

**TASK ORDER No. 9**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014

**FORT LAUDERDALE TRANSPORTATION & MOBILITY DEPARTMENT**

**LAKE RIDGE NEIGHBORHOOD MOBILITY MASTERPLAN**

**PROFESSIONAL SERVICES**

Describing a specific agreement between the City of Fort Lauderdale (CITY) and T.Y. Lin International (CONSULTANT) in accordance with terms of the agreement for Professional Traffic and Transportation Engineering Consultant Services dated August 23, 2011 between the CITY and CONSULTANT (“MASTER AGREEMENT”) as amended on August 21, 2012 and the first extension of which was approved by the City Commission on May 7, 2013, and renewed on July 1, 2014.

**PROJECT BACKGROUND**

The Project is generally described as providing traffic and transportation engineering assistance to develop a Neighborhood Mobility Masterplan for the Lake Ridge neighborhood in the City of Fort Lauderdale. The overarching goal of the project is to assist the City in addressing transportation, mobility, and access issues and potential solutions in the Lake Ridge neighborhood including collection of transportation data and conducting public engagement activities throughout the planning process.

**SPECIFIC SCOPE OF SERVICES AND DELIVERABLES**

T.Y. Lin International (CONSULTANT) with Progressive Design & Engineering, Inc. (SUBCONSULTANT) will collaborate in completion of the Scope of Services under this Task Order as follows:

**Task 1 Coordination and Public Involvement** – CONSULTANT will manage and complete the tasks and deliverables identified in this scope of services and coordinate with the City Project Manager to ensure completion within the project timeline. A primary component of all of the tasks will be the completion of quality control of analyses and documentation, and quality assurance checks of performance. CONSULTANT will provide Quality Control (QC) of all draft and final deliverables prior to submittal to the City.

**1.1 Coordination Meetings**

*1.1.1 Project Management Progress Meetings*

CONSULTANT Project Manager will prepare for, attend and complete follow-up activities associated with monthly progress meetings with the City Project Manager to review project status to date, activities accomplished, next steps, budget and schedule adherence, review of unforeseen events, etc. All of these meetings will be held in person, and will include preparation and corresponding materials (agenda, progress reports, etc), and follow-up activities resulting from these monthly meetings. These meetings will also serve as stakeholder meetings to collect input from other departments on an as needed basis.

*1.1.2 Invoicing and Progress Report*

CONSULTANT will prepare a work breakdown structure and schedule for all tasks and

deliverables necessary to complete the project on time and within budget. CONSULTANT will also prepare and submit monthly invoices in a format approved by the City.

#### 1.13 *Other Administrative Activities*

CONSULTANT will prepare, submit and file all documentation required under our contract with the City, including detailed statements per the City's requirements, expense reports/receipts, and preparation of subconsultant agreements.

**1.2 Neighborhood Participation** – CONSULTANT will prepare a public participation plan to guide the team in obtaining input from residents and businesses in the Lake Ridge neighborhood, as well as other stakeholders and interested parties. This input, along with technical findings, will serve as the basis for identifying transportation and mobility issues and potential solutions. The public participation plan will be prepared at the onset of the “Masterplan” project and will identify key stakeholders, public engagement tools, methods for publicizing meetings, frequency of public workshops, and techniques for collecting and documenting feedback. At minimum, three public meetings will be conducted at the following major project milestones –

- *Public Meeting #1: Kick off meeting*
- *Public Meeting #2 (Workshop Format): Discuss data analysis findings and mobility issues in the study area and establish a vision and set of performance measures/goals for the Masterplan; Brainstorm ideas and discuss potential solutions to address mobility and accessibility issues in the study area*
- *Public Meeting #3: PowerPoint Presentation to discuss proposed short-, mid-, and long-term recommendations*

CONSULTANT shall prepare the materials for the public meetings/workshops to conduct these meetings as well as document the public input received.

**Task 2 Data Collection** - CONSULTANT and SUBCONSULTANT shall conduct field data collection and inventory traffic, transit, roadway, safety, and land use conditions for and prepare the information for technical analyses in Task 3.

**2.1 Research** – CONSULTANT will review relevant transportation and land use studies, identify and list the infrastructure projects completed to date that have the potential to impact the existing or future mobility and accessibility in the study area. CONSULTANT will check the consistency of recently completed developments vis-à-vis City-adopted documents; specifically, the CONSULTANT shall review the Villa Medici, Satori, Publix and the Walgreen's Plaza developments to understand the right-of-way constraints and development conditions.

**2.2 Transit Usage** – CONSULTANT will coordinate with Broward County Transit (BCT) to obtain the latest available ridership at a bus-stop level for all routes serving the Lake Ridge neighborhood (BCT Routes 10, 20, 36, and the Breeze service on US 1), as well as those bus routes that are within one-half mile of the Masterplan area (including the BCT Route 50 bus stop at NE 4<sup>th</sup> Avenue and Sunrise Blvd, which is three blocks east of the Masterplan area). Pedestrian traffic patterns to and from the high ridership activity bus stops serving Lake Ridge neighborhood residents will also be documented based on observations on one-weekday during peak and off peak hours at select locations. The following are the initial candidate locations:

- NE 15<sup>th</sup> Avenue between Walgreens and Publix parking lots
- US 1 between Artserve bus stop at NE 14<sup>th</sup> Avenue and Publix
- Between bus stops at NE 16<sup>th</sup> Terrace

- US1 at Searstown
- Between residential and commercial uses along N Federal Hwy from SR 838/E Sunrise Boulevard and NE 13<sup>th</sup> Street

**2.3 Existing Infrastructure Inventory** – CONSULTANT will prepare a complete inventory of all of the traffic control devices, roadway features and geometrics, sidewalks, crosswalks, on-street parking, and back-out parking on collector streets, bicycle lanes, bus stops and bus stop facilities, street lighting, and tree cover and informal signage for select corridors and/or locations identified by the residents in the Public Meeting #. This inventory will be based on the Florida Department of Transportation (FDOT) Roadway Characteristics Inventory; and Broward County, Fort Lauderdale, and BCT’s GIS databases. CONSULTANT will verify and update the available secondary data based on visual analysis of aerial imagery (Google Earth and Broward County Property Appraiser aerial data) and site visits. In addition, general peak hour traffic mobility conditions will be recorded for use in confirming existing traffic operation deficiencies. This data inventory will be one of the key inputs to complete the transportation analyses described in Task 3 and identify potential solutions in Task 4.

**2.4 Crash Data** – CITY will provide the most recent crash data available through Signal Four Analytics and from the City of Fort Lauderdale Police Department .CONSULTANT will analyze crash data for the last three years of available crash information (i.e., 2010-2012) based on FDOT’s Crash Analysis Reporting System (CARS) and crash data provided by the City for major intersections and corridors to identify crash hot spots by mode; and will recommend and prioritize safety improvements.

**2.5 Development** – CITY will provide information of completed and ongoing development projects within and adjacent to the Lake Ridge neighborhood (within one-half mile of the Masterplan area). CONSULTANT will evaluate connectivity issues and update the programmed transportation improvements based on the development projects provided by the CITY and identify infrastructure improvement gaps. This information will be an input to the Task 4 analyses to assist in identifying potential solutions and prioritizing recommended projects.

**Task 3 Data Analysis** – CONSULTANT shall conduct the following technical analyses to identify mobility, accessibility, and safety issues in the study Lake Ridge neighborhood that will in part serve as the foundation for identifying improvements in Task 4.

**3.1 Multimodal Level of Service (LOS) Analysis** – CONSULTANT will conduct a multimodal LOS analysis on SR 838/East Sunrise Boulevard and 15<sup>th</sup> Avenue during the weekday AM and PM peak hours and during the Saturday peak hour based on FDOT’s ARTPLAN Planning methods. CONSULTANT will perform an intersection LOS analyses for the 12 locations identified in Task 2 during the weekday AM and PM peak hours and for the seven (7) locations during the Saturday peak hour. The analysis will cover all transportation modes and will be based upon either methods contained in the 2010 Highway Capacity Manual or FDOT’s planning methods.

**3.2 Additional Quantitative Multimodal LOS Analysis** – CONSULTANT will assess the need to develop additional quantitative analyses to supplement the multimodal LOS analysis based on the evaluation results obtained in Section 3.1.

**3.3 & 3.4 Improvement (Project) Prioritization Criteria and Methodology** – CONSULTANT will develop a methodology and evaluation criteria to prioritize transportation improvements. The evaluation criteria will address the performance measures/ goals of the Masterplan identified by the residents and business owners as well as other stakeholders in Task 1. The evaluation process will use a qualitative approach for prioritizing projects based on performance measures which

correspond to such as quality of life elements, capital and operating cost, community input, and sustainability.

**3.5 Potential Railroad Traffic Impacts along FEC Corridor** – CONSULTANT will coordinate with FDOT to obtain the latest service plan assumptions for the Tri-Rail Coastal Link project and use the most recent data available for the FEC All Aboard Florida (AAF) project to estimate the impact of increased train traffic on the Masterplan area’s transportation network. Based on these assumptions, the CONSULTANT will develop a SimTraffic simulation model to assess train impacts on traffic flow during the weekday AM and PM peak hours. The model network will be limited to the area nearest the railroad tracks and include the 13<sup>th</sup> Street and N Federal Hwy roadway crossings.

**Task 4 Recommendations** - CONSULTANT shall recommend short-, mid-, and long-term transportation improvement projects to address the mobility, accessibility, and safety issues identified through the data collection and technical analysis efforts in Task 2 and Task 3, respectively, and to accomplish the community vision established in Task 1.

**4.1 Capital and Operating Cost for Recommended Projects** – CONSULTANT will develop planning level order of magnitude cost estimates for recommended transportation improvement projects using the latest available historic cost data from the City and FDOT as appropriate.

**4.2 Mapping/Graphics/Database Management** – CONSULTANT will use graphs, charts, and tables (MS Excel); GIS maps; 3D sketches and renderings; and other audio/visual tools to describe and illustrate technical findings for meetings with the public as well as to document the findings for deliverables.

**4.3 Recommendations** – CONSULTANT will perform intersection capacity analysis per the 2010 HCM and FDOT Planning methods for one set of improvement volume for the intersections including in Task 3 to identify appropriate improvements CONSULTANT will develop an implementation plan for the prioritized projects along with the corresponding capital and operating cost estimates. The implementation plan will be based on the community’s vision and include short-, mid-, and long-term projects that are synergistic with the City’s Capital Improvement Plan (CIP), Broward Metropolitan Planning Organization’s (MPO) Transportation Improvement Plan, and FDOT’s 5-Year Work Program, in order to leverage existing funding

**Task 5 Final Report/Masterplan** – CONSULTANT will prepare draft and final reports for the Lake Ridge Neighborhood Mobility Masterplan for review with the City Project Manager. The final report will document the planning process, summarize data analysis, results, visuals and graphics including renderings, concept design, and maps, as well as short-, mid-, and long-term recommendations along with cost estimates for improving mobility and accessibility in the study area. The draft report will be reviewed with the City Project Manager, and comments and suggestions to this draft from the City will be compiled by the City Project Manager and forwarded to the CONSULTANT for incorporation in the final report.

## **DELIVERABLES:**

Deliverables for this project shall consist of the following:

### **Task 1**

- Prepare agendas and meeting notes/summaries for monthly Progress Meetings with the City (two hours maximum).
- Prepare a Public Participation Plan for the “Masterplan”
- Prepare a draft and final Public Participation Report
- Prepare materials (meeting notifications, agenda, sign-in sheets, comment cards, fact sheets,

display boards, PowerPoint presentation) for neighborhood participation meetings including meeting logistics (four meetings – three hours each)

- Prepare a critical path schedule for project tasks and deliverables based on the work scope.
- Prepare a subcontract agreement for work to be completed by Progressive Design & Engineering, Inc.
- Produce monthly progress reports that reflect the project schedule and show the budgeted cost for each task and/or deliverable, tasks completed/percent complete, and cost of materials.
- Produce and submit monthly invoices by the 20<sup>th</sup> of each month.
- Other administrative tasks associated with the obligations of our contract with the City of Ft. Lauderdale.

**Task 2**

- Data files – GIS shapefiles, maps, excel spreadsheet

**Task 5**

- Lake Ridge Neighborhood Mobility Masterplan (Draft and Final Report)

**PROJECT ASSUMPTIONS**

The transportation analysis and recommendations resulting from this project is limited to the boundaries of the proposed study area.

**CITY'S RESPONSIBILITIES**

- CITY shall provide the venue for the neighborhood participation meetings and will advertize the public meetings.
- CITY shall provide the most recently available crash data for a period of three (3) years.
- CITY shall provide traffic, bicycle and pedestrian count data by time of day for traffic analysis.
- CITY shall provide the previous studies, plans, and other documents summarizing the transportation issues and recommendations in the project area.

**ADDITIONAL SERVICES**

If authorized in writing by the CITY as an amendment to this Task Order, the CONSULTANT shall furnish or obtain from others, Additional Services of the types listed in Article 8 of the Master Agreement. The CITY, as indicated in the Master Agreement, will pay for these services.

**PERFORMANCE SCHEDULE**

The CONSULTANT shall perform the services identified in Tasks 1 through 5 inclusive within seven (7) months of written Notice to Proceed.

**PROJECT FUNDING**

Performance of this project is at the CITY's discretion. Funding for the project is in place and the work shall begin after the CITY issues the Notice to Proceed (NTP).

**METHOD OF COMPENSATION**

The services performed will be accomplished using the Not-to-Exceed method of compensation. Reimbursable expenses associated with these services are not included in the fees and will be itemized separately, subject to an established Not-to-Exceed limit. The total hourly rates payable by the CITY for

each of CONSULTANT's employee categories, reimbursable expenses and sub-consultant fees are shown on Exhibit "A" attached hereto and made part hereof.

**TERMS OF COMPENSATION**

<b>Task No.</b>	<b>Task Title</b>	<b>Consultant</b>	<b>-</b>	<b>Total</b>
1	Coordination and Public Involvement	\$14,576	-	\$14,576
2	Data Collection	\$12,268	-	\$12,268
3	Data Analysis	\$23,354	-	\$23,354
4	Recommendations	\$14,150	-	\$14,150
5	Final Report/Masterplan	\$13,964	-	\$13,964
All tasks			-	<b>\$78,312</b>
<b>Task No.</b>	<b>Task Title</b>	<b>Consultant</b>	<b>-</b>	<b>Total</b>
1	Coordination and Public Involvement (Supplies, Production)	\$350	-	\$350
5	Final Report/Masterplan	\$200	-	\$200
All other cost			-	\$550
<b>TOTAL</b>			-	<b>\$550</b>

The total number of hours for the project is (711) for CONSULTANT.

**CITY CONTACTS**

Requests for payments should be directed to City of Fort Lauderdale Accounts Payable via e-mail to [AcctsPayable@FortLauderdale.gov](mailto:AcctsPayable@FortLauderdale.gov). All other correspondence and submittals should be directed to the attention of Elizabeth Van Zandt, Project Manager, at the address shown below. Please be sure that all correspondence refers to the City project number and title as stated above.

City of Fort Lauderdale  
 Transportation & Mobility Department  
 290 N.E. 3<sup>rd</sup> Avenue  
 Fort Lauderdale, Florida 33301

**CONSULTANT CONTACTS**

T.Y. Lin International  
 1501 NW 49<sup>th</sup> Street, Suite 203  
 Fort Lauderdale, FL 33309  
 Vikas Jain, AICP, GISP  
 Email: [vikas.jain@tylin.com](mailto:vikas.jain@tylin.com)  
 Phone: 954-308-3353  
 Fax: 954-491-6117

**CLOSURE**

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first above written.

CITY OF FORT LAUDERDALE, a municipal corporation of the State of Florida:

By: \_\_\_\_\_  
LEE R. FELDMAN, City Manager

(CORPORATE SEAL)

ATTEST:

\_\_\_\_\_  
JONDA K. JOSEPH, City Clerk

Approved as to form:

\_\_\_\_\_  
CARRIE L. SARVER  
Assistant City Attorney

**WITNESS:**

\_\_\_\_\_

Print Name

\_\_\_\_\_

Print Name

**T.Y. Lin International**

By: \_\_\_\_\_

Name: Joe Yesbeck

Title: Vice President

(CORPORATE SEAL)

ATTEST:

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: Secretary

**STATE OF FLORIDA:  
COUNTY OF BROWARD:**

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ 2014,  
by \_\_\_\_\_ and \_\_\_\_\_ as \_\_\_\_\_  
and \_\_\_\_\_ respectively, of \_\_\_\_\_.

They are

personally known to me or  have produced \_\_\_\_\_ as  
identification.

(SEAL)

\_\_\_\_\_  
Notary Public, State of Florida  
(Signature of Notary taking Acknowledgement)

\_\_\_\_\_  
Name of Notary Typed, Printed or Stamped

My Commission Expires:

\_\_\_\_\_  
Commission Number



**Exhibit “A”**

**A. Fee Schedule**

**CONSULTANT**

Task No. and Task Title	Project Principal		Project Manger		Senior Engineer		Engineer		Engineer Intern		CADD/ Technician		Clerical		TOTAL	
	\$205/hour		\$180/hour		\$151/hour		\$106/hour		\$74/hour		\$58/hour		\$46/hour			
	Hours	Labor	Hours	Hours	Hours	Labor	Hours	Labor	Hours	Labor	Hours	Labor	Hours	Labor	Hours	Labor
<b>Task 1 – Coordination and Public Involvement</b>	8	\$1,640	59	\$10,620					10	\$740	24	\$1,392	4	\$184	<b>105</b>	<b>\$14,576</b>
<b>Task 2 – Data Collection</b>			18	\$4,320	4	\$604	32	\$3,392	68	\$5,032					<b>122</b>	<b>\$12,268</b>
<b>Task 3 – Data Analysis</b>			14	\$3,240	38	\$5,738			204	\$15,096					<b>256</b>	<b>\$23,354</b>
<b>Task 4 – Recommendations</b>	2	\$410	24	\$8,640	32	\$4,832			62	\$4,588					<b>120</b>	<b>\$14,150</b>
<b>Task 5 – Final Report/Masterplan</b>	4	\$820	48	\$5,760	8	\$1,208			32	\$2,368	16	\$928			<b>108</b>	<b>\$13,964</b>
<b>TOTALS</b>	<b>14</b>	<b>\$2,870</b>	<b>163</b>	<b>\$32,580</b>	<b>82</b>	<b>\$12,382</b>	<b>32</b>	<b>\$3,392</b>	<b>376</b>	<b>\$27,824</b>	<b>40</b>	<b>\$2,320</b>	<b>4</b>	<b>\$184</b>	<b>711</b>	<b>\$78,312</b>

**B. Reimbursable**

Task No. and Task Title	Reimbursable Description	Consultant	Progressive Design Engineering	Subtotal
Task 2 – Coordination and Public Involvement	Public workshop/meetings: Assume 4 plots per meeting @ \$75/plot (1x\$75x4) plus \$50/meeting (printing)	\$350	-	\$350
Task 5 – Final Report/Masterplan	Production of Draft and Final Report (3 copies)	\$200	-	\$200
	<b>Other Cost Subtotal</b>	<b>\$550</b>	<b>\$0</b>	<b>\$550</b>