice Professional Engineering in the State of Florida as provided by the laws of the state and subject to the powers as vested in said Board.

In Testimony Whereof, Witness the signature of the Chair and Vice Chair under the seal of the Board this 1st day of July, 2022.



*Scott Drury*  
Scott Drury, PE  
Chair

*Dylan Alberg*  
Dylan Alberg, PE  
Vice Chair





**FIRM INFORMATION, PROJECT MANAGER;  
APPROACH AND METHODOLOGY,  
& LAWSUITS AND CLAIMS**



*Village of Wellington Statement of Qualifications for  
Traffic Engineering for Vision Zero Action Plan*

## TAB 10 FIRM INFORMATION, PROJECT MANAGER; APPROACH & METHODOLOGY, & LAWSUITS & CLAIMS

### Overview & Qualifications of TJKM

**T J K M, INC.** (TJKM) founded in 1974, is a transportation planning, traffic engineering, and traffic operations firm that provides professional services throughout Florida, California, and Texas. TJKM currently has a staff of 40 employees with offices in Tampa FL; Pleasanton, San Jose, Fresno, Sacramento, and Santa Rosa, CA; and Austin, TX. More than 3,500 satisfied clients have entrusted TJKM with their critical work. We serve a full-range of clients, including municipalities, congestion management agencies, metropolitan planning organizations, transportation agencies, private developers, other consulting firms, and attorneys. TJKM has been involved in more than 8,000 transportation projects and averages about 240 new projects each year. TJKM's primary service categories include traffic safety, transportation planning, traffic operations, corridor studies, traffic engineering design (including PS&E), Intelligent Transportation Systems (ITS), and multimodal studies. Our motivation comes from satisfying clients' objectives and improving communities. TJKM has a strong roster of both public and private sector clients and continually builds upon this base.

Our engineers have worked on the public side of the desk for years as municipal engineers, developing superior skills in collaborating with the public and city councils and, more importantly, crafting excellent relationships with the right people.

Our project managers, engineers, and planners have "hands-on" experience and understand the latest requirements, technologies, trends, and standards. Our experience with local agency processes keeps projects moving faster and know-how from thousands of engagements helps us complete projects on time and within budget.

### Vision Zero Action Plans

Our team is currently working on developing Vision Zero Action Plans (VZAP) for the Cities of Concord,

Cupertino, and Livermore in California. On these projects, our team members have assisted with developing a Vision Zero statement and guiding principles, analyzed 10 years of fatal and serious injury collision data and Cities' transportation network to identify collision patterns and trends, developed high injury network (HIN) to maximize the impact of future safety improvement projects, and established metrics and targets for year-over-year collision reduction monitoring. Through an extensive literature review process, analysis, community outreach and field observations our team members have identified proven safety countermeasures (used nationally and globally) to decrease roadway crash risks, create networks that are safe for all users and contribute to place making. The demographics of the area were also collected to ensure that the implementation of identified strategies and countermeasures are equitable throughout the community.



Through coordination with staff, stakeholders, and the community (through online and in-person community engagement events), our team members have helped these cities to form a Vision Zero Task Force that is assisting in developing and refining the core strategies and action policies for these Vision Zero initiatives to account for the uniqueness of the respective community. TJKM is also helping the cities to integrate their ArcGIS platform with the collision dashboard, which allows agencies to continuously monitor the performance of the implemented countermeasures and safety projects. This monitoring



mechanism helps to further fine-tune safety countermeasures and strategies.

### Systemic Safety Analysis Reports Program

The key to successfully starting and completing a systemic safety analysis is a clear and specific understanding of agency priorities, goals, and expectations for the process. The first issue that needs to be clearly and concisely resolved is the availability of high-quality crash, traffic, roadway, and environmental data. While crash data and traffic count data are often readily available, an SSARP can further benefit from detailed inventories of changes to the roadway infrastructure that have occurred over the analysis years, and databases and maps of terrain features and the location of signage, safety equipment, and traffic control.

The more data that is available, the higher the resulting detail in crash type and risk factor analysis will be. Field data collection is then utilized to augment available databases.



TJKM's approach to safety analysis for an SSARP is based on the following general workflow:

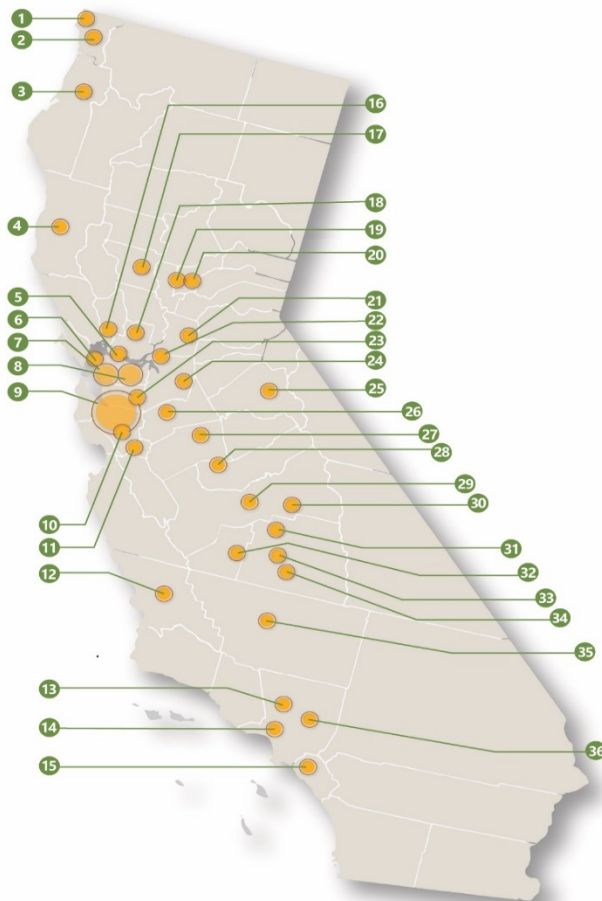
- *Identify crash types* associated with severe and fatal injuries based on system-wide collision data.
- *Identify risk factors* associated with severe crash types that can be used to identify and prioritize other high-risk locations, regardless of location crash history.
- *Determine safety trends* to determine if there are other underlying features contributing to crashes within the network.
- *Identify, map, and prioritize locations* across the roadway network for implementation through HSIP and other available funding mechanisms.

TJKM regularly assists jurisdictions with successful HSIP applications.

- *Identify low-cost countermeasures*, from Caltrans Roadway Safety Manual and other nationally vetted sources, which can be implemented at a large number of locations where risk factors are present throughout the jurisdiction's transportation system to maximize the return on safety investments.

### Local Road Safety Plans

Our team has successfully delivered or is currently developing Local Road Safety Plans (LRSP) for the Cities of Glendale, Yorba Linda, Antioch, San Bruno, Pinole, Isleton, Chowchilla, Williams, Cupertino, Pico Rivera, Pittsburg, Patterson, Danville, Orinda, Moraga, Albany and the Counties of Solano, Merced, Santa Clara, Yuba and Tulare. TJKM has successfully delivered or is currently developing multi-jurisdictional LRSP's for the Counties of Kern, Mendocino, and Santa Clara. Below is a graphic highlighting our LRSP experience throughout California.



- 1 **Crescent City**  
– Systemic Safety Analysis Report
- 2 **Del Norte County**  
– Systemic Safety Analysis Report
- 3 **Eureka**  
– Roadway Safety Audit Sign Upgrade Project
- 4 **Mendocino Council of Governments**  
– Local Road Safety Plans  
Mendocino County, Ukiah, Point Arena, Willits, Fort Bragg
- 5 **San Bruno**  
– Local Road Safety Plan
- 6 **Milbrae**  
– Local Road Safety Plan
- 7 **Alameda County**  
– Roadway Safety Audit & Sign Upgrade Project  
– Patterson Pass Road Safety Study  
– Crow Canyon Road Safety Study  
– City of Albany  
– Citywide Intersection Safety Improvement Study  
– Citywide Neighborhood Traffic Management Plan
- 8 **Contra Costa County**  
– Orinda Local Road Safety Plan  
– Moraga Local Road Safety Plan  
– Danville Local Road Safety Plan  
– Antioch Local Road Safety Plan  
– Pinole Local Road Safety Plan  
– Oakley Local Road Safety Plan  
– Pittsburg Systemic Safety Analysis Report
- 9 **Atherton**  
– Bike Safety Study  
**VTA Local Road Safety Plan**  
– Cupertino  
– Campbell  
– Gilroy  
– Los Altos Hills  
– Los Altos  
– Milpitas  
– Monte Sereno  
– Morgan Hill  
– Palo Alto  
– Roadway Safety Audit & Sign Upgrade Project  
– San Jose  
– Santa Clara  
– Sunnyvale  
– Safe Routes to School Projects
- 10 **Morgan Hill**  
– Roadway Safety Audit & Sign Upgrade Project
- 11 **Santa Clara County**  
– Countywide Local Road Safety Plan
- 12 **San Luis Obispo County**  
– Systemic Safety Analysis Report
- 13 **Glendale**  
– Local Road Safety Plan
- 14 **Culver City**  
– Local Road Safety Plan
- 15 **Yorba Linda**  
– Local Road Safety Plan
- 16 **Napa**  
– Local Road Safety Plan
- 17 **Williams**  
– Local Road Safety Plan
- 18 **Solano County**  
– Local Road Safety Plan
- 19 **Yuba City**  
– Systemic Safety Analysis Report
- 20 **Yuba County**  
– Systemic Safety Analysis Report  
– Local Road Safety Plan
- 21 **Folsom**  
– Local Road Safety Plan
- 22 **Isleton**  
– Local Road Safety Plan
- 23 **Livermore**  
– Sandia Lab Safety Study  
– Local Road Safety Plan
- 24 **Manteca**  
– Restore Reflective Sign Project
- 25 **Tuolumne County**  
– Roadway Safety Signing Audit
- 26 **Patterson**  
– Local Road Safety Plan
- 27 **Merced County**  
– Local Road Safety Plan
- 28 **Chowchilla**  
– Local Road Safety Plan
- 29 **Fresno**  
– No Passing Zone Safety Study
- 30 **Fresno**  
– Systemic Safety Analysis Report
- 31 **Dinuba**  
– Systemic Safety Analysis Report  
– Local Road Safety Plan  
– Kamm & Greene Safety Improvement  
– Pedestrian & Bicyclist Safety Study
- 32 **Kettleman**  
– Kettleman City Safe Routes to School
- 33 **Tulare County**  
– Local Road Safety Plan
- 34 **Farmersville**  
– Local Road Safety Plan
- 35 **Kern Council of Governments**  
– Local Road Safety Plans  
Arvin, Bakersfield, California City, Delano, Maricopa, Shafter, Taft, Tehachapi, Wasco
- 36 **Pico Rivera**  
– Local Road Safety Plan

## Safe Routes to School

TJKM has evaluated bicyclist and pedestrian safety and design improvements as part of numerous Safe Route to School projects, and our staff is highly cognizant of the dynamics of school route safety through our experience as city traffic engineers. We understand the characteristics of school-age children, as well as the often limited resources available to implement improvement measures. We strive to balance competing priorities and recommend safety measures that can be implemented in both the short and long term. We work with all project stakeholders to build consensus on improving safety for all students traveling to and from schools.



## Traffic Calming Operations & Design

About 20 percent of TJKM's total project experience is derived from traffic studies that include traffic calming recommendations and design elements. Our calming strategies have been implemented time and time again, because we begin these assignments with a careful, thoughtful analysis of existing traffic conditions.





Our success with traffic calming projects comes from years of tried and true experience. TJKM has written traffic calming policies and guidelines for many Bay Area cities, including Redwood City, Fremont, Hayward, Campbell, Los Gatos, Palo Alto, and San Leandro. We are in the process of updating Napa's 2005 program and initiating a program for Concord.



## Project Manager

### GARY SCHATZ, P.E., PTOE, PTP



**Registrations:** *Florida Civil Engineer 94378 | PTOE 1758 | PTP 519*

**Education:** *Master of Urban Planning, Texas A&M University, College Station, TX | B.S., Civil*

*Engineering, University of Oklahoma, Norman, OK*

With over 35 years of transportation planning and engineering experience in both public and private sectors, Mr. Schatz continues to advance the tenants of people-centric solutions. He is a member of American Planning Association, Congress for the New Urbanism, WTS, and Institute of Transportation Engineers and a worked on the National Association

of City Transportation Officials' (NACTO) *Urban Street Design Guide*. He has either developed or reviewed traffic engineering and transportation planning efforts for projects or the daily traffic operations while serving as the City Traffic Engineer for the City of Austin, Texas.

He has completed numerous Local Road Safety Plan including Safety Action Plans to enhance safety for all modes of transportation and users. He is currently working on developing Vision Zero Action Plans for Cities of Concord, Cupertino and Livermore.

During the proposal process, please contact Mr. Schatz at (713) 591-5626, via email at [gschatz@tjkm.com](mailto:gschatz@tjkm.com), or via postal mail at 600 Congress Avenue, 14th Floor, Austin, TX 78701.

## Subconsultants



Founded and headquartered in Broward County over 12 years ago, CTS Engineering (CTS) provides full engineering services with a focus on transportation design and implementation. Their rapid growth over the years has led to an expansive team of 90+ professionals throughout offices in Miami, Fort Lauderdale, Orlando, and the Treasure Coast. At CTS they pride themselves in achieving the highest levels of service and responsiveness to government agencies, municipalities, and private companies. They have extensive experience working with state agencies, especially with the FDOT, as well as cities and counties throughout South Florida. CTS offers a wide array of services, including transportation planning, traffic engineering, public transit support, roadway design, policy planning, advanced technology support, data collection, statistical analysis, PD&E studies, TDM, multimodal improvements, economic analysis, market analysis, and return investment management. At CTS they maintain high standards for their research and development capabilities and closely monitor progressive research efforts to provide advanced and effective technology-oriented services.

## Project Specific Approach & Methodology

### PROJECT UNDERSTANDING

Vision Zero is a heartfelt belief that no one should be killed or seriously injured in a traffic crash and that this belief can and should become a reality. Vision Zero recognizes that people will sometimes make mistakes, so the road system and related policies should be designed to ensure those inevitable mistakes do not result in severe injuries or fatalities. This means that system designers and policymakers are expected to improve the roadway environment, policies (such as speed management), and other related systems to lessen the severity of crashes.

Vision Zero is a multidisciplinary approach, bringing together diverse and necessary stakeholders to address this complex problem. In the past, meaningful, cross-disciplinary collaboration among local traffic planners and engineers, policymakers, and public health professionals has not been the norm. Vision Zero acknowledges that many factors contribute to safe mobility - including roadway design, speeds, behaviors, technology, and policies — and sets clear goals to achieve the shared goal of zero fatalities and severe injuries.

It is our understanding that the Village of Wellington desires to enhance safety and operations for all modes of transportation and users on a proactive

basis and is in the process of developing a Vision Zero Action Plan to achieve a street network with no severe injuries or fatalities by Year 2030. Wellington plans to develop a Zero-Vision Action Plan to improve roadway safety by eliminating roadway fatalities and serious injuries, focused on all users and implement the Plan so that the Village can apply for grants to fund and execute projects identified in the VZAP. The goal of the plan is to develop the tools to strengthen the community's approach to safety through effective countermeasures.





Wellington envisions developing a data-driven VZAP, which will be a living document and guide Wellington to commit to a Vision Zero implementation plan that is concrete and action-driven while being responsive to the context and needs of the community. Wellington envisions the Vision Zero Plan reaching successful fruition through community engagement and attention to equity following a road map for action and using tools for measuring and assessing progress toward the goal of eliminating fatal and severe injury crashes. Based on our experience working on similar projects our Project Approach and Scope of Work is detailed below.

## PROJECT APPROACH

The Vision Zero initiative, first initiated in Sweden in 1997 and later embraced by many European countries, has received significant traction among US cities in recent years. Transportation professionals and policymakers at all levels of government have realized that losing near 40,000 people to traffic-related deaths each year is a staggering number and that traffic crashes and the resulting loss of human lives is completely unacceptable and preventable. Vision Zero is a huge paradigm shift from current and prior practices of local governments where streets are primarily designed to accommodate vehicular traffic and most safety improvements were implemented in a "reactive" mode after experiencing many crashes, injuries, and deaths.



Vision Zero is a thoughtful and proactive and comprehensive approach to implement Safe System Approach by designing, operating, and maintaining our public streets in a manner that everyone can safely, reliably, and conveniently

access the transportation network, irrespective of their mode choice, age, gender, or socio-economic background. It is an ongoing safety program working towards a future with zero roadway fatalities and serious injuries by focusing on infrastructure, human behavior, responsible oversight of the vehicle and transportation industry and emergency response.

The FHWA has adopted the **Safe Roads for Safer Future - A Joint Safety Strategic Plan** that embodies the vision Towards Zero Deaths and serious injuries on the Nation's roadways. Communities throughout the United States have modified their Circulation Elements within their General Plans to encourage well-balanced, multimodal transportation with increased emphasis on safety and accessibility for all roadway systems users. Various organizations throughout the world including the World Health Organization, American Association of State Highway and Transportation Officials (AASHTO), National Association of City Transportation Officials (NACTO), American Association of Retired Persons, and Institute of Transportation Engineers have embraced Vision Zero and Towards Zero Deaths movement in different ways.



During the last three years, numerous cities and counties have developed VZAP, aiming at reducing traffic-related deaths to zero in the next 15-20 years. Some cities and counties have adopted even more aggressive goals and pledged to eliminate traffic-related severe injuries as well. While the involvement of internal and external stakeholders and the level of their commitment may differ from agency to agency, all VZAP inherently focus on the same goals of eliminating traffic crashes to zero in coming years.



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### Drive safe. Bike safe. Walk safe.

TJKM intends to analyze Wellington's transportation networks, traffic volumes and collision history, injury types and causes, system parameters, etc., and develop a VZAP that will enhance safety for all modes of transportation and for all ages. In partnership with Wellington, TJKM will utilize an extensive community outreach process that will ensure that the residents, businesses, and other stakeholders have the opportunity to engage and provide valuable feedback in the process. The TJKM Team is quite excited about the opportunity to utilize our extensive experience in this area and develop a comprehensive, realistic, and achievable VZAP.

**At the core of a VZAP rests a belief that every traffic crash is preventable and traffic related injuries and deaths can be avoided.** A sound VZAP is built on the following principles:

#### Commitment

The Village Council and all of Wellington's staff must embrace the fact that traffic-related deaths and serious injuries are preventable, and that they are committed to eliminating deaths and serious injuries from Wellington's roadways. Wellington's vision to provide a safe and secure transportation system for all users shows the commitment to eliminating traffic

fatalities and severe injuries from Wellington's transportation network. A strong commitment to develop and implement a VZAP from various stakeholders is critical to achieving the goals of the VZAP.

#### Collaboration

The VZAP is a data-driven, actions-oriented plan, to be implemented in collaboration with various departments, residents, businesses, and other external entities that may include first responder agencies, transit agencies, school districts, healthcare providers, and more. Coordination and collaboration from these entities is critical at all stages of plan development and implementation.

#### Equity

The plan must truly reflect the diversity of transportation system users in terms of mode choice, age, physical limitations, and socio-economic background. It should support the safe and convenient accessibility needs of all without compromising the needs of a specific group.

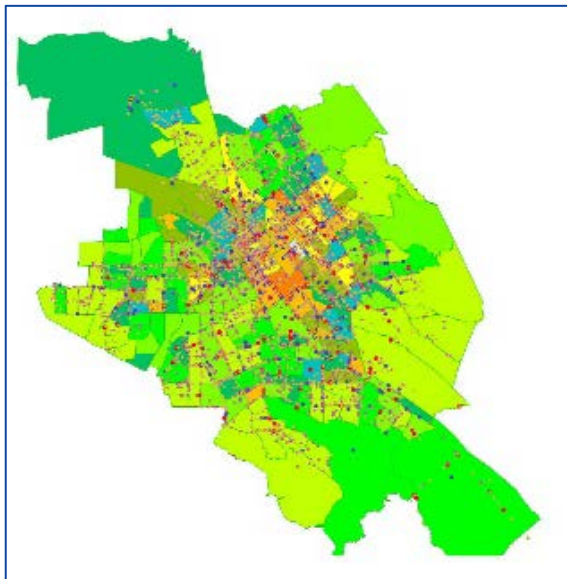
#### Accountability

Development of a VZAP does not guarantee elimination of traffic-related death and injuries without full accountability from all departments and external stakeholders that contribute to various action items. To assure that the agreed-upon targets are met and everyone is held accountable, appropriate Performance Indicators (PI) and targets must be developed and included in the Final VZAP.

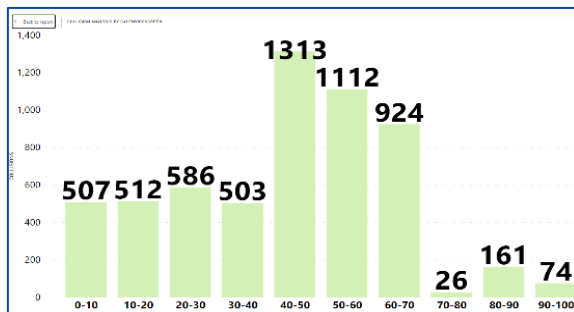
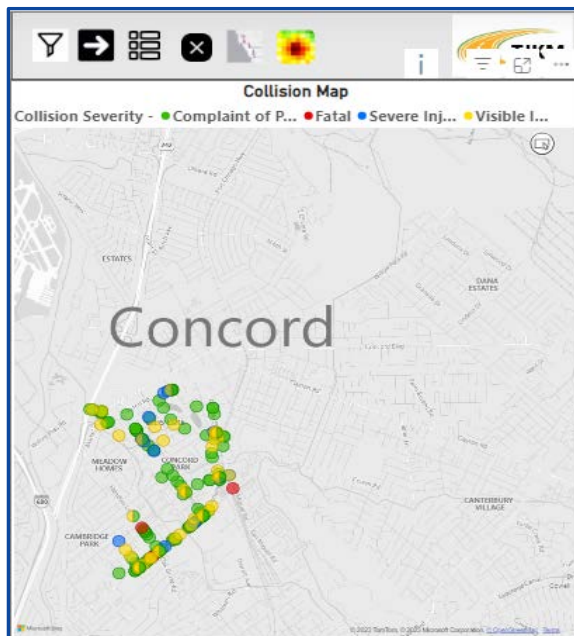
TJKM has extensive experience developing safety plans for all modes of transportation and users and neighborhood traffic calming programs that will be instrumental in developing an ambitious yet implementable VZAP for Wellington. From our knowledge of similar plans developed by numerous cities, we fully recognize that Wellington's VZAP will be unique and include different elements that best meets the needs of its community. Our preliminary Scope of Work to developing this plan is outlined below. We do recognize that with further discussions



with staff and community, this approach will be modified as appropriate.



**Cal Enviro Equity Data superimposed with Collision Data**



## SCOPE OF WORK

The following scope of work builds on the Request for Proposal and is based on TJKM's experience working on similar projects.

### Task 1 Kick-off Meeting, Refine Study Scope/Tasks, Task Schedule, & Community Engagement/ Assessment Process

#### 1.1 Project Kick-Off Meeting

The TJKM Team will schedule a Kick-Off Meeting within the first month of Notice to Proceed. We will prepare meeting agenda, sign-in sheets, handouts, and a brief PowerPoint presentation to ensure meeting productivity. We anticipate the following discussion:

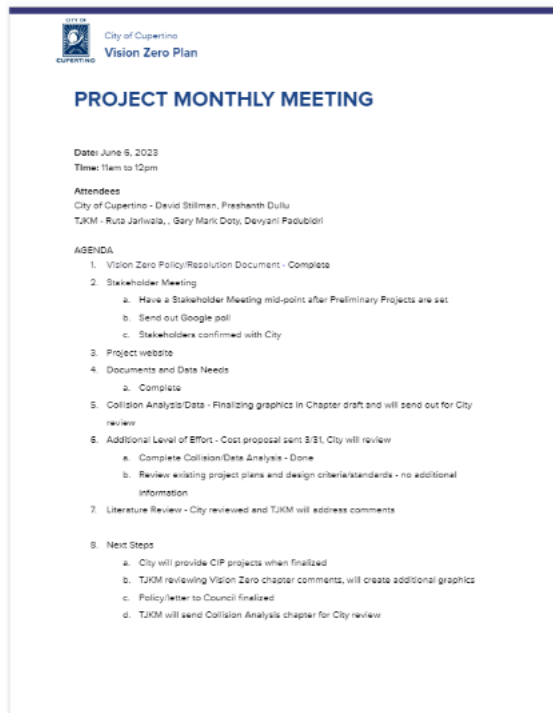
- Discuss project goals and objectives
- Discuss scope of work and schedule
- Finalize project timeline and identify key milestones
- Discuss and confirm critical data needs and data sharing protocol
- Discuss Community/Stakeholder Outreach and Engagement Plan
- Discuss internal meeting schedule, invoicing, and progress updates
- Discuss other relevant information

#### 1.2 Monthly Reporting/Invoicing

TJKM will prepare monthly invoices and progress reports in accordance with the Village of Wellington's invoicing and reporting methodologies. TJKM will obtain any templates or protocols from the Village of Wellington staff, as available. Each progress report will at a minimum include:

- Summary
- Progress narrative
- Description of tasks completed
- Project schedule describing the percentage of each task/deliverable/milestone
- Summary of costs incurred per task/milestone
- Schedule and schedule tracking narrative
- List of deliverable items
- Management issues
- Needed corrective actions

- Statement of resolution of problems
- 30-day look ahead



### 1.3 Regular Project Management Meetings

The TJKM Team will facilitate up to 12 monthly meetings with the project team and relevant staff. TJKM also proposed to maintain all the meeting notes, agenda and action items through google docs which will be living document throughout the life of project which provides open and up-to-date communication platform.

### 1.4 Project Management Plan

The TJKM Team will develop a Project Management Plan (PMP) at the onset of the project, documenting overarching goals and objectives of the project, communication channels, project monitoring strategies, and foreseeable challenges and plausible alternatives. We will update the PMP on a monthly basis concurring the project management meetings.

#### **Deliverables:**

- ✓ *The Village of Wellington Project team meeting to review and update project scope/Kick-Off Meeting notes-next steps*
- ✓ *Project scope revisions and 12 month schedule with milestones*
- ✓ *Project team meeting calendar with milestones*

- ✓ *Stakeholder/Community group contact list*
- ✓ *Community and Stakeholder Outreach and Engagement Program*

### Task 2 Assessment of Existing Policies, Programs, & Practices (Value Added Task)

The purpose of this task is to ensure the VZAP visions and goals are aligned with prior planning efforts and that the potential E's strategies are consistent with local and regional policies and guidelines. The TJKM Team will review at a minimum the following documents:

- County and Local Jurisdiction General Plan's
- Specific Plans
- Bicycle and Pedestrian Master Plans
- Design Guidelines
- Engineering Standard Plans
- Capital Improvement Programs
- Regional Transportation Plan
- Federal Transportation Improvement Program
- Safe Routes to Schools Initiative

We will summarize contents and key transportation and safety elements of the aforementioned documents in a Technical Memorandum. Based on our firm's past experience, we ensure the VZAP is developed consistent with the following documents:

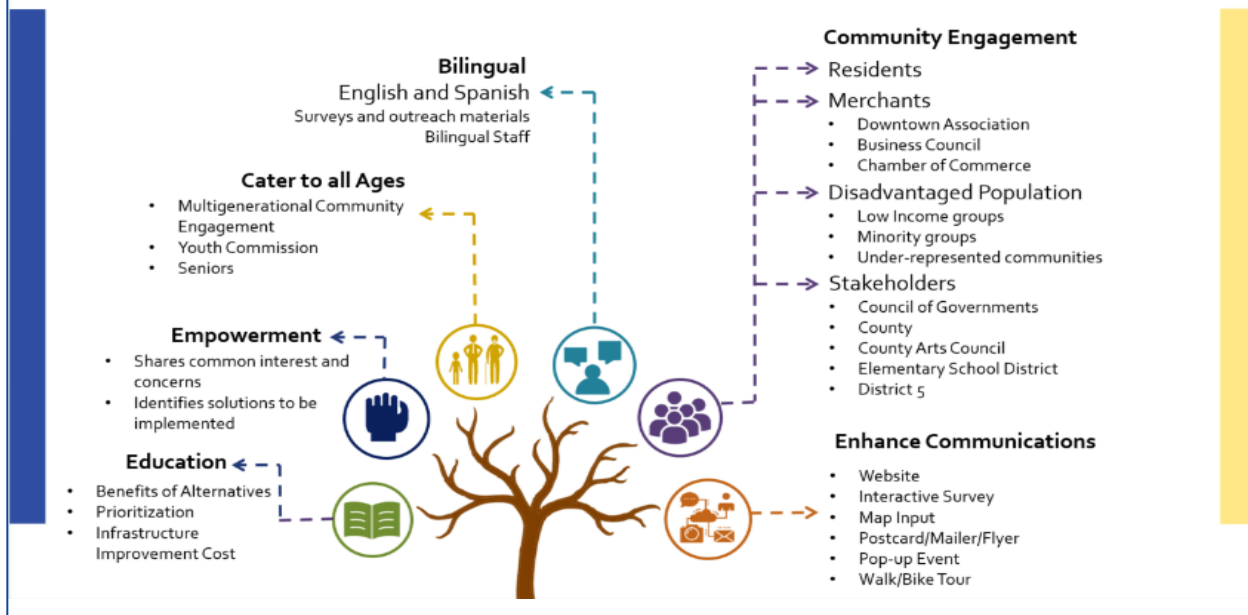
- FHWA – Local and Rural Road Safety Briefing Sheets: Local Road Safety Plans
- FHWA – Developing Safety Plans: A Manual for Local and Rural Road (2012)
- FHWA – Systemic Safety Project Selection Tool (2013)
- FHWA – Local and Rural Road Safety Program
- Highway Safety Manual
- NACTO, AASHTO, ITE/CNU, Florida Greenbook, MUTCD
- US Access Board – Public Right of Way Accessibility Guidelines (ADAAG) (2023)

#### **Deliverables:**

- ✓ *Technical Memorandum summarizing the Existing Policies, Programs, and Practices*



# Approach to Public Outreach and Building Consensus



## Task 3 Vision Zero Task Force/Community Engagement & Assessment (Stakeholder Engagement and Collaboration)

### 3.1 Vision Zero Task Force

The TJKM Team with the assistance of Wellington's staff, identify and recruit relevant parties to participate in the village-wide Vision Zero Task Force Group, including but not limited to:

- Elected officials or designated representatives
- Jurisdiction Planning/Public Works staff
- Health and Human Services
- Law Enforcement/Public Safety (Police, Fire, EMS, et al.)
- Education - Office of Education/Unified School Districts
- Advocates - Bicycle and Pedestrian Coalition
- Local businesses – Chamber of Commerce

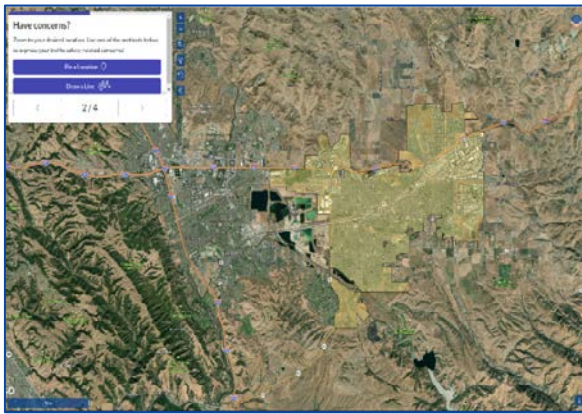
- Community Based Organizations
- Residents from identified Disadvantaged Communities

Under this task TJKM Team will attend up to four meetings organized by Wellington.

### 3.2 Vision Zero Task Force & Public Outreach Schedule

Under this task, the TJKM Team in consultation with Wellington will develop a public outreach plan which will include scheduled public outreach meetings, data gathering and incorporating information previously collected from Treasure Coast Regional Planning Council (TCRPC), Palm Beach County, and Wellington., a process to identify data sharing agreement and travel patterns from the various agencies including data scrubbing and data sharing techniques. A total of *two public outreach meetings will be organized* to solicit and listen to community concerns, review data and documents at key milestones. TJKM will develop presentation materials and documents for outreach meetings and will attend all of the above mentioned meetings.

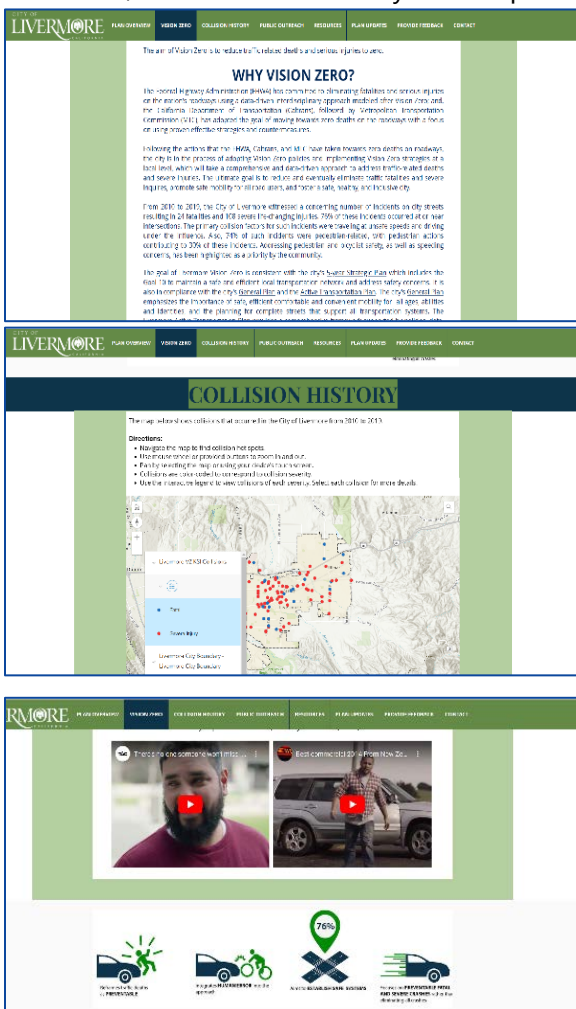




Interactive GIS Map Input Platform for reporting concerns from the community

### 3.3 Webpage

Under this task, to solicit feedback, communicate data and information to the public we will develop a Vision Zero Webpage on Wellington's website with an interactive, user friendly map tool.



We propose to use **interactive GIS mapping web base tool**, which we have successfully used for more than 60 LRSP projects. The **interactive map tool** will provide an overview of Vision Zero and its principles, purpose, goals, and objectives with complete instructions for using the tool. The webpage will include but not limited to project overview, events, project updates, comment boxes, contact information, a public draft review section, in addition to an interactive GIS mapping and interactive input. We propose to update the website on a monthly basis.

### 3.4 Evaluation & Analysis of Collected Information

Under this task, the information collected from community engagement and stakeholder workgroups will be summarized, evaluated, and analyzed. Based on the evaluation and analysis the findings will be cross-referenced with project recommendations in existing countywide plans.

#### Deliverables:

- ✓ Stakeholder Workgroup Contact List/Participant confirmation
- ✓ Workgroup and Public outreach calendar/schedule (10 month timeframe) Maps, visuals and collateral, and meeting notes/summaries for all meetings
- ✓ Wellington Vision Zero Webpage (through Wellington Website) with map based tool for public feedback and information distribution
- ✓ Summary analysis of Public/Stakeholder feedback including comment matrix and community-driven projects list, as an Appendix



- ✓ Summary (Matrix) cross reference of projects with public comments in 2.4
- ✓ Organize and attend two public meeting
- ✓ Attend four Vision Zero Task Force meetings

#### Task 4 Vision Zero Statement

Based on assessment of existing programs, policies and other relevant documents, input from the stakeholders and vision zero task force group and in consultation with Wellington, TJKM Team will develop Vision Zero Statement, Guiding Principles and Goals and Objectives of the plan at the onset of the project.



#### TASK 5 Data Collection & Analysis

TJKM has developed a tool to conduct collision analysis using GIS maps, implementable actions, and performance measure for VTA and Concord. **We propose to develop similar tool for Wellington to conduct the collision analysis, identify counter measures, and evaluate performance of implemented measures as part of this project.**

##### 5.1 Data Analysis

**Collision Data.** TJKM will obtain the latest 10 years of collision data from available sources provided by Wellington. We will obtain county, regional, and statewide statistics and collision data for comparison. If data is available we would also collect attributes associated with collisions that would assist to identify the number of collisions that involves visitors.



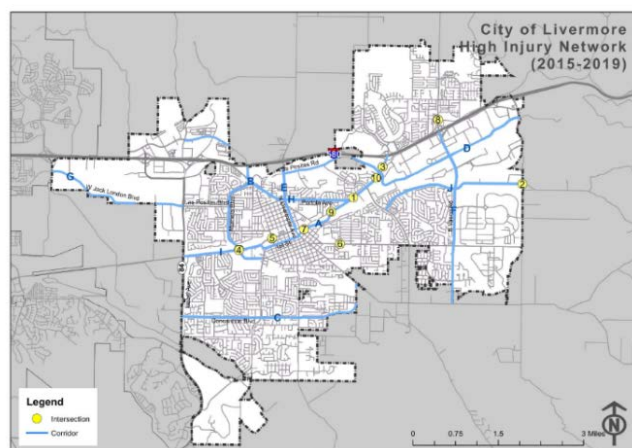
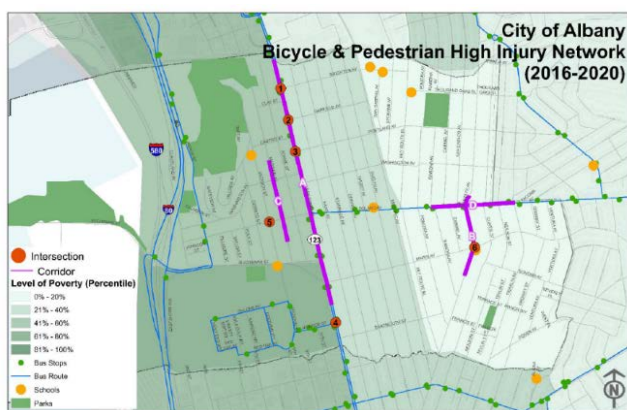
**Volume Data.** We will utilize the Average Daily Traffic (ADT) and turning movement counts available for calculating crash rates. We will work with Village staff on obtaining counts from relevant studies, engineering and traffic surveys, or travel demand models. The ADT information will be recorded in Excel and GIS (shapefile) formats.

**Systemic Analysis.** The TJKM Team will conduct a village-wide collision analysis for all collisions, with an emphasis on Fatal and Severe Injury (F+SI) collisions. This will be a data-driven process including the following steps:

- Collision Trend: Analyzing and summarizing collision distribution including severity, travel mode, trend over time, lighting conditions, weather conditions, time of day, demographics of the victims and parties at-fault, collision type, and violation category.
- Collision Profile: Combining collision factors to identify prominent collision types.

We will produce GIS-based mappings, charts, and other visualizations to help inform decision making. We will summarize the collision analysis and maps in a technical memorandum.

**High Injury Network (HIN).** This is a critical step to identify locations throughout Wellington that are collision-prone such that future collision can be prevented. Primarily, TJKM will identify the Village's HIN by ranking collision rates over roadway network. These are the corridors responsible for fatal and serious injury crashes along Wellington's roadways.



In addition, the TJKM Team proposes to employ the Sliding Window Algorithm (SWA) to pinpoint collision-prone locations that can oftentimes neglected from a simple HIN ranking process. The SWA partitions the Village roadway system into comparable segments and is used to ensure the corridor ranking is based on normalized collision rate calculation. Our collision rate calculations will be in compliant with FHWA guidelines and Highway Safety Manual.

**Emphasis Areas (Collision Profile).** Based on the collision analysis and HIN identified, the TJKM Team will identify *emphasis areas* and develop a collision profile. The collision profile will include description and goals of the emphasis area, indicating the primary risk factors, collision types, facility type, and related collision statistical summary.

## COLLISION PROFILES & COUNTERMEASURE TOOLBOX

The City of Cupertino has identified crash patterns or profiles that emphasize the top 10 trends observed in crashes resulting in people being killed or seriously injured (KSI). These profiles are developed through the analysis of collision data and relevant environmental factors. Each profile identifies a crash pattern that is considered a priority concern. Accompanying each profile are safety countermeasures that are most applicable to the specific crash and location context. These countermeasures, which include engineering, education, and enforcement strategies, form a toolbox of safety interventions that the City of Cupertino will utilize to implement projects tailored to address unique safety issues.

The subsequent pages identify ten profiles and their respective countermeasures. We have evaluated these countermeasures using four criteria: Efficacy, Cost, Complexity, and assigned each criterion a score:

HIGH: ■■■■  
MEDIUM: ■■■  
LOW: ■■  
UNKNOWN: ■

**Efficacy:** This refers to the expected safety benefit, determined through academic research and industry standards.

**Cost:** The overall expense involved in designing and implementing the countermeasure.

**Complexity:** The anticipated level of difficulty the City may encounter when implementing the countermeasure.

### TOP COLLISION PROFILES



### PROFILE 2 UNSAFE SPEEDS



The primary collision factor is identified as "unsafe speed" indicating that one of the parties involved was driving at a speed greater than is reasonable or prudent. Reducing vehicle speed can give drivers additional time to respond to potentially dangerous situations, leading to a decrease in the severity of injuries by lessening the impact of the crash. The subsequent countermeasures suggest potential strategies for redesigning our roads, aiming to discourage driving at unsafe speeds and ensure compliance with the existing speed limits.

### FACTORS

- Primary Collision Factor is UNSAFE SPEED
- 71% of collisions occurred on arterial streets

### MODES



### STATS

14 KSI CRASHES

- Accounts for 17% of all KSI collisions and 36% of vehicle KSI collisions
- 4% of KSI collisions involving pedestrian and bicyclists



The emphasis areas will inform the identification of countermeasures, policy strategies, and safety projects in later stages of the project.

### Deliverables:

- ✓ Village-wide injury and collision data analysis summary for 10 years



- ✓ *Village-wide HIN GIS Map*
- ✓ *Optional Task for keeping and distributing data. Create a data dashboard that allows for sharing of collision and injury data in forms that are easily accessible and understandable to the different stakeholders in the region (e.g. summary data for community members; condensed details for staff and policy makers).*

## Task 6 Implementation & Evaluation Strategies

### 6.1 Policy & Strategies Development

The TJKM Team will share its experience and involvement in safety related projects, as well as suggest the most feasible and reasonable practices that Wellington should take into consideration for implementation. Vision Zero Policy is the guiding principle of the VZAP. It establishes a foundation for ongoing actions and updates of the VZAP. The Vision Zero Policy will include but not limited to overarching goals and objectives of Wellington's Vision Zero initiatives, clear target on fatal and severe injury collision reductions and eventual elimination, suggested departmental involvement, and performance tracking methods.

### 6.2 Safety Projects & Programs

**Engineering.** In addition to pedestrian/bicycle-specific improvements, we will explore solutions for enhancing safety for all roadway users within Wellington. The TJKM Team will leverage our extensive experience in LRSP, SSAR, and VZAPs to develop safety projects for Wellington. We will also consider the safety improvements identified as part of other studies within Wellington at high-risk locations, and will review the effectiveness of any improvements that have already been implemented using available historical collision data comparisons. In this task TJKM will identify and develop one project concept and grant application which will be eligible for the Safe Streets for All (SS4A) Implementation Project.

Under this task, TJKM will also identify non-engineering strategies of education, encouragement, and enforcement. We will develop actions, performance measures, and monitoring steps for each emphasis area. We will first review existing safety

programs provided by local jurisdictions and extract ongoing efforts that could be utilized for the emphasis areas.

**Education.** TJKM brings exceptional experience developing educational material for transportation system users of all ages. Our extensive expertise with safety flyers/brochures, websites, age-specific training programs, safety videos, media campaigns, Safe Routes to Schools initiatives, and Street Smarts programs will be utilized to develop a broad range of educational enrichment programs within Wellington.



TJKM will also learn more about the many educational programs, if any offered by the School District, and recommend additional programs or services as appropriate.

**Encouragement.** Creating a safe culture where people feel comfortable using the travel mode of their choice. TJKM will develop strategies that empower the community to participate in various community-initiated safety events and campaigns.

**Enforcement.** TJKM will work closely with Wellington's public works and emergency management departments to develop strategies that will help calm traffic and improve compliance of traffic regulations. Our likely recommendations will include a wide range of strategies including reducing speed limits, radar enforcement of speed and red light violations, pedestrian right-of-way violations, and

bicycle safety matters. We will also explore and recommend effective sting operations utilized by many enforcement agencies that result in eliminating dangerous behaviors and improved safety for all users.



**Emergency Medical Services (EMS).** TJKM will collect input on concerns and challenges regarding EMS encounters while providing service on roads on a daily basis. We will base this on the input develop engineering and non-engineering strategies that improve roadway conditions and response time of their services.

**Equity.** TJKM will coordinate with local jurisdictions to identify most at-risk populations for targeted messages. We want to address transportation safety for all modes and include all the community irrespective of social, racial, and economic status and to achieve safer transportation for all. We will use the following strategies to address Equity:

- Involve Low-Income, Disadvantaged and Minority Groups
- Engage and Involve Youth
- Engage communities of Color
- Engage with Senior Citizens and Older Adults
- Engage with Persons with Disabilities and Special Health Care Needs
- Engage with Limited English Proficiency Populations

**Engagement.** TJKM will work with local jurisdictions staff to develop strategies for the outreach by developing video clips, websites, and community workshops.

**Evaluation.** Tracking progress in reducing fatal and severe injury collisions. The TJKM Team firmly believes in measuring performance and making necessary adjustment to improve continuously. Supporting the adage *“you can’t manage what you don’t measure”*, we will develop appropriate performance indicators (PI’s) that will inform Wellington about the success of its VZAP. The PI’s will be aligned with Vision Zero policy which could include but not limited to:

- Number of crashes involving bikes, pedestrians, school-aged children, and seniors
- Number of crashes where alcohol was the prime factor
- Number of injury and fatal crashes
- Rate of injury and fatal crashes per 1,000 population
- Bicycle and pedestrian counts along major corridors
- Number of children walking or bicycling to schools

We will develop PI’s that are feasible, meaningful, fairly straightforward, and inexpensive to track year over year. Tracking such PI’s will help Wellington to evaluate success of various strategies and allow appropriate changes when intended results are not achieved. We will summarize the E’s strategies in a memorandum.

### 6.3 Implementation Framework

The TJKM Team will first provide a matrix of pursuable Federal and State grant fact sheets that instructs Wellington’s staff with materials and timeline for each funding opportunity. We will develop the Implementation Plan as part of the VZAP, based on the E’s strategies with detailed descriptions, estimated timeline of completion, responsible agencies, and potential funding sources.

#### **Deliverables:**

- ✓ *Short-term (one year or less) mid-term (one-three years) and long-term (four-seven years) action list of projects and programs*
- ✓ *Draft policy and resolution templates will be kept flexible for modification by each jurisdiction as needed with consistent policy language*



- ✓ *Develop short/mid/long-term funding plan in alignment with strategy list and resources*

### **Task 7 Vision Zero Plan Outline, Final Plan, & Appendices**

The TJKM Team will develop a VZAP plan outline consisting at a minimum the following chapters:

- Executive Summary
- Acknowledgements
- Vision Statement
- Introduction
- Stakeholder Engagement
- Goals, Objectives and Strategies
- Policy and Planning Context
- Existing Conditions
- Best Practices
- Policy Development
- Proposed Safety Projects and Programs
- Implementation Plan

VZAP outline will describe the purpose and flow of each chapter, as well as lists of potential figures, maps, and tables and their purposes within that particular chapter. The TJKM Team will complete a Draft VZAP including all components mentioned above. We will present the Draft VZAP to the Technical Advisory Committee, the Traffic Safety and Vision Zero Advisory Committees, and the Board to receive approval/acceptance of plans, as well as any additional input prior to finalization. In addition, we will email a web link of the Draft VZAP to all stakeholders that have participated in the planning

## **SCHEDULE**

Our proposed team is an experienced team with specific strengths in each of the areas required to deliver this project on schedule and within budget to the satisfaction of Wellington. Our proposed team has a proven track record of successful similar projects and is dedicated to providing high-quality products. With our available resources and experience, TJKM is equipped to provide the level of responsiveness required by Wellington, all while providing professional and quality services. We have developed an individualized approach for each task that, combined with an active project management and team-oriented approach, will ensure the delivery of timely, high-quality services.

The personnel listed in our organization chart are available to work on the project for the entire duration of the project. Our proposed staff has the availability to accept and complete this key project on schedule and within budget. TJKM will complete this project in accordance with the schedule shown below.

process with instructions on how they can provide feedback. Upon receipt of the feedback, the TJKM Team will revise and generate the Final VZAP based on input.

### **Deliverables:**

- ✓ *VZAP Outline-two rounds of review*
- ✓ *Draft VZAP and Appendices documents-two rounds of review incorporate final round comments received in Appendix*
- ✓ *VZAP PowerPoint for presentation to various boards, councils, and committees*

### **Task 8 Draft Vision Zero Plan Presentation & Adoption**

Under this task, TJKM will prepare and attend up to two council meeting to present the findings and also assist with adopting the Resolution and the Action Plan. TJKM Team will present the Draft VZAP to Wellington's Village Council for adoption. Based on the input received from the Council, the Draft VZAP will be revised to incorporate the input. The Final VZAP will be submitted for approval and adoption.

### **Deliverables:**

- ✓ *Attend and present at two Council Presentations*
- ✓ *Assist in adopting the Resolution and Action Plan*
- ✓ *Final VZAP including any final draft changes requested by Wellington's Village Council. All plan data/documents/graphics files/GIS in electronic format ready for print production and website (Wordpress) ready.*

## Village of Wellington, TX | Vision Zero Action Plan Schedule (RFQ #202332)

TASK NAME	DURATION	START	FINISH
<b>Project Management</b>	<b>261 days</b>	<b>Mon 10/2/23</b>	<b>Mon 9/30/24</b>
Notice-to-Proceed	1 day	Mon 10/2/23	Mon 10/2/23
Kick-Off Meeting	1 day	Tue 10/10/23	Tue 10/10/23
Revised Scope of Work & Schedule	5 days	Wed 10/11/23	Tue 10/17/23
Submit to Wellington	1 day	Wed 10/11/23	Wed 10/18/23
Regular Project Management Meetings	197 days	Tue 12/27/23	Wed 9/27/23
Project Management Plan	5 days	Wed 10/11/23	Tue 10/17/23
Submit to Wellington	1 day	Wed 10/18/23	Wed 10/18/23
<b>Assessment of Existing Policies, Programs &amp; Practices</b>	<b>22 days</b>	<b>Wed 10/25/23</b>	<b>Thu 11/23/23</b>
Develop Draft Technical Memorandum	10 days	Wed 10/25/23	Tue 11/7/23
Submit to Wellington	1 day	Wed 11/8/23	Wed 11/8/23
Wellington Staff Review	7 days	Thu 11/9/23	Fri 11/17/23
Develop Final Technical Memorandum	3 days	Mon 11/20/23	Wed 11/22/23
Submit to Wellington	1 day	Thu 11/23/23	Thu 11/23/23
<b>Vision Zero Task Force/Community Engagement &amp; Assessment</b>	<b>193 days</b>	<b>Wed 10/11/23</b>	<b>Fri 7/5/24</b>
Vision Zero Task Force	15 days	Wed 10/25/23	Tue 11/14/23
Vision Zero Task Force & Public Outreach Schedule	163 days	Wed 11/22/23	Fri 7/5/24
Vision Zero Task Force Meeting 1	1 day	Wed 11/22/23	Wed 11/22/23
Vision Zero Task Force Meeting 2	1 day	Wed 2/7/24	Wed 2/7/24
Vision Zero Task Force Meeting 3	1 day	Wed 4/17/24	Wed 4/17/24
Vision Zero Task Force Meeting 4	1 day	Fri 7/5/24	Fri 7/5/24
Public Outreach Meeting 1	1 day	Wed 4/10/24	Wed 4/10/24
Public Outreach Meeting 2	1 day	Thu 4/11/24	Thu 4/11/24
<b>Webpage</b>	<b>180 days</b>	<b>Wed 10/11/23</b>	<b>Tue 6/18/24</b>
Evaluation & Analysis of Collected Information	21 days	Mon 11/27/23	Mon 12/25/23
Develop Draft Summary Matrix	7 days	Wed 11/27/23	Tue 12/5/23
Submit to Wellington	1 day	Thu 12/6/23	Wed 12/6/23
Wellington Staff Review	5 days	Thu 12/7/23	Wed 12/7/23
Develop Final Summary Matrix	3 days	Tue 12/14/23	Tue 12/14/23
Submit to Wellington	1 day	Tue 12/19/23	Tue 12/19/23
<b>Vision Zero Statement</b>	<b>48 days</b>	<b>Tue 12/19/23</b>	<b>Thu 2/22/23</b>
Develop Draft Vision Zero Statement	21 days	Tue 12/19/23	Tue 1/16/24
Submit to Wellington	1 day	Wed 1/17/24	Wed 1/17/24
City Staff Review	15 days	Thu 1/18/24	Wed 2/7/24
Develop Final Vision Zero Statement	10 days	Thu 2/8/24	Wed 2/21/24
Submit to Wellington	1 day	Thu 2/22/24	Thu 2/22/24
<b>Data Collection &amp; Analysis</b>	<b>111 days</b>	<b>Wed 11/1/23</b>	<b>Thu 4/3/24</b>
Data Collection	75 days	Wed 11/1/23	Tue 2/13/24
Data Analysis	60 days	Tue 12/5/23	Mon 2/26/24
Develop Draft Technical Memorandum	15 days	Tue 2/20/24	Mon 3/11/24
Submit to Wellington	1 day	Tue 3/12/24	Tue 3/12/24
Wellington Staff Review	10 days	Wed 3/13/24	Tue 3/26/24
Develop Final Technical Memorandum	5 days	Wed 3/27/24	Tue 4/2/24
Submit to Wellington	1 day	Wed 4/3/24	Wed 4/3/24
<b>Implementation &amp; Evaluation Strategies</b>	<b>92 days</b>	<b>Wed 3/20/24</b>	<b>Thu 7/25/24</b>
Policy Development	21 days	Wed 3/20/24	Wed 4/17/24
Safety Projects & Programs	30 days	Thu 4/11/24	Wed 5/22/24
Implementation Framework	21 days	Thu 5/23/24	Thu 6/20/24
Develop Draft Technical Memorandum & Policies	15 days	Wed 6/12/24	Tue 7/2/24
Submit to Wellington	1 day	Wed 7/3/24	Wed 7/3/24
Wellington Staff Review	10 days	Thu 7/4/24	Thu 7/17/24
Develop Final Technical Memorandum & Policies	5 days	Thu 7/18/24	Thu 7/24/24
Submit to Wellington	1 day	Thu 7/25/24	Thu 7/25/24
<b>Vision Zero Plan</b>	<b>73 days</b>	<b>Fri 6/7/24</b>	<b>Tue 9/11/24</b>
Develop Draft Vision Zero Plan	45 days	Fri 6/7/24	Thu 8/8/24
Submit to Wellington	1 day	Fri 8/9/24	Fri 8/9/24
Wellington Staff Review	21 days	Mon 8/12/24	Mon 9/9/24
Develop Final Vision Zero Plan	15 days	Tue 8/27/24	Mon 9/16/24
Submit to Wellington	1 day	Tue 9/17/24	Tue 9/17/24
<b>Vision Zero Plan Presentation</b>	<b>29 days</b>	<b>Wed 7/17/24</b>	<b>Mon 8/26/24</b>
Village Council Presentation 1	1 day	Wed 7/17/24	Wed 7/17/24
Village Council Presentation 2	1 day	Mon 8/26/24	Mon 8/26/24



## QUALITY CONTROL

TJKM's Quality Assurance Procedures are utilized throughout the life of the Project. Quality Control starts at the proposal and scope definition stage and continues through the completion of all assignments. To assure that errors, omissions and ambiguities in submittals and drawings are limited to an absolute minimum, the responsibilities for technical review, peer review/coordination checking, and technical audit functions are assigned to the appropriate TJKM Team members. TJKM's approach integrates the work of our subconsultants into the quality control system through the use of established procedures and our peer review/independent checking capability augmented with technical audits.

### QA/QC Process



## COST CONTROL

Control of project costs will be accomplished by monitoring on a task level basis. This detailed task level will roll up into milestone summaries and a project summary. Our cost accounting system is a "live" database that the project manager can access to determine the financial status of the project at any time. Cost control reporting to TJKM's Project Manager will be implemented through the invoicing process. Progress reports will also be included to relay information on project progress and critical issues.



## Litigation

TJKM has not had any lawsuits or litigations within the last 10 years.

# TRAFFIC ENGINEERING SERVICES



*Village of Wellington Statement of Qualifications for  
Traffic Engineering for Vision Zero Action Plan*



## TAB 11 TRAFFIC ENGINEERING SERVICES

### Overview of Technical Capabilities

#### EXPERTISE IN TRAFFIC ENGINEERING



The TJKM Team has all the requisite technical experience that is required to complete any project successfully. Our team members have extensive knowledge and experience of traffic signal coordination, implementation and fine-tuning, traffic studies, intersection levels of service, freeway, and arterial operational studies, Plans, Specifications and Estimates (PS&E) for signals and as-built plans, neighborhood and circulation plan studies, data collection, traffic handling plans, pedestrian and bicycle studies, traffic safety analysis, operational analysis, and signing and striping.

Our project manager Gary Schatz has over 35 years in traffic engineering and operations experience. He has served communities ranging in population from 90,000 to 1.2 million and managed annual budgets up to \$8.9 million and capital budgets of over \$10 million with staff up to 80 persons. He is known for his "firsts": first use of waterborne traffic marking paint in Oklahoma; first modern roundabouts and first railroad quiet zone in Houston, Texas; first modern roundabout in College Station, Texas; first cycle tracks, first compact roundabouts, and first precursor policy to Vision Zero in Austin, Texas; first traffic calming program, first bike plan, first mini roundabout, first temporary roundabout, and first complete streets project in Bryan, Texas.

#### VISION ZERO KNOWLEDGE

Our team is currently working on developing VZAP's for the Cities of Concord, Cupertino, and Livermore in California. On these projects, our team members have assisted the Cities in developing a vision statement and guiding principles, analyzed 10 years of injury collision data and Cities' transportation network to identify collision patterns and trends, developed HIN to maximize the impact of future safety improvement projects, and established metrics and targets for year-over-year collision reduction monitoring. Through an extensive literature review process, analysis, community outreach and field observations our team members have identified proven safety countermeasures (used nationally and globally) to decrease roadway conflicts, create networks that are safe for all users and contribute to place making.

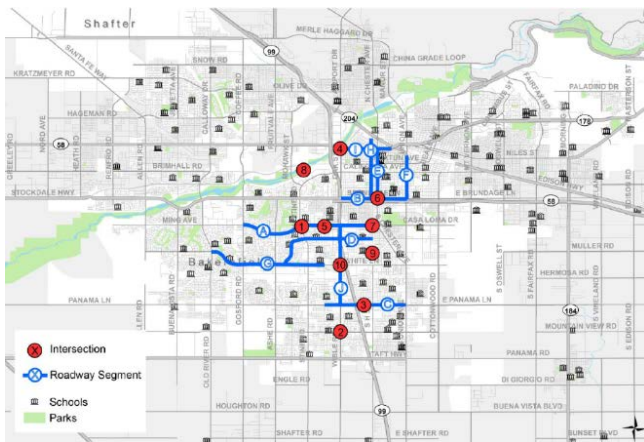


#### LOCAL ROAD SAFETY PLANS

Our team has successfully delivered or is currently developing Local Road Safety Plans (LRSP) for the Cities of Glendale, Yorba Linda, Antioch, San Bruno, Pinole, Isleton, Chowchilla, Williams, Cupertino, Pico Rivera, Pittsburg, Patterson, Danville, Orinda, Moraga, Albany and the Counties of Solano, Merced, Santa Clara, Yuba and Tulare. TJKM has successfully delivered or is currently developing multi-jurisdictional LRSP's for the Counties of Kern, Mendocino, and Santa Clara. Below is a graphic highlighting our LRSP experience throughout California.

## DATA ANALYSIS & CRASH INVESTIGATION

TJKM uses a data-driven approach that integrates crash data, traffic volumes, and GIS information through an online dashboard developed exclusively by TJKM. This user-friendly web-based platform draws from a state level crash database to process and present graphical representation of data in relevant and easily understandable formats. Interactive features within the dashboard allow users to filter information or adjust settings to better understand the data, resulting in deeper insights and more effective performance monitoring and trend identification, which leads to better data-driven decisions.



This dashboard was used to develop LRSP studies for over 40 communities throughout California. The studies were submitted to Caltrans for consideration of receiving grant funding for implementation. Buoyed by strong data analytics, the need for the recommended safety improvements was inherently apparent. As a result, these communities received a total of \$75 million in funding. Subsequently, three communities are leveraging their LRSP studies to create Vision Zero policies and programs, and TJKM is assisting with this endeavor.

## STAKEHOLDER ENGAGEMENT & COLLABORATION

Projects move at the speed of trust. People want to be and feel heard. They want to be and feel acknowledged. They want to be and feel respected. Community engagement is not only listening but feeling and embracing at a personal level the needs,

fears, aspirations, frustrations, and expectations of the community. This requires earning the trust of the community one person at a time and then continually growing and nurturing that trust. Through coordination with staff, stakeholders, and the community (through online and in-person community engagement events), our team members have helped our local government clients to form Vision Zero Task Forces that guide the development of core strategies and action policies for these Vision Zero initiatives to account for the uniqueness of the respective community. TJKM is also helping the cities to integrate their ArcGIS platform with the collision dashboard, which allows agencies to continuously monitor the performance of the implemented countermeasures and safety projects. This monitoring mechanism helps to further fine-tune safety countermeasures and strategies.

The TJKM methodology is to work collaboratively with communities, stakeholders, and our project partners. We believe that “fish-bowl planning” fosters and builds trust because the public perceives that we are being transparent and that the process is legitimate, inclusive, and fair. We want the public to hear us “thinking out loud” as we develop options and alternatives.

## EQUITY CONSIDERATIONS



Equity is ensuring that Safe Streets for All and Vision Zero initiatives are benefiting all demographic groups, with particular attention to ensuring safe, healthy, and fair outcomes for people with disabilities, low-income populations, Native American peoples, people of color, female, LGBTQ, people whose families speak a



language other than English, people experiencing houselessness, and other demographic groups. Analysis of Census data reveals populations which are considered vulnerable, and reaching and including these groups and individuals is paramount to the success of this project.

Our project team is well versed in considering and delivering considerations of equity in all of our efforts. Our Project Manager Mr. Schatz recently earned his Master of Urban Planning degree. Course study electives included Disaster Recovery and Hazard Mitigation, Urban Public Transportation Planning, and Designing Sustainable Transportation. Part of the curriculum included developing a comprehensive plan for Willacy County, Texas, which has notable levels of vulnerability, and those vulnerabilities were specifically addressed. The traffic calming programs he has crafted and managed included extensive focus on equity and inclusivity.

Our task lead for Equity Consideration, Mr. Fritz, has 18 years of professional experience in the redevelopment of local and regional centers along with the revitalization of economically distressed neighborhoods. Mr. Fritz is currently pursuing his Ph.D. in Urban and Regional Planning from the University of Texas at Arlington. His thesis is *Correlation between Transportation Equity and Urban Development*.

Ms. Jariwala is task lead for Stakeholder Engagement and Collaboration. The planning studies that Ms. Jariwala manages include significant community engagement and consensus building. She is charged with demonstrating equity by making meaningful connections with otherwise underserved or overlooked communities and individuals. Her skills with developing and using matrixed databases coupled with GIS allows for successful equity and resiliency analysis of communities.

Mr. Doty, who will provide critical support to the tasks of Stakeholder Engagement and Collaboration and Policy and Standards Analysis is an accomplished senior-level planner and project manager with broad stakeholder, community and government relation

expertise in the public and private sectors. He leads citywide and countywide studies that include extensive community engagement that emphasize the importance of equity and resiliency. He is successful in bringing those topics to the public and facilitating conversations that bridge gaps and develop trust and partnerships critical to project success.

## **POLICY & STANDARDS ANALYSIS**

Our Project Manager Mr. Schatz has served as Managing Engineer for Traffic Engineering and Operations for the City of Houston, Texas and Assistant Director and City Traffic Engineer for the City of Austin, Texas. These roles required him to understand, interpret, and apply various federal, state, and local laws, ordinances, regulations, and policy documents. As such, he was also charged with offering and developing revisions that made for better policy. For example, he spearheaded the use of Pedestrian Hybrid Beacons in Texas; however, to do so required changing State law. Mr. Schatz collected letters of support from other city traffic engineers from across the state and offered testimony at the State legislature in support the proposed bill, which was successfully passed and adopted as law.

Ms. Jariwala is task lead for Policy and Standards Analysis. She strongly advocates for improvements, programs, and policy revisions that will better serve all agencies and community groups. Examples include numerous LRSP's that led to successful grant applications and active VZAP's with numerous communities.

Providing support to the task of Policy Standards and Analysis, Mr. Doty has actively assisted with monthly commission and board meetings, stakeholder and other community outreach, downtown place making, economic development fund review and administration, historic designation, code writing and policy review.

Mr. Fritz has extensive experience with the redevelopment of catalytic projects through master planning and strategic land acquisition. His experience with neighborhood and downtown

development involved the use of infill housing/land banking, implementing significant public infrastructure improvements, full-scale code enforcement approaches, managing a business improvement district, and creating opportunities for economic development in federally designated CDBG neighborhoods. Requiring an in depth knowledge and understanding of various laws and regulations, Mr. Fritz has provided in-depth land use/economic analysis, management of public outreach initiatives, GIS support, land sale coordination, project management, and led master planning efforts.

### **PROJECT PLANNING & PRIORITIZATION**

TJKM is recognized for our transportation planning and design capabilities. TJKM is a full-service transportation planning and engineering firm that develops mobility strategies and transportation design solutions that support community goals, with the technical expertise necessary to ensure that proposed solutions are feasible. TJKM staff have assisted several cities with integrated transportation/land use planning efforts, including General Plans, Specific Plans and related planning efforts. Our approach to analysis and development of recommendations keeps in mind that variation arises due to complex reasons that range from accessibility afforded to residents in a particular area, to cultural, social and economic reasons that are not traditionally considered by transportation planners.

### **PUBLIC POSTING & ONLINE PUBLICATION**



TJKM has a combined total experience in this area of about more than 100 years, including involvement in many meetings, hearings, and workshops involving

substantial areas of conflict among the participants. We excel in this setting and value a diversity of views by promoting public engagement and feedback.



TJKM specializes in a variety of community outreach methods and strategies to assist our projects and clients, including public workshops, focus groups, hosting walking/biking tours, development of project websites for announcements and to elicit feedback, and intercept and online surveys.



Our team will utilize our distinctive insights from our past experiences to proactively identify and address potential concerns. Building on those prior lessons learned, we will work closely with stakeholders to develop alternatives that meet safety and mobility goals while also supporting a community-driven approach.

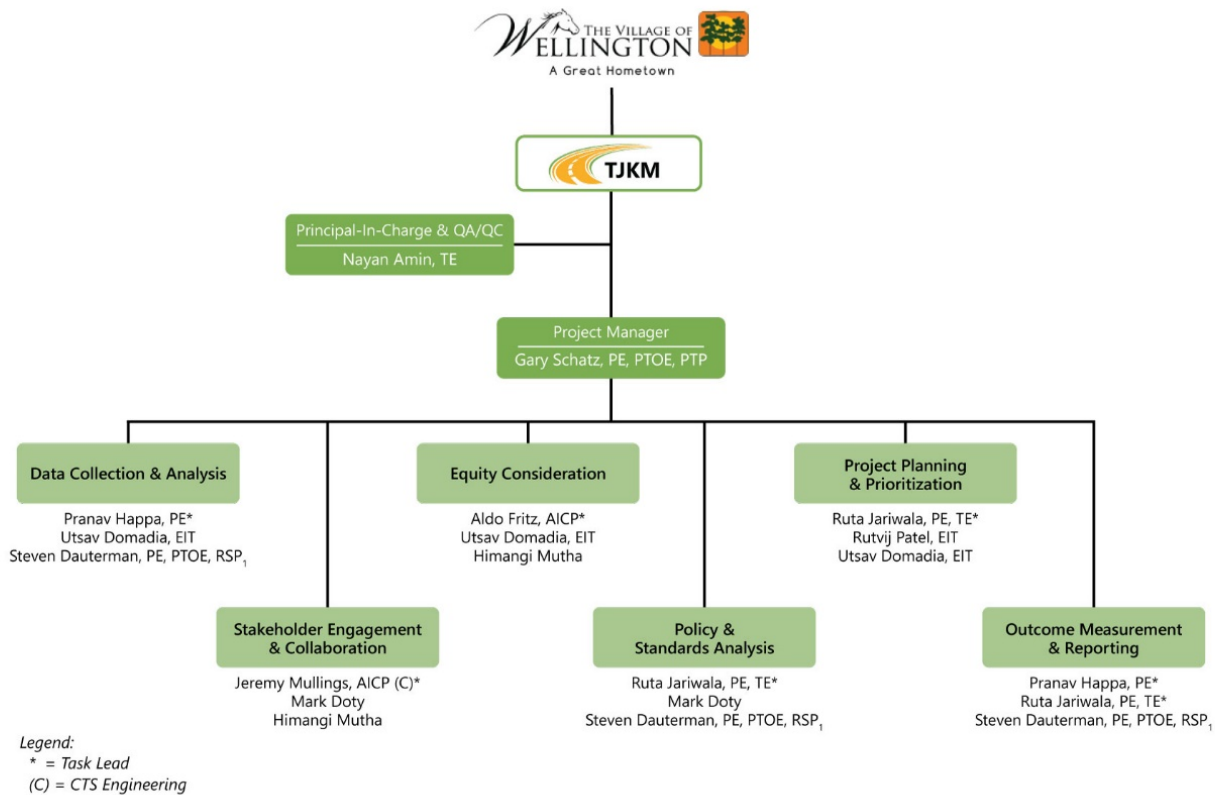


## Project Team Organization/Members

The TJKM Team is uniquely qualified to meet all of the Village of Wellington's goals and objectives for this project. The proposed organization is a fully integrated team under the direction of Mr. Gary Schatz, P.E., PTOE, PTP, Project Manager. With over 34 years of transportation planning and engineering experience in both public and private sector, Mr. Schatz continues to advance the tenants of community resiliency and sustainability, complete streets, and context-sensitive, people-centric solutions. He is a member of American Planning Association, Congress for the New Urbanism, WTS, and Institute of Transportation Engineers. He was a member of the project steering committee for National Association of City Transportation Officials *Urban Street Design Guide*. He is a former chair of ITE's Roundabout Committee and a current member of TexITE's Roundabout Committee. Having worked for both consultants and public agencies, he has either developed or reviewed traffic impact analyses for projects ranging from a drive-through bank to a \$100

million, 24 acre mixed use redevelopment near downtown Houston.

Mr. Schatz is a "proactive project manager with hands on experience". TJKM offers the experience needed to successfully complete the Vision Zero Action Plan for the Village of Wellington. Our team skills and depth of resources have been proven by the successful completion of hundreds of projects for local agencies, cities, counties, and state agencies. The TJKM Team offers a streamlined organization with clear lines of authority that identifies key points of contact and responsibilities. Mr. Schatz will be responsible for overall coordination, maintaining the effectiveness and efficiency of the work, coordinating cost and schedule reporting, and ensuring the Village of Wellington satisfaction. He will be available to the Village of Wellington on short notice and will be responsible for the day-to-day coordination. The organization chart is illustrated below.



## SUBCONSULTANTS

CTS Engineering will provide Public Outreach and Equity Analysis. CTS Engineering is located at 3230 West Commercial Boulevard, Suite 220, Fort Lauderdale, FL 33309. They can be reached at (954) 637-1600.

## TEAM MEMBERS

### Nayan Amin, TE | Principal-In-Charge & QA/QC



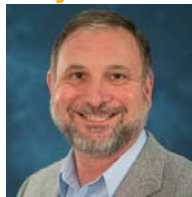
**Registration:** CA TE 2290

**Education:** M.S., Civil Engineering, San Jose State University, San Jose, CA | B.S., Civil Engineering, Saurashtra University, Rajkot, Gujarat, India

**Office Location:** Pleasanton

Mr. Amin has 32 years of both public and private sector experience in the areas of transportation planning, traffic impact studies, transportation management plans, construction scheduling, construction area signs, signing and striping, traffic signal coordination, traffic operations, transit priority, traffic signal systems, freeway and arterial management studies, and ITS planning, design and construction oversight. He specializes in macro and microscopic model development and application for analysis of impacts across all modes of transportation. His projects include planning, design, and construction oversight for ITS. Studies also include multimodal operations, light-rail, bus rapid transit, pedestrian, bicyclists and traffic safety and operations.

### Gary Schatz, PE, PTOE, PTP | Project Manager



**Registrations:** Texas Civil Engineer 80895 | PTOE 1758 | PTP 519

**Education:** Master of Urban Planning, Texas A&M University, College Station, TX | B.S., Civil Engineering, University of Oklahoma, Norman, OK

**Office Location:** Texas

With over 34 years of transportation planning and engineering experience in both public and private sector, Mr. Schatz continues to advance the tenants of community resiliency and sustainability, complete streets, and context-sensitive, people-centric solutions. He is a member of American Planning Association, Congress for the New Urbanism, WTS, and Institute of Transportation Engineers. He was a member of the project steering committee for National Association of City Transportation Officials *Urban Street Design Guide*. He is a former chair of ITE's Roundabout Committee and a current member of TexITE's Roundabout Committee. As Austin's city traffic engineer, he spearheaded the adoption of the United Nation's *Decade of Action for Road Safety*, a precursor to Austin's later-adopted Vision Zero policy.

### Ruta Jariwala, PE, TE | Policy & Standards Analysis Task Lead | Project Planning & Prioritization Task Lead



**Registration:** CA CE 73840 | CA TE 2465 | TX CE 135281

**Education:** M.S., Civil Engineering, San Jose State University, San Jose, CA | B.S., Civil Engineering, Bombay University, Maharashtra, India

**Office Location:** Pleasanton

Ms. Jariwala has 23 years of professional experience in the areas of traffic operations, transportation planning, freeway and arterial management studies, signal coordination, traffic signal systems, traffic impact studies/environmental impact reports and ITS planning, design and construction oversight. She has extensive experience in macro and microscopic model development and application for analysis of traffic



operations for express lane studies as well as multimodal operations, pedestrian, bicyclists, and traffic safety studies.

#### **Aldo Fritz, AICP | Equity Consideration Task Lead**



**Registrations:** American Institute of Certified Planners 026930

**Education:** Masters in Real Estate, University of Texas at Arlington, TX | Masters in Urban & Regional

Planning, Florida Atlantic University, FL | B.A., Communications, Florida Atlantic University, FL  
**Office Location:** Texas

Mr. Fritz has 17 years of professional experience in the redevelopment of local and regional centers along with the revitalization of neighborhoods. He focuses on creating a roadmap that fosters economic and cultural vitality on projects. His experience with neighborhood and downtown development involved the use of infill housing/land banking, implementing significant public infrastructure improvements, full-scale code enforcement approach, managing a business improvement district, and creating opportunities for economic development in federally designated CDBG neighborhoods. Mr. Fritz has worked with various jurisdictions in the Texas and Florida regions and is very familiar with their different standards and requirements. This knowledge often leads to successful interactions between firms and other interworking agencies.

#### **Pranav Happa, PE | Outcome Measurements & Reporting Task Lead | Data Collection & Analysis Task Lead**



**Registrations:** TX PE 119973, TxDOT Pre-Certified, ESN 23644

**Education:** M.S., Civil Engineering, University of Texas, Arlington, TX | B.E., Civil Engineering, Gujarat

University, Gujarat, India

**Office Location:** Pleasanton

Mr. Happa has more than 17 years of transportation planning/engineering experience, and specializes in subarea and corridor planning, feasibility study, major

investment grade study, traffic engineering study and traffic signal timing study. His technical skills include travel demand forecast modeling, travel demand surveys, Geographic Information System (GIS), transportation planning and analysis, micro-simulation analysis and highway capacity analysis. Mr. Happa specializes in Traffic and Revenue Study, travel demand modeling using TransCAD and Cube. He also specializes in traffic operations analysis using VISSIM, and Synchro/SimTraffic.

#### **Rutvij Patel | Support Staff**



**Registrations:** CA EIT 154117

**Education:** B.S., Civil Engineering, San Jose State University, San Jose, CA

**Office Location:** Pleasanton

Mr. Patel has 15 years of professional experience in transportation/traffic engineering and design. He has provided support on traffic impact studies, highway operation analysis, signal coordination projects, and highway design plans, specifications and estimates (PS&E) packages. Mr. Patel has worked on various electrical design projects which include street lighting, traffic signal, and intelligent transportation system design plans, as well as the preparation of traffic handling, signage, and striping plans. Mr. Patel has worked with various jurisdictions in the San Francisco Bay Area, Tri-Valley, Central Valley, and Northern California and is very familiar with their different standards and requirements. This knowledge often leads to minimal need for plan check comments during the design phase. For all projects, Mr. Patel has developed project estimates, specifications to accompany the full plan set. He has met with clients for comment review meetings, assisted cities on answering contractor Requests for Information (RFI's) on design work, and have met with them onsite to resolve any design questions.

### Mark Doty | Support Staff



**Registration:** N/A

**Education:** B.A., Architecture, Texas Tech University, Lubbock, TX

**Office Location:** Inglewood

Mr. Doty has over 16 years of experience in both the private and public sectors. He is an accomplished senior-level planner and Project Manager with broad stakeholder, community and government relation expertise, team leadership, strategic development, and media outreach experience in the public and private sectors.

Many initiatives and projects Mr. Doty has worked on include; monthly commission and board meetings, stakeholder and other community outreach, parking management, wayfinding signage, impact fee studies, downtown place making, economic development fund review and administration, historic designation, and code writing and review.

### Steven Dauterman, PE, PTOE, RSP<sub>1</sub> | Support Staff



**Registrations:** FL PE 96193 | PTOE 5306 | RSP<sub>1</sub> 478

**Education:** B.S., Civil Engineering, Purdue, West Lafayette, IN

**Office Location:** Pleasanton

Mr. Dauterman is a engineer with six years of experience in the transportation sector, notably in traffic operations and roadway safety. He has worked on over 200 projects, ranging from small residential developments to multimillion square-foot mixed-use projects. His background includes traffic impact studies, trip generations studies, warrant studies, roadway speed studies, safety audits, parking studies, and access management assessments. He is proficient in several software applications, including Highway Capacity Software, Trafficware Synchro/Simtraffic, Sidra Intersections, PTV Vistro, and Sketchup.

### Utsav Domadia, EIT | Support Staff



**Registrations:** Texas EIT 70316

**Education:** Master of Civil Engineering, The University of Texas at Arlington, Arlington, TX | Bachelor, Civil Engineering, Gujarat Technological University, India

**Office Location:** Texas

Mr. Domadia graduated from the University of Texas at Arlington with a Master's Degree in Transportation Engineering. He has experience working in the field of transportation engineering and planning including four months of internship experience at DeShazo in Dallas, TX where he has provided support on traffic impact studies and parking studies and 10 months of experience as a graduate research and teaching assistant at the University of Texas at Arlington.

### Himangi Mutha | Support Staff



**Registrations:** NA

**Education:** Master's in City & Regional Planning, University of Texas, Arlington, TX | Bachelors of Architecture, University of Pune, India

**Office Location:** Pleasanton

Ms. Mutha has over three years of professional experience in urban land use and development planning. She has worked with varies jurisdictions in California, Florida, Texas, and India and is familiar with variety of current and development planning projects. She also has an architectural background with a concentration in urban design.

Ms. Mutha has provided her contribution to a variety of planning projects using urban sustainability, equity, and planning issues through a creative, humanistic, multi-disciplinary, and collaborative approach based on strategic systems. She has in depth knowledge of land use suitability analysis using Geographic Information System and explored statistical techniques in planning analysis.



## Jeremy Mullings, AICP | Public Outreach Task Lead



**Registrations:** AICP

**Education:** B.S., Marketing, Florida Atlantic University, Boca Raton, FL | B.S., International Business and Trade, Florida Atlantic University, Boca Raton, FL

**Office Location:** Fort Lauderdale

Mr. Mullings has over 21 years of urban, and long-term and short-term transportation planning experience including, mass transit, transportation demand management, seaports, and freight movement. He has planned and successfully

implemented large-scale public outreach efforts for major transportation projects as FDOT District Transportation Demand Management Manager. He was entrusted to be FDOT District 4's official point of contact and technical advisory committee member to the district's two largest Metropolitan Planning Organizations (Broward and Palm Beach). Prior to working for FDOT, he oversaw state led community redevelopment efforts under the Governor's Front Porch Initiative (GFPI). In carrying out GFPI responsibilities, he was recognized, by the Governor, as a state leader in facilitating community and business leaders working with local government.

## Relevant Projects

Nearly 85 percent of our clients are repeat clients. Prompt service, attention to details, strict adherence to schedule requirements, and commitment to our clients' goals are among the reasons for this steady client base. Our objective on every assignment is to provide the most cost-effective product that meets the specific needs and criteria of each client within the planned schedule and budget. We encourage the Village of Wellington to contact our references to learn about our performance. We are confident that you will be pleased with what our clients have to say about us.

### Livermore Vision Zero Plan | 2023 | \$84K

**Reference:** Joanna Liu | City of Livermore | 1052 S Livermore Avenue, Livermore, CA 94550 | (925) 960-4556 | [xliu@cityoflivermore.net](mailto:xliu@cityoflivermore.net)



TJKM is assisting City of Livermore to develop Vision Zero Plan (VZP) to enhance safety and operations for all modes of transportation of all ages. The overarching goal of a VZP is to provide for a safe and secure transportation system for all users while eliminating traffic fatalities from the transportation infrastructure within the city. The VZP includes: assessment of existing policies, programs, and practices; formation of a Stakeholder Advisory Group (SAG); communicating data and information to the public on social media and on the city's website; providing project recommendations after collecting information from community engagement and stakeholder workgroups; collection

of collision data and analysis, implementable actions and performance measures; developing educational material for transportation system users of all ages; coordinating with the city to identify most at-risk population and working with local police and Emergency Medical Services (EMS) departments; and creating a Draft VZP to be presented to the Council for Adoption.

### **Cupertino Vision Zero & Action Plan | 2022-Ongoing | \$79K**

**Reference:** David Stillman | City of Cupertino | 10300 Torre Avenue, Cupertino, CA 95014 | (408) 777-3249 | DavidS@cupertino.org



TJKM is assisting City of Cupertino to develop a VZAP to enhance safety and operations for all modes of transportation of all ages. The overarching goal of a VZP is to provide for a safe and secure transportation system for all users while eliminating traffic fatalities from the transportation infrastructure within the city. The scope of work includes: development of a Vision Zero policy, formation of Stakeholder Advisory Group (SAG); public outreach; collision data collection and analysis; identification of Vision Zero countermeasures; development of policies and programs; development of a Capital Improvement List for the Action Plan and Action Plan Strategy; development of educational and enforcement programs; proposed text for a General Plan update; and a draft and final VZAP.



### *Systemic Safety Analysis Report Program, Yuba City | 2020 | \$139K*

**Reference:** William Jow | City of Yuba City | 1201 Civic Center Boulevard, Yuba City, CA 95993 | (530) 822-4635 | [wjow@yubacity.net](mailto:wjow@yubacity.net)



TJKM assisted the City in conducting a SSAR, which in addition to analyzing collisions citywide also emphasized 10 of the City's arterials and collectors. Tasks included collision analysis, identification of high-risk locations, citywide and corridor specific countermeasures, citywide and corridor specific safety projects, and community/stakeholder outreach. In addition to providing a full scope SSAR, TJKM helped the City in prepare three HSIP grant applications for Cycle 10, all of which were successful. The project was completed on an accelerated timeframe to meet the City's grant deadline.

### *Local Roadway Safety Plan, Folsom | 2020-2021 | \$71K*

**Reference:** Mark Rackovan | City of Folsom | 50 Natoma Street, Folsom, CA 95630 | (916) 461-6711 | [mrackovan@folsom.ca.us](mailto:mrackovan@folsom.ca.us)



The City is a community of approximately 78,000 residents and 34 square miles in the Sacramento Metropolitan Area. TJKM prepared its LRSP comprised of data and community-driven decision-making process, with the overarching goal of reducing the number of F+SI collisions in the City. TJKM prepared three successful HSIP Cycle 10 applications as part of the scope.

### *Local Roadway Safety Plan, Isleton | 2021-2022 | \$75K*

**Reference:** Diana O'Brien | City of Isleton | 101 2nd Street, Isleton, CA 95641 | (916) 777-7771 | [dianaobrien@cityofisleton.com](mailto:dianaobrien@cityofisleton.com)



TJKM assisted the City in preparing their LRSP. Isleton is a small community located in the heart of the Delta region on the Sacramento River. It experiences a high amount of recreational traffic on SR 160 that serves as the main thoroughfare. Tasks on this project included a review of the transportation system, systemic collision analysis, identification of high-risk locations, emphasis areas development, countermeasure selection (including 5 E's strategies), and safety project development. Also included stakeholder/community outreach, as well as a website with an interactive mapping tool.

***Citywide Local Roadway Safety Plan, Santa Clara County | 2021-2022 | \$119K***

**Reference:** Eugene Maeda | Santa Clara Valley Transportation Authority (VTA) | 3331 N. First Street, San Jose, CA 95134 | (408) 952-4298 | Eugene.maeda@vta.org



TJKM assisted Santa Clara Valley Transportation Authority (VTA) in preparing a multi-jurisdictional LRSP for the local agencies in Santa Clara County.

The nine jurisdictions included in the report were: City of Campbell, City of Gilroy, City of Los Altos, Town of Los Altos Hills, City of Milpitas, City of Monte Soreno, City of Morgan Hill, City of Palo Alto, and City of Santa Clara. The purpose was to provide high-level solutions to address traffic safety on a countywide basis, and prepare Santa Clara County's local agencies to apply for HSIP Cycle 11 funding.

Tasks on the project included document review, collision analysis countywide and for each city, systemic countermeasures, and emphasis areas. TJKM worked with the cities that are already preparing LRSPs and incorporating their findings into the countywide plan to ensure it reflects the needs of all cities within the county.

***Local Roadway Safety Plan, Cupertino | 2021-2022 | \$86K***

**Reference:** Prashanth Dullu | City of Cupertino | 10300 Torre Avenue, Cupertino, CA 95014 | (408) 777-3190 | prashanthd@cupertino.org



TJKM assisted Cupertino in preparing their LRSP to identify and address traffic safety issues on Cupertino streets.

Tasks on this project included: a review of the transportation system, systemic collision analysis, identification of the top 10 high risk intersections and 11 roadway segments, Emphasis Areas with 4 E's strategies, a countermeasure toolbox, and safety projects.

Two stakeholder meetings were conducted to receive feedback and comments and a project website with an interactive map tool was developed and utilized to gather community input. The final report was accepted by the City in December 2022.



## Local Roadway Safety Plan, Solano county | 2021-Ongoing | \$95K

**Reference:** Pejman Mehrfar | City of Solano | 675 Texas Street, Suite 5500, Fairfield, CA 94533 | (707) 784-6073 | pmehrfar@solanoCity.com

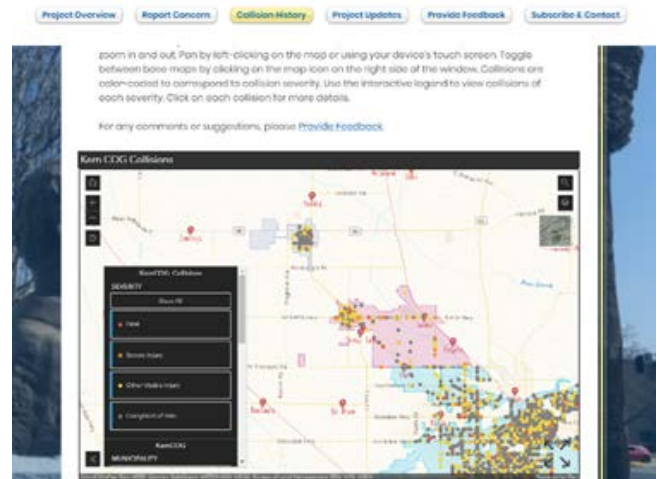


TJKM is assisting the County with preparing a LRSP, focusing on the County's unincorporated rural roadways. Tasks will include document review, stakeholder outreach, systemic safety analysis, selection of rural road countermeasures, and safety projects with cost estimates.

The LRSP will also address areas of the County where rural roads are experiencing high volumes of cut-through traffic from nearby congested freeways.

## Local Roadway Safety Plans, Kern County | 2021-2022 | \$562K

**Reference:** Joseph Stramaglia | Kern Council of Governments | 1401 19th Street, Bakersfield, CA 93301 | (661) 635-2914 | jstramaglia@kerncog.org



TJKM is preparing an LRSP for nine cities in Kern County as one single contract, including cities of Arvin, Bakersfield, California City, Delano, Maricopa, Shafter, Taft, Tehachapi, and Wasco.

Each LRSP under the contract includes a system review, collision analysis, identification of high-risk locations, development of emphasis areas, community/stakeholder outreach, countermeasure selection, and safety projects. Scope includes the preparation of two HSIP application for each city.

**Systemic Safety Analysis Report Program,  
Pittsburg | 2018 | \$50K**

**Reference:** Nhat Phan | City of Pittsburg | 65 Civic Avenue, Pittsburg, CA 94565 | (925) 252-4857 | [nphan@ci.pittsburg.ca.us](mailto:nphan@ci.pittsburg.ca.us)



TJKM conducted a safety analysis to develop the SSAR for the City, which was funded through the statewide SSARP. The Team finalized a list of identified risk factors and safety countermeasures for locations where severe collisions have occurred in the past.

Next, TJKM developed safety projects based on the identified countermeasures and prioritized them through benefit-cost analysis. Thirty percent concept drawings were developed for the top three ranked projects, and were submitted by the City for HSIP Cycle 9 grant applications.

In addition, TJKM developed a toolkit that documented the correlation between facility characteristics and potential countermeasures so that the City could use it for planning citywide systemic roadway network safety enhancement.

**Local Roadway Safety Plan, Moraga | 2022-2022  
| \$45K**

**Reference:** Bret Swain | Town of Moraga | 329 Rheem Boulevard, Moraga, CA 94556 | (925) 888-7025 | [bswain@moraga.ca.us](mailto:bswain@moraga.ca.us)



TJKM assisted the Town of Moraga in preparing its first LRSP. Tasks included: document review, collision analysis, emphasis area identification, countermeasure selection, ordinance review, and safety project development.

The team also held two stakeholder meetings to gather feedback and comments and hosted a project website with an interactive map tool. The final LRSP report was accepted by the Town in November 2022. HSIP Cycle 11 grant ready materials were also included as part of this project.



### *Local Roadway Safety Plans, Mendocino County | 2021-2022 | \$309K*

**Reference:** Loretta Ellard | Mendocino Council of Governments | 525 Main Street, Suite B, Ukiah, CA 95482 | (707) 234-3434 | [lellard@dbcteam.net](mailto:lellard@dbcteam.net)



TJKM prepared an LRSP for four local agencies in Mendocino County as one single contract, including the Cities of Ukiah, Willits, Fort Bragg, Point Arena, and the unincorporated City area.

Each LRSP under this contract included system review, collision analysis, identification of high-risk locations, recommendation of emphasis areas using the 5 E's strategy, countermeasure selection, and safety projects. Scope included HSIP application preparations for each local agency and a joint online interactive safety platform for ongoing data sharing and public outreach.

### *Local Roadway Safety Program, Pittsburg | 2021-Ongoing | \$79K*

**Reference:** Nhat Phan | City of Pittsburg | 65 Civic Avenue, Pittsburg, CA 94565 | (925) 252-4857 | [nphan@ci.pittsburg.ca.us](mailto:nphan@ci.pittsburg.ca.us)



Pittsburg is located in East Contra Costa County in the San Francisco Bay Area and has a population of approximately 71,000. As a follow up to the City's Systemic Safety Analysis Report, TJKM is assisting Pittsburg in preparing its first LRSP. The project is being funded through the Caltrans LRSP grant program.

Tasks on this project included: a review of the transportation system, systemic collision analysis, identification of the top high risk intersections and roadway segments, Emphasis Areas with 4 E's strategies, a countermeasure toolbox, and safety projects.

A stakeholder meeting was conducted to receive feedback and comments and a project website with an interactive map tool was developed and utilized to gather community input. The draft final LRSP report was submitted for City review in April 2023.

### *Local Roadway Safety Plan, Danville | 2022-Ongoing | \$60K*

**Reference:** Andrew Dillard | Town of Danville | 510 La Gonda Way Danville, CA 94526 | (925) 314-3384 | [adillard@danville.ca.gov](mailto:adillard@danville.ca.gov)



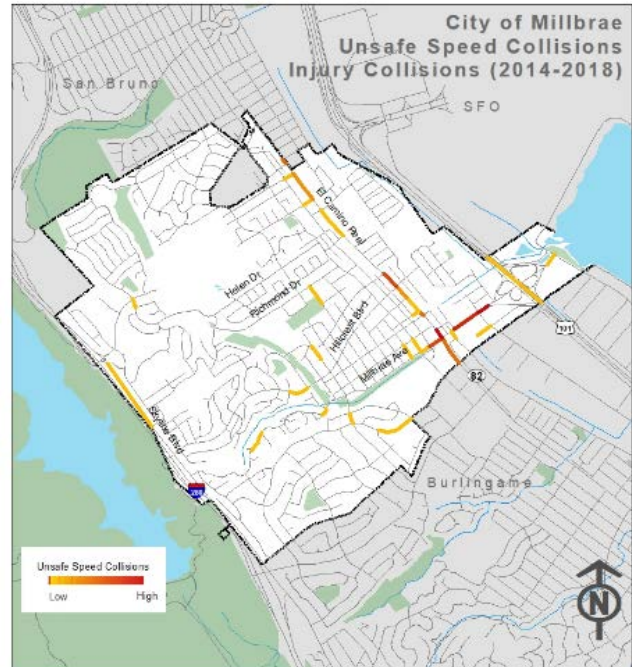
TJKM is assisting the Town of Danville in preparing its first LRSP. Tasks included: document review, systemic collision analysis of vehicular, bicycle, and pedestrian collisions, emphasis area identification, countermeasure selection, and safety project development.

The Plan also included a robust outreach plan, including two stakeholder meetings and a project website with an interactive map tool input so residents could submit traffic safety concerns. The final report is being reviewed by the Town.

TJKM also prepared two Highway Safety Improvement Program grant ready materials on behalf of the Town for submittal in September 2022.

### *Local Roadway Safety Plan, Millbrae | 2021-2022 | \$45K*

**Reference:** Andrew Yang | City of Millbrae | 621 Magnolia Avenue, Millbrae, CA 94030 | (650) 259-2393 | [ayang@ci.millbrae.ca.us](mailto:ayang@ci.millbrae.ca.us)



TJKM assisted Millbrae in preparing their LRSP to identify and address traffic safety issues on Millbrae streets. Tasks on this project included: a review of the transportation system, systemic collision analysis, identification of high risk intersections and roadway segments, Emphasis Areas with 4 E's strategies, a countermeasure toolbox, and safety projects.

A stakeholder meeting was conducted to receive feedback and comments. The final report was accepted by the City Council in November 2022.



**Local Roadway Safety Plan, San Bruno | 2021-2023 | \$80K**

**Reference:** David Wong | City of San Bruno | 567 El Camino Real, San Bruno, CA 94066 | (650) 616-7157 | [dhwong@sanbruno.ca.gov](mailto:dhwong@sanbruno.ca.gov)



TJKM assisted San Bruno in preparing their LRSP to identify and address traffic safety issues on San Bruno streets. Tasks on this project included: a review of the transportation system, systemic collision analysis, identification of the top high risk intersections and roadway segments, Emphasis Areas with 4 E's strategies, a countermeasure toolbox, and safety projects.

A stakeholder meeting was conducted to receive feedback and comments and a project website with an interactive map tool was developed and utilized to gather community input. The final report was accepted by the City in February 2023.

**Local Roadway Safety Plan, Farmersville | 2020-2021 | \$72K**

**Reference:** Jennifer Gomez | City of Farmersville | 9009 W Visalia Road, Farmersville, CA 93223 | (559) 747-0458 | [jgomez@cityoffarmersville-ca.gov](mailto:jgomez@cityoffarmersville-ca.gov)



TJKM analyzed five years of collision data on Farmersville streets to determine collision hot spots and identify feasible solutions through the lens of the 5 E's of traffic safety. Other tasks included convening a group of stakeholders twice, development of emphasis areas, countermeasures, and safety projects.

Also included the preparation of HSIP Cycle 11 grants on behalf of the City. The LRSP was adopted by the Farmersville City Council in August 2021.

## ***Regional Systemic Safety Analysis Report Program, Del Norte City | 2018-2019 | \$69K***

**Reference:** Rosanna Bower | City of Del Norte | 981 H Street, Suite 110, Crescent City, CA 95531 | (707) 464-7229 | [rbower@co.delnorte.ca.us](mailto:rbower@co.delnorte.ca.us)



TJKM assisted the City to develop the SSAR. TJKM followed the Caltrans4 LRSM and SSAR Guidelines to conduct data analysis, countermeasure selection, and develop and prioritize safety projects. TJKM also conducted stakeholder workshops and public meeting and/or outreach to gain feedback on local safety concerns and countermeasure selection.

Then TJKM developed a Safety Countermeasures Evaluation Toolbox to evaluate the effectiveness of previously implemented safety countermeasures.

## ***Rural Road Systemic Safety Analysis Report Program, San Luis Obispo City | 2018-2020 | \$90K***

**Reference:** Jan Devera | City of San Luis Obispo | 055 Monterey Street, San Luis Obispo, CA 93408 | (805) 781-5211 | [jdevera@co.slo.ca.us](mailto:jdevera@co.slo.ca.us)



TJKM assisted San Luis Obispo on the SSAR that aimed at enhancing City roadway safety and identifying projects eligible for the HSIP grant. Primary tasks included collision analysis, collision rate calculation, countermeasure selection, high-risk corridor identification, capital project development, project cost estimate, and phasing.

As part of the agreed scope, we conducted a curve rating analysis on City's pre-identified corridors, totaling 200 miles, for advisory sign update and larger capital improvements such as horizontal alignment.

## ***Client References***

On the following page we have included the References Form.



## REFERENCES (TAB#11)

COMPANY NAME, ADDRESS, CITY, STATE, ZIP PHONE & FAX NUMBER AND E-MAIL ADDRESS	
Company Name: City of Concord	
Address: 1950 Parkside Drive, Concord, CA 94519   (925) 671-3129	
Contact Name: Abhishek Parikh	
Phone: (925) 671-3129	E-mail Address: abhishek.parikh@cityofconcord.org
Company Name: Santa Clara Valley Transportation Authority	
Address: 3331 N. First Street, San Jose, CA 95134	
Contact Name: Eugene Maeda	
Phone: (408) 952-4298	E-mail Address: Eugene.maeda@vta.org
Company Name: Kern Council of Governments	
Address: 1401 19th Street, Bakersfield, CA 93301	
Contact Name: Joseph Stramaglia	
Phone: 661) 635-2914	E-mail Address: jstramaglia@kerncog.org



## APPENDICES



*Village of Wellington Statement of Qualifications for  
Traffic Engineering for Vision Zero Action Plan*



## **APPENDIX A**

### **SUBCONSULTANTS LICENSES/CERTIFICATES OF AUTHORIZATION/ REGISTRATIONS**

On the following pages we have included our Subconsultant Licenses/Certificates of Authorization/Registrations.

# *State of Florida*

## *Department of State*

I certify from the records of this office that CTS ENGINEERING, INC. is a corporation organized under the laws of the State of Florida, filed on October 8, 2009.


The document number of this corporation is P09000083589.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 20, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twentieth day of January,  
2023*



  
*Secretary of State*

Tracking Number: 8064454336CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



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PROFESSIONAL REGULATION



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## LICENSEE DETAILS

11:42:56 AM 7/26/2023

### Licensee Information

Name:	<b>CTS ENGINEERING, INC. (Primary Name)</b>
Main Address:	<b>3230 W COMMERCIAL BLVD SUITE 220 FORT LAUDERDALE Florida 33309</b>
County:	<b>BROWARD</b>

### License Information

License Type:	<b>Engineering Business Registry</b>
Rank:	<b>Registry</b>
License Number:	<b>28935</b>
Status:	<b>Current</b>
Licensure Date:	<b>12/28/2009</b>
Expires:	

### Special Qualifications

### Qualification Effective

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### Alternate Names

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[View Related License Information](#)

[View License Complaint](#)

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**2601 Blair Stone Road, Tallahassee FL 32399** :: Email: **Customer Contact Center** :: Customer Contact Center: 850.487.1395

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Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1395. \*Pursuant to Section 455.275(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 455, F.S. must provide the Department with an email address if they have one. The emails provided may be used for official communication with the licensee.

However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public. Please see our **Chapter 455** page to determine if you are affected by this change.

# Florida UCP DBE Directory

Number of Records Returned: 1

Selection Criteria:

Vendor : CTS ENGINEERING INC

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Vendor Name: [CTS ENGINEERING INC](#)

DBE Certification: **CERTIFIED**

MBE Certification: Certified

DBA: Former Name:

Business Description: TRANSPORTATION PLANNING/TRAFFIC ENGINEERING/AND TRAFFIC DATA COLLECTION

Mailing AddressJ: 8095 NW 12TH ST STE 315  
DORAL, FL 33126-

Contact Name: SHENG YANG

Phone: (305) 599-8698

Fax: (305) 599-8692

Email: [SYANG@CTSEINC.COM](mailto:SYANG@CTSEINC.COM)

ACDBE Status: N

Statewide Availability: N

**Certified NAICS**

541330 Engineering Services

541690 Other Scientific and Technical Consulting Services

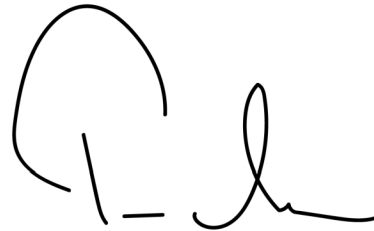


# State of Florida

## Minority Business Certification

CTS Engineering, Inc

Is certified under the provisions of  
287 and 295.187, Florida Statutes, for a period from:  
June 10, 2022 to June 10, 2024



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J. Todd Inman  
Florida Department of Management Services



CALIFORNIA | FLORIDA | TEXAS

Corporate Office 4305 Hacienda Drive, Suite 550, Pleasanton, CA 94588  
925.463.0611 | [www.TJKM.com](http://www.TJKM.com)