Kittelson & Associates, Inc.

City Project No.: 616-10631-1
City Contact: Renee Cross
(954) 828-4699

Task Order No. 4
Proposal to Provide Professional Transportation Engineering Services
Multimodal Transportation Program

Scope of Consulting Services

Dated this ____ day of _____, 20___

Between

The City of Fort Lauderdale, Florida

and

Kittelson & Associates, Inc.
John Zegeer
(954) 828-1730

Task Order No. 4
Proposal to Provide Professional Transportation Engineering Services
Multimodal Transportation Program

This task order is submitted in compliance with Agreement between the City of Fort Lauderdale and Kittelson & Associates, Inc., for Consultant Services approved with Agreement dated July 6, 2011 (616-10631-1).

BACKGROUND

In recognition of the quality of life, economic development, and environmental benefits of a transportation system that is oriented toward Complete Streets and multimodal travel, the City of Fort Lauderdale is interested in developing a citywide Multimodal Transportation Program. This new program will allow the City to create, prioritize, and fund transportation projects in a consistent manner using all available funding sources. These sources include Florida Department of Transportation (FDOT), Broward County, and Broward Metropolitan Planning Organization (MPO) funds; grant opportunities; developer contributions; the City's Community Investment Program; and other transportation funds that become available. The Multimodal Transportation Program will be coordinated with the Citywide Multimodal Connectivity Map project and will rely on input from related public involvement activities that are scheduled for September 2012.

The purpose of this work order is twofold:

- First, the work order will develop a detailed and prioritized list of pedestrian, bicycle, transit, Complete Street, and other multimodal infrastructure improvements that the City can program into the Community Investment Plan, use as a basis for grant applications, and use as a basis for transportation mitigation associated with proposed land development projects. This list will include short-term and long-term multimodal transportation improvements ("mobility projects") and will be accompanied by planning-level cost estimates. This effort will be conducted in parallel with and complementary to the development of the City's Multimodal Connectivity Map.

- Second, the work order will develop a new process for mitigating the transportation impacts of proposed developments that will focus on the implementation of the mobility projects and/or contributions to a fund dedicated to implementing the mobility projects. Potential amendments to the City's Comprehensive Plan and Unified Land Development Regulations that are necessary for the implementation of the new process will be recommended.

To accomplish the purposes of this work order, this Scope of Work has been divided into the following tasks:

1. Citywide Transportation Review
2. Needs Assessment
3. Implementation
4. Documentation

A. SCOPE OF SERVICES

1.0 Citywide Transportation Review

1.1 Review of Studies, Reports, and Plans – Review a summary of relevant studies, reports, and plans that address transportation issues in the city. City staff will provide this summary**.**

1.2 Existing Transportation Infrastructure, Services, and Usage – This task will complement the evolution of the Citywide Multimodal Connectivity Map. The initial Connectivity Map was completed in April 2012. This task will include evaluating linkages into neighboring municipalities for regional connectivity.

With City input, develop a GIS map of key trip attractors (e.g., transit centers, employment centers, government centers, schools, entertainment venues, and greenways) within the city.

For the pedestrian system, inventory existing pedestrian facility types, sidewalk widths, marked crossings, signalized crossings, lighting, wayfinding, volumes, and connectivity. Prepare GIS maps to summarize these data. This assessment will only be based on existing data sources. Depending on data availability, this assessment may be limited to sidewalks along roadways classified as "collector" or higher and/or sidewalks within a certain distance of key trip attractors.

For the bicycle system, inventory existing bicycle facility types, facility widths, wayfinding, volumes, and connectivity. Prepare GIS maps to summarize these data. This assessment will only be based on existing data sources.

For the transit system (including fixed-route transit, paratransit, taxi, and water taxi), inventory existing transit service types, running ways, service spans, ridership volumes, transit frequencies, transit facility types, amenities, and connectivity. Identify locations/routes that need ADA-compliant transit stops. Prepare GIS maps to summarize these data. This assessment will only be based on existing data sources.

For the roadway system, inventory existing functional classifications, volumes, levels of service, cross sections, median types, traffic control types, parking supply and demand, connectivity, truck routes, and loading zones. Report existing levels of service for collector-level or higher roadway segments and intersections where such analyses have already been completed. Prepare GIS maps to summarize these data. This assessment will only be based on existing data sources.

1.3 Future Transportation Infrastructure, Services, and Demand – For the pedestrian system, identify funded improvements for constructing new sidewalks, widening sidewalks, providing marked crossings, adding signalized crossings, improving pedestrian-oriented lighting, improving wayfinding, and enhancing connectivity.

Prepare GIS maps to summarize these data. Depending on data availability, this assessment may be limited to sidewalks along roadways classified as "collector" or higher and/or sidewalks within a certain distance of key trip attractors.

For the bicycle system, identify funded improvements for constructing new bicycle facilities, widening bicycle lanes or paths, improving wayfinding, and enhancing connectivity. Prepare GIS maps to summarize these data.

For the transit system, identify funded improvements for future transit service modes including dedicated running ways, improvements in service spans, improvements in transit frequencies, improved amenities, implementation of ADA-compliant facilities, and enhanced transit service connectivity. Identify any transit improvements programmed by Broward County that utilize transportation concurrency fees in the relevant County concurrency districts. Prepare GIS maps to summarize these data.

For the roadway system, identify funded improvements including new roadway construction, transportation system management improvements (e.g., signal system retiming), roadway widenings, intersection turn lane additions, traffic signal installations, roadway extensions, and improved wayfinding. Prepare GIS maps to summarize these data.

Identify transportation improvements to be implemented as mitigation for currently approved development projects.

1.4 Meetings – Conduct City Staff Meeting 1 in conjunction with Task 1.2. Conduct City Staff Meeting 2 in conjunction with Task 1.3. Conduct County Meeting 1 in conjunction with Task 1.2.

1.5 Deliverables – Prepare a technical memorandum that documents the transportation review. Submit the technical memorandum to City staff for review. Finalize the technical memorandum by incorporating the comments of City staff.

Provide draft GIS files to the City's GIS coordinator (in a compatible/acceptable format) for review. Finalize the GIS files by incorporating the comments of City staff.

2.0 Needs Assessment

2.1 Project Identification & Prioritization – Overlay the map of key trip attractors developed in Task 1.2 on the multimodal facilities maps developed in Tasks 1.2 and 1.3.

Identify needed mobility improvements for each mode based on the existing and future transportation assessments (Task 1.0) and the following considerations:

- Consistency with the Broward Complete Streets Guidelines
- Closure of gaps in the multimodal transportation system (e.g., missing sidewalk segments)
- Access needs associated with the key trip attractors
- Access needs associated with transit stops/stations
- Systemwide connectivity enhancements
- Safety needs
- Need for multimodal support facilities (e.g., bicycle parking)
- Multimodal quality enhancements (e.g., reduced transit headways)
- Truck and delivery routes/loading zones in extra wide lanes

Needed mobility projects may include the following:

- New/wider sidewalks
- New sidewalk connections to land uses
- New pedestrian crossings
- New bicycle lanes
- Bicycle parking and support facilities
- Bus stop improvements
- Increased transit operations
- Improved transit stop/station accessibility
- Traffic calming
- Road diets
- New roadway connections
- Traffic pattern changes (e.g., couplets)
- Transportation System Management and Operations (TSM&O) solutions
- Transportation Demand Management (TDM) solutions
- Private shuttle routes to connect developments to transit facilities
- Implementation of a wayfinding system
- Installation of multimodal amenities (e.g., pedestrian plazas)
- Truck traffic signage

Describe each needed mobility project with respect to purpose/justification, scale, time frame for implementation, and status. Develop planning-level cost estimates for each project.

Develop a methodology for prioritizing the needed mobility projects based on factors such as safety, consistency with the City's goals, cost-effectiveness, potential to support key trip attractors, and potential to implement the project using FDOT funds, MPO funds, or grant funds. Apply the prioritization methodology to the identified projects. Prepare a table or graphic that shows the relative ranking of the projects.

2.2 Meetings – Conduct City Staff Meeting 3 in conjunction with Task 2.1. Conduct City Staff Meeting 4 in conjunction with Task 2.1. Conduct Public Meeting 1 in conjunction with Task 2.1 to obtain public input on mobility needs and potential

mobility projects. Conduct Stakeholder Meeting 1 in conjunction with Task 2.1 to obtain input from the local business community, major landowners, and major trip generators/attractors.

2.3 Deliverables – Prepare a technical memorandum that summarizes the prioritized mobility projects and their costs and summarizes input received from the public meeting. The technical memorandum will include GIS maps showing project locations. Submit the technical memorandum to City staff for review. Finalize the technical memorandum by incorporating the comments of City staff.

3.0 Implementation

3.1 Case Studies – Conduct case studies of up to three other cities that have faced similar challenges to learn about options and best practices for implementing mobility projects. For each case study, identify state-of-the-art practices and innovations used to improve multimodal mobility and identify those that may be suitable for the City of Fort Lauderdale. This effort will be tailored to infrastructure, land uses, demographics, and character particular to the City of Fort Lauderdale and to the challenges that are presented in transitioning from a roadway-based transportation system to one that is multimodal-oriented.

3.2 Implementation Mechanism – Divide the city into districts that can be used to promote co-location of mobility projects with development impacts. Review the Broward County Land Development Code, the Broward County Administrative Code, and the City Code of Ordinances with respect to concurrency management, transportation levels of service, and impact fees. Develop a process for funding and implementing the mobility projects in the districts. The process should consider opportunities to use existing County transportation concurrency fees to fund mobility projects in Fort Lauderdale. The process should address conditioning proposed developments with mobility projects (possibly via a "menu" of projects) and/or contributions to a fund dedicated to implementing mobility projects.

Recommend potential amendments to the City's Comprehensive Plan and Unified Land Development Regulations associated with the proposed implementation process. Present the potential amendments to these documents in underline/strike-through format.

3.3 Meetings – Conduct City Staff Meeting 5 in conjunction with Task 3.1. Conduct City Staff Meeting 6 in conjunction with Task 3.2. Conduct County Meeting 2 in conjunction with Task 3.2. Conduct Stakeholder Meeting 2 in conjunction with Task 3.2.

3.4 Deliverables – Prepare a technical memorandum that summarizes the case studies and the process of developing the proposed implementation mechanism and includes the potential amendments to the City's Comprehensive Plan and Unified Land

Development Regulations. Submit the technical memorandum to City staff for review. Finalize the technical memorandum by incorporating the comments of City staff.

4.0 Report

4.1 Meetings – Conduct City Staff Meeting 7 to present the draft report. Conduct City Commission Meeting 1 to present the results of the project.

4.2 Deliverables – Prepare a draft report that consolidates the three technical memoranda and an Executive Summary. Finalize the report by incorporating the comments of City staff. Present the report to the City Commission.

B. RESPONSIBILITIES OF THE CITY

The City shall be responsible for:

- Provision of a previously completed summary of relevant studies, reports, and plans that address transportation issues in the area
- Provision of relevant information from continued development of the Citywide Multimodal Connectivity Map and associated public involvement efforts
- Provision of relevant existing data sources (e.g., bus stop data)
- Coordination of any public meeting notices
- Coordination of venues for any public meetings and stakeholder meetings
- Briefing of City Commissioners at the commencement of the project
- Timely review and comment on all draft deliverables

C. PROJECT SCHEDULE

A preliminary schedule is attached as Figure 1.

D. COMPENSATION SCHEDULE

The above tasks shall be authorized by the City to be performed on a lump sum basis in the amount of $84,250.00 in accordance with the Agreement between the City of Fort Lauderdale and Kittelson & Associates, Inc., for Consultant Services approved with Agreement dated July 6, 2011. A cost estimate for this task order is attached as Figure 2.

Figure 1 Preliminary Schedule

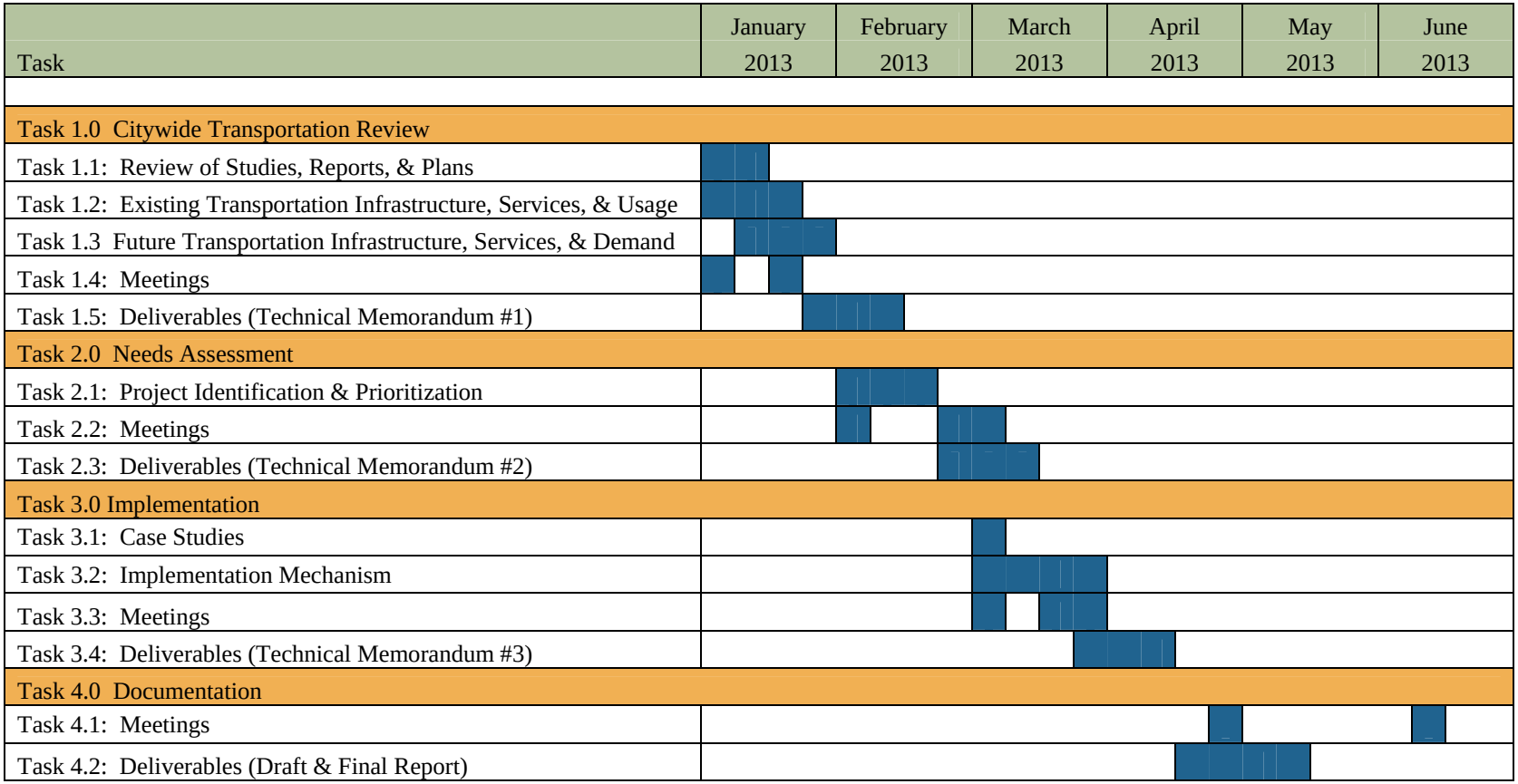

Figure 2 Cost Estimate

Task	Staff: / Rate:	Sr. Engineer $135.00	Sr. Principal $205.00	Transp. Analyst $95.00	Office Support $60.00	Task Cost	
Task 1.0 Citywide Transportation Review							
Task 1.1. Review of Studies, Reports, & Plans		10	0	14	0	$2,680.00	
Task 1.2: Existing Transportation Infrastructure, Services, & Usage		16	0	96	0	$11,280.00	
Task 1.3: Future Transportation Infrastructure, Services, & Demand		16	0	48	0	$6,720.00	
Task 1.4: Meetings		12	2	12	0	$3,170.00	
Task 1.5: Deliverables (Technical Memorandum #1)		10	4	20	0	$4,070.00	
Task 1.0 Subtotal						$27,920.00	32%
Task 2.0 Needs Assessment							
Task 2.1: Project Identification & Prioritization		24	0	120	0	$14,640.00	
Task 2.2: Meetings		20	0	20	4	$4,840.00	
Task 2.3: Deliverables (Technical Memorandum #2)		10	4	20	0	$4,070.00	
Task 2.0 Subtotal						$23,550.00	27%
Task 3.0 Implementation							
Task 3.1: Case Studies		4	0	12	0	$1,680.00	
Task 3.2: Implementation Mechanism		80	16	20	0	$15,980.00	
Task 3.3: Meetings		16	4	16	0	$4,500.00	
Task 3.4: Deliverables (Technical Memorandum #3)		16	4	8	0	$3,740.00	
Task 3.0 Subtotal						$25,900.00	29%
Task 4.0 Documentation							
Task 4.1: Meetings		12	0	12	0	$2,760.00	
Task 4.2: Deliverables (Draft & Final Report)		16	4	12	0	$4,120.00	
Task 4.0 Subtotal						$6,880.00	8%
Total		262	38	430	4	$84,250.00	100%

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Kittelson & Associates, Inc.

By _____ Date 12/12/12
Thuha N. Lyew
Senior Engineer

Attest

Kelly Blume
Associate Engineer

STATE OF FLORIDA:
COUNT OF BROWARD

The foregoing instrument was acknowledged before me this 12 day of December, 2012 by Thuha Lyew as Senior Engineer of Kittelson & Associates, Inc., an Oregon corporation, on behalf of the corporation. They are personally know to me and did not take an oath.

Beverley King
Notary Public, State of Florida

Notary Public State of Florida
Beverley King
My Commission EE 182477
Expires 06/13/2016

BEVERLEY KING
Name of Notary Typed, Printed, or Stamped

Commission Number

(Corporate Seal)

ATTEST:

Transportation Analyst
Name and Title

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

WITNESSES:

CITY OF FORT LAUDERDALE,
A municipal corporation.

_____

By _____
JOHN P. "JACK" SEILER, Mayor

_____
Print Name

_____

By _____
Lee R. Feldman, City Manager

_____
Print Name

(SEAL)

ATTEST:

_____
JONDA K. JOSEPH, City Clerk

Approved as to form:

_____
Assistant City Attorney