



Bryan Healy
Village Manager
Village of Croton-on-Hudson
1 Van Wyck Street
Croton-on-Hudson, NY 10520

1.02.2025

Re: Proposal for Traffic Engineering and Consulting Services - Old Post Road Study

Dear Mr. Healy:

AKRF, Inc. ("AKRF" or the "Consultant") is pleased to present this proposal for traffic engineering consulting services to the Village of Croton-on-Hudson (the "Village" or "Client") in connection with the intersections of Old Post Road/Michaels Lane and Old Post Road/Hunters Lane.

AKRF understands that the Village is interested in exploring possible pedestrian and vehicular safety improvements at both intersections.

The Scope of Work presented below will be conducted pursuant to the terms and hourly rates included in AKRF's contract with the Village for on-call planning and environmental consulting services in calendar year 2025, executed on December 3, 2024 (the "Contract").

SCOPE OF WORK

TASK 1 - TRAFFIC DATA COLLECTION

Turning movement counts and pedestrian volumes will be collected at the Old Post Road/Michaels Lane and Old Post Road/Hunters Lane intersection from 7 AM – 9 AM and from 4 PM - 6 PM during a typical weekday when schools are in session. The peak period turning movement counts will be supplemented with an Automatic Tube Recorder (ATR) on Old Post Road to gather daily traffic volumes and speeds.

AKRF will conduct a field visit to observe traffic operations and gather physical inventories. In addition, AKRF will collect the most recent three-year crash data at the two study intersections.

TASK 2 – SURVEY

A topographic survey will be conducted which will include the following information:

- The limits of pavement
- Sidewalks
- Driveways
- Walls
- Fences
- Utility poles
- Utility valves
- Drainage structures
- Isolated trees greater than 6 inches
- Edges of landscaping
- Tree lines
- Traffic paint striping
- Signs

Base mapping will be prepared to depict the above mentioned items and right-of-way boundary. Survey limits are identified in the figure below. The survey does not include subsurface investigation of any kind, except for the opening of manholes, catch basins, etc. to determine, inverts (depth of pipes), pipe sizes and materials, and direction of flow.



TASK 3 – ROADWAY ASSESSMENT

Based on data collected in Task 1, AKRF will identify improvements to enhance pedestrian and vehicular safety. This could include identifying changes to the intersection control (i.e. adding or removing STOP signs), adding pedestrian facilities, and improving sight distance lines. AKRF will discuss the potential solutions with the Village and identify improvements that should be advanced to a conceptual design plan.

TASK 4 – CONCEPTUAL (15%) DESIGN PLAN

AKRF will develop a conceptual design plan for the improvements identified in Task 3. The conceptual plan will include a highway plan sheet and any necessary construction details as well as an engineer's estimate of probable construction costs and one round of comments from the Village. . This task does not include maintenance and protection of traffic plans, drainage, or grading (aside from checking existing grades to see if proposed ramps/sidewalk are technically feasible).

TASK 5 – DOCUMENTATION

AKRF will summarize the data collection, assessment, and recommended improvements in a draft technical memorandum to the Village with the Conceptual Design Plan. AKRF will respond to one round of comments from the Village and issue a final technical memorandum.

TASK 6 - MEETINGS

AKRF will attend meetings and calls with Village staff during this process. Meetings will be attended on a time-and-materials basis in accordance with the hourly rates included in the Contract. For purposes of this proposal, AKRF has budgeted a not-to-exceed allowance of \$5,000 for this task. This allowance will not be increased without written approval from the Village.

FEE ESTIMATE

AKRF will complete the above scope of work for \$46,500. **Table 1** provides a breakdown of the fee estimate for AKRF labor and direct costs.

Table 1
Fee Estimate

Tasks	Fee Estimate
AKRF labor Task 1-5	\$25,000 (lump sum)
AKRF labor Task 6 (Meetings)	\$5,000 (time-and-materials)
Direct Cost – Surveyor	\$14,500
Direct Cost – Traffic Counts	\$2,000
Total Fee	\$46,500

If this scope of work is acceptable, please acknowledge acceptance below as authorization to proceed. This proposal, including its pricing and terms, is only valid for 90 days from the proposal's date listed above.

Sincerely,
AKRF, Inc.



Michael Beattie, PE, PTOE
Senior Vice President

cc: Peter Feroe and Aaron Werner; AKRF

ACKNOWLEDGED AND ACCEPTED:

Name	Title
Company	Date
Signature	