

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Work Order #8 for RFP-3261-08/RTB - General Consulting Services for Planning and Development with HNTB Corporation

DEPARTMENT: Administrative Services

DIVISION: Purchasing and Contracts

AUTHORIZED BY: Frank Raymond

CONTACT: Robert Bradley

EXT: 7113

MOTION/RECOMMENDATION:

Approve Work Order #8 for RFP-3261-08/RTB - General Consulting Services for Planning and Development in the amount of \$164,940.00 with HNTB Corporation of Lake Mary, Florida.

County-wide

Ray Hooper

BACKGROUND:

RFP-3261-08/RTB provides for expertise and technical skills on an as-needed basis to assist Seminole County staff in the implementation of the County's Comprehensive Plan, as it relates to General Consulting Services for Planning and Development, and the fulfillment of the comprehensive and transportation planning work program activities.

Work Order #8 will provide for the development of mobility strategy within the Transportation Concurrency Exception Area (TCEA) designated by Senate Bill 360 of the 2009 Legislative Session as a part of the Seminole County Comprehensive plan. The scope of work presents an outline for developing strategies to support and fund alternative mobility options within that portion of unincorporated Seminole County, that was designated as a Transportation Concurrency Exception Area (TCEA).

This is a budgeted project and funds are available in Long Range Planning (Account #110200.530310).

STAFF RECOMMENDATION:

Staff recommends that the Board approve Work Order #8 for RFP-3261-08/RTB - General Consulting Services for Planning and Development in the amount of \$164,940.00 with HNTB Corporation of Lake Mary, Florida.

ATTACHMENTS:

1. RFP-3261-08_RT B - Work Order #8 (HNTB)

<p>Additionally Reviewed By:</p> <p><input checked="" type="checkbox"/> County Attorney Review (Ann Colby)</p>

**Board of County Commissioners
SEMINOLE COUNTY, FLORIDA**

WORK ORDER

Work Order Number: 8

Master Agreement No.: RFP-3261-08/RTB Dated: December 11, 2008
Master Agreement Title: General Consulting Services for Planning and Development
Project Title: Development of Mobility Strategy with the Transportation Concurrency
Exception Area (TCEA)

Consultant: HNTB Corporation
Address: 300 Primera Boulevard, Suite 200
Lake Mary, FL 32746

ATTACHMENTS TO THIS WORK ORDER:
 drawings/plans/specifications
 scope of services
 special conditions

METHOD OF COMPENSATION:
 fixed fee basis
 time basis-not-to-exceed
 time basis-limitation of funds
 retainage shall be withheld

TIME FOR COMPLETION: The services to be provided by the CONSULTANT shall commence upon execution of this Work Order by the parties, and shall be completed by **January 31, 2011**. Failure to meet the completion time shall be grounds for Termination of both the Work Order and the Master Agreement for Default.

Work Order Amount: **ONE HUNDRED SIXTY-FOUR THOUSAND NINE HUNDRED FORTY AND 00/100 DOLLARS (\$164,940.00)**

IN WITNESS WHEREOF, the parties hereto have made and executed this Work Order on this _____ day of _____, 20____, for the purposes stated herein.

(THIS SECTION TO BE COMPLETED BY THE COUNTY)

ATTEST:

HNTB Corporation

Craig W. Denson, Secretary

By: _____
James P. Anglin, P.E, Regional President

(CORPORATE SEAL)

Date: _____

BOARD OF COUNTY COMMISSIONERS
SEMINOLE COUNTY, FLORIDA

ATTEST:

MARYANNE MORSE
Clerk to the Board of County Commissioners of
Seminole County, Florida

By: _____
Bob Dallari, Chairman

Date: _____
As authorized for execution by the Board of County
Commissioners at their _____, 20____
regular meeting.

OC #805127

ON # _____

WORK ORDER TERMS AND CONDITIONS

- a) Execution of this Work Order by the COUNTY shall serve as authorization for the CONSULTANT to provide, for the stated project, professional services as set out in the Scope of Services attached as Exhibit "A" to the Master Agreement cited on the face of this Work Order and as further delineated in the attachments listed on this Work Order.
- b) Term: This Work Order shall take effect on the date of its execution by the COUNTY and expires upon final delivery, inspection, acceptance, and release of the final payments and encumbrances of the last approved amount of this Work Order, unless terminated earlier in accordance with the termination provisions herein.
- c) The CONSULTANT shall provide said services pursuant to this Work Order, its Attachments, and the cited Master Agreement (as amended, if applicable) which is incorporated herein by reference as if it had been set out in its entirety.
- d) Whenever the Work Order conflicts with the cited Master Agreement, the Master Agreement shall prevail.
- e) METHOD OF COMPENSATION - If the compensation is based on a:
 - (i) FIXED FEE BASIS, then the Work Order Amount becomes the Fixed Fee Amount and the CONSULTANT shall perform all work required by this Work Order for the Fixed Fee Amount. The Fixed Fee is an all-inclusive Firm Fixed Price binding the CONSULTANT to complete the work for the Fixed Fee Amount regardless of the costs of performance. The work to be performed by the CONSULTANT shall be based on the Labor Hour Rates established in the Master Agreement that are in effect on the date of the CONSULTANT'S price proposal for this project. In no event shall the CONSULTANT be paid more than the Fixed Fee Amount.
 - (ii) TIME BASIS WITH A NOT-TO-EXCEED AMOUNT, then the Work Order Amount becomes the Not-to-Exceed Amount and the CONSULTANT shall perform all the work required by this Work Order for a sum not exceeding the Not-to-Exceed Amount. In no event is the CONSULTANT authorized to incur expenses exceeding the not-to-exceed amount without the express written consent of the COUNTY. Such consent will normally be in the form of an Amendment to this Work Order. The CONSULTANT's compensation shall be based on the actual work required by this Work Order and the Labor Hour Rates established in the Master Agreement that are in effect on the date of the CONSULTANT'S price proposal for this project.
 - (iii) TIME BASIS WITH A LIMITATION OF FUNDS AMOUNT, then the Work Order Amount becomes the Limitation of Funds amount and the CONSULTANT is not authorized to exceed the Limitation of Funds amount without prior written approval of the COUNTY. Such approval, if given by the COUNTY, shall indicate a new Limitation of Funds amount. The CONSULTANT shall advise the COUNTY whenever the CONSULTANT has incurred expenses on this Work Order that equals or exceeds eighty percent (80%) of the Limitation of Funds amount. The CONSULTANT's compensation shall be based on the actual work required by this Work Order and the Labor Hour Rates established in the Master Agreement.
 - (iv) The CONSULTANT may utilize labor categories that are not included in the attached fee proposal, but that have been approved in the Master Agreement. If a substitution is necessary, the work shall be completed within the approved Time Basis (Not-To-Exceed or Limitation of Funds) Work Order Amount, and in no event shall the Work Order Amount be modified as a result of any changes in labor categories. The CONSULTANT shall submit a written request to the County's Project Manager for approval of any substitution prior to the utilization of any labor category for service, and the County Project Manager's approval of any substitution must take place prior to submission of the invoice. Any approved labor category substitution shall be based on the prevailing labor categories and their associated

hourly rates established in the Master Agreement that are in effect on the date of the County's approval for any substitution.

- f) Payment to the CONSULTANT shall be made by the COUNTY in strict accordance with the payment terms of the referenced Master Agreement.
- g) It is expressly understood by the CONSULTANT that this Work Order, until executed by the COUNTY, does not authorize the performance of any services by the CONSULTANT and that the COUNTY, prior to its execution of the Work Order, reserves the right to authorize a party other than the CONSULTANT to perform the services called for under this Work Order; if it is determined that to do so is in the best interest of the COUNTY.
- h) The CONSULTANT shall sign the Work Order first and the COUNTY second. This Work Order becomes effective and binding upon execution by the COUNTY and not until then. A copy of this Work Order will be forwarded to the CONSULTANT upon execution by the COUNTY.

SCOPE OF SERVICES

Seminole County Comprehensive Plan Development of Mobility Strategy within the Transportation Concurrency Exception Area (TCEA) designated by Senate Bill 360 of the 2009 Legislative Session Seminole County, Florida

Background

- Prior to 2009, Seminole County and its cities, pursuant to Chapter 163, Florida Statutes, guided development approval through their concurrency management systems.
- Portions of unincorporated Seminole County and the cities of Altamonte Springs and Sanford had been designated as Transportation Concurrency Exception Areas (TCEAs).
- This designation allowed the local governments to respond to mobility needs within those limited areas through methods other than the standard approach of ensuring that roadway capacity was available as required by Chapter 163.
- However, guiding development through varied transportation strategies in limited areas while requiring standard roadway widening projects for the majority of an area creates challenges for achieving a coherent transportation network.
- In addition, areas still subject to standard concurrency will stagnate, because lack of ability to widen roadways sufficiently to meet concurrency requirements prevents infill development and redevelopment. Such infill development or redevelopment may be successfully implemented using a broader range of mobility options.

During the 2009 Legislative session, the passage of Senate Bill 360 designated the nonrural portion of unincorporated Seminole County and its cities as Transportation Concurrency Exception Areas (TCEAs) as part of a Dense Urban Land Area (DULA). Prior legislation adopted in 2008 required all local governments to reduce greenhouse gas emissions through amendments to the Future Land Use, Conservation and Transportation Elements of their local comprehensive plans. Seminole County proposes to respond to these legislative actions by seeking consultant assistance in developing mobility strategies appropriate to each section, or sub-area, of the County. These sub-area strategies will also demonstrate linkage to regional mobility planning activities.

Introduction

This Scope of Work presents an outline for developing strategies to support and fund alternative mobility options within that portion of unincorporated Seminole County that was designated as a Transportation Concurrency Exception Area (TCEA) by Senate Bill 360 during the 2009 Florida Legislative Session. (See attached map.) The approved strategy and funding plan shall be adopted into the Seminole County Comprehensive Plan prior to December 1, 2011. The Consultant selected for this work will: coordinate with consultants developing similar strategies for cities within Seminole County, coordinate with LYNX and METROPLAN ORLANDO (the metropolitan planning organization [MPO] for Orange, Osceola and Seminole Counties); will consult frequently with County staff; will attend public workshops and hearings and meetings with the staff of the Department of Community Affairs as needed; and will develop a schedule to ensure timely completion of deliverables. The purposes of this Scope of Services include:

- a) Developing data and analyses to support recommended strategies, including commuting studies, existing Transportation Demand (TDM) data, if any, trip projections based on

- alternate strategies, and analyses to demonstrate anticipated rates of reduction of vehicle miles traveled of alternate mobility strategies;
- b) Abstracting data on Transportation System Management (TSM) strategies and other options, and reviewing existing alternate mobility plans now in place in jurisdictions within Florida and the United States in order to identify strategies that may apply to Seminole County;
 - c) Identifying of and mapping of mobility strategy sub-areas for Seminole County, based on existing conditions of the transportation network and land use pattern (i.e., how 'transit-ready' is an area at this point in time), development of mobility options within sub-areas and standards for those options, and land development code changes needed for Seminole County to implement the mobility strategy;
 - d) Modeling of the alternate transportation options within sub-areas and of the network as a whole, in order to demonstrate viability of the approach and determine best options for sub-areas. Results of the modeling shall also serve as data and analysis to support recommended comprehensive plan amendments for the mobility strategy.
 - e) Identifying necessary capital and operating expenditures and funding mechanisms (including a potential Seminole County-specific 'mobility fee' that may be used in lieu of roadway impact fees with the TCEA, for capital, maintenance and operating expenses of roadway, transit and pedestrian improvements). Based on this list of projects and operating expenses, identify recommended amendments to: the Seminole County Capital Improvement Program, Seminole County Operating Budget, Capital Improvement Element of the Seminole County Comprehensive Plan, the MPO Long-Range Plan and LYNX Transit Improvement Programs;
 - f) Developing intergovernmental coordination mechanisms needed for the optimal operation of shared mobility strategies, including: Intergovernmental Coordination element policy changes for Seminole County (and potentially for its cities), intergovernmental coordination mechanisms within the development approval process of Seminole County and its cities, and identifying methods of monitoring the success of the mobility strategy; and
 - g) Creation of a simple modeling technique or evaluation methodology to determine the degree to which proposed land use changes and proposed developments support the County and regional mobility strategy. The evaluation methodology may be as simple as the creation of sliding scales to award approval points to proposals based on walkable distances from public walkways, transit corridors, transit shelters, unsheltered transit stops, supermarkets, office parks, public schools (in the case of proposals involving residential uses), public parks, movie theaters and restaurants. Inclusion of major mixed uses and transit features into a walkable development proposal can also generate approval points.

Task 1.0: Initial Data and Analysis

As part of this task, the Consultant will meet with County staff, and Planning Technical Advisory Committee if needed, to identify appropriate employers to target for origin and destination survey, types of survey questions and methods of administering survey (website, hard copy distribution through employer, etc.); will develop the survey instrument, oversee the survey and summarize survey findings; and will calculate anticipated vehicle miles traveled based on current mobility methods. Additionally, the results of this survey will be used to assist in an evaluation of the travel patterns within the adopted MPO travel forecasting model within Seminole County. Travel patterns from major employment TAZs will be compared to the results of the survey and adjustments to the model will be recommended to better replicate travel behaviors. The components of this task are as follows:

Subtask 1.1: Develop Survey instrument and methodology

The Consultant will meet with County staff to: develop a survey that identifies the percentage of employees commuting from specified zip codes within the region, mode of transportation, and identify any Transportation Demand Management (TDM) options currently offered by employers; identify target employers and develop a methodology for administration of the survey.

DELIVERABLES:

1. A survey instrument for use in determining existing commuter pattern information.
2. A list of targeted private sector, public sector and quasi-public sector Seminole County based employers to be surveyed.

Subtask 1.2: Administer Survey and Analyze Results of Survey

In this subtask the Consultant will administer the survey within an established time framework, will retrieve and summarize the data, will analyze the results and prepare a white paper as described under the Deliverables section.

DELIVERABLES:

1. Raw data in the form of completed surveys.
2. White Paper summarizing the following:
 - a. Percentages and numbers of commuting employees by home zip code and workplace zip code.
 - b. Recommendations for enhancements to the travel demand model to better reflect Seminole County home based work travel patterns.
 - c. Information about Transportation Demand Management (TDM) options offered by employers at present, if any; including but not limited to: staggered work hours, vanpools, ride share matching, bicycle lockers and showers, and paid transit passes.
 - d. If TDM options are offered, percentages and numbers of commuting employees who are presently using those options.

Task 2.0 Review of Alternate Mobility Plans, Combination of that Information with Transportation System Management (TSM), Intelligent Transportation (IT), and Transit Priority Signalization information, and Generation of Findings.

Subtask 2.1: Review of alternate mobility plans, combination of that information with TSM, IT and Transit Priority Signalization information, and generation of findings.

The Consultant shall review existing alternate mobility plans with associated land use policy and land development code changes that are now in place and operational, including those discussed at the 2009 Department of Community Affairs Growth Management Workshop. The Consultant will identify features of these existing plans and land development codes that help to make the built environment evolve toward a more 'transit-ready' pattern. Plans to be reviewed include, but are not limited to:

- Alachua County

- Broward County
- Tallahassee/Leon County
- Other alternate mobility plans with associated land use policy and land development code supports in communities that share population and land use pattern characteristics with Seminole County.

As part of this task, the Consultant, with assistance from County staff, shall also draw useful options from sources that provide data and analysis regarding Transportation System Management (TSM), Transit Priority Signalization, Intelligent Transportation (IT) systems and other techniques as methods for better use of existing corridors to create a more 'transit ready' mobility system in order to reduce green house gases. The Consultant shall also evaluate the need to initiate a 'Complete Corridors' approach to major transit corridors, in order to identify necessary sidewalk completion and pedestrian amenity programs.

TSM options to be examined shall include, but not be limited to:

- Improved (synchronization) of traffic signals on major corridors during peak hours;
- Transit-priority signalization in major transit corridors, with and without transit-only or high occupancy vehicle lanes in peak hours;
- Dedicated transit lanes on major corridors;
- Grade-separated transit lanes paralleling major corridors;
- Paired one-way corridors, with and without transit lanes; and
- Intelligent Transportation (IT) systems.

Based on the findings of Subtask 2.1 and the useful TSM and signalization options, the Consultant shall prepare the deliverable for this Task.

DELIVERABLE:

A White Paper summarizing comprehensive plan policy changes for Seminole County directed toward the creation of alternative mobility options that would be viable in Seminole County, based on the findings of Tasks 1.0 and 2.0; and including recommendations for, but not limited to:

- Short and long-term TSM, IT, Transit Priority Signalization and 'Complete Corridors' projects that will help reduce green house gases and advance Seminole County's built environment and transportation network in the direction of a more 'pedestrian and transit-friendly' system;
- Short and long-term land use and transportation Comprehensive Plan policy changes and land development code changes recommended for major transit corridors and employment/retail/recreational/residential centers (centers) to enable implementation of the projects to reduce green house gases and advance the land use pattern and transportation network into a 'transit-ready' condition;
- Recommended bicycle-related policy changes for the Transportation Element and related land development code changes to support bicycling; and
- Recommended public information/education methods.

Task 3.0 Evaluation and refinement of mobility sub-areas, based on existing conditions of transportation network and land use pattern (i.e., how ‘transit-ready’ is an area at this point in time); development of standards for the mobility options within sub-areas, and land development code changes needed to implement the adopted mobility strategy.

Subtask 3.1 Based on ‘transit-readiness’ of segments of major transit corridors and adjacent land areas, as well as development centers (such as central business districts, multiple and mixed use developments, and industrial and office parks), Multi-modal Mobility Option Sub-Areas that may cross jurisdictional boundaries shall be identified. Sub-areas shall also be identified that will continue to rely solely on roadways as the primary mobility method; such sub-areas may also cross jurisdictional boundaries.

Transit-readiness shall be judged by such features as: planned but unbuilt roadway improvements; presence or absence of pedestrian crossways, pedestrian islands and pedestrian signalization; percentage of corridor with complete or incomplete sidewalk; presence or absence of transit shelters; distance between shelters; existing transit headways; distance of existing building entrances from transit stops; maximum densities and intensities permitted on lands abutting corridors and other features to be identified in Consultant-County staff consultation. Additionally, transit readiness for different districts will be evaluated using a Multimodal Quality of Service (QOS) analysis as per the Multimodal Transportation Districts and Areawide Quality of Service Handbook developed by the FDOT.

This sub-task involves the creation of a map of multi-modal and single mode mobility ‘sub-areas’. The Consultant will meet with County staff (and may meet with the PTAC if needed) to determine critical criteria for setting sub-area boundaries, develop a draft sub-area map, and finalize the sub-area map. Consultant will review existing comprehensive plan policies of cities and the County, and existing development review processes of cities and the County, to determine where increased coordination may be needed and what mechanisms can achieve increased coordination of development approvals in a manner that supports the shared mobility strategy.

DELIVERABLE:

1. A finalized sub-area map for mobility options.
2. Recommended policy changes for Intergovernmental Coordination Elements.
3. Recommended coordination mechanisms for development review processes.
4. Recommended text changes for land development codes.

Subtask 3.2 Creation of standards for the recommended multiple-mode mobility options, such as three-year, five-year and final sidewalk improvements, transit headway improvements, shelter improvement, installation of IT improvements, equipping of buses with transit-priority signalization equipment and the like for those sub-areas ‘evolving’ toward greater transit-readiness; creation of standards recommended for those sub-areas not intended to be transit-based, such as three-year, five-year and final intersection improvements, installation of IT improvements and the like. The overall intent is to develop a mobility plan that supports the Goals, Objectives and Policies of the Seminole County Comprehensive Plan and supports and furthers the intent of the Central Florida Regional Growth Vision.

This sub-task involves the creation of measurable standards to be used in reaching the intended mobility plan within individual sub-areas in such a manner as to: create an overall mobility strategy that achieves the intent of safely moving people and goods through the TCEA, despite unique characteristics of sub-areas; achieves the goals of facilitating redevelopment while protecting neighborhoods; identifies short-term and long-term pedestrian-related, road-related, transit-related, and bicycle-related projects to be added to Capital Improvement programs or operating budgets, and for which a developer may be required to provide a proportionate share. Recommendations may include establishing 'evolving' alternate mobility options within transit-oriented areas or pedestrian-oriented sub-areas that differ in existing service, and 'evolving' standards for roadway-oriented sub-areas where future transit orientation is desired.

DELIVERABLES:

1. Recommended standards for alternative modes that will enable sub-areas to become more transit-friendly as redevelopment and development take place.

Task 4.0 Modeling of alternate transportation options within sub-areas and of the TCEA network as a whole, in order to demonstrate the viability of the approach and determine the best set of options, and timing of options, to achieve a viable network. Results of the modeling shall also serve as data and analysis to support recommended comprehensive plan amendments for the mobility strategy.

This Task shall require the Consultant to develop a model to test the options identified in Task 3.0, to verify that the options shall achieve the desired results of providing for mobility while enabling redevelopment and infill development to take place. The Consultant shall:

Using the METROPLAN ORLANDO (MPO) approved travel forecasting model, the CONSULTANT will prepare base year and planning year travel forecasts for the County's Dense Urban Land Area (DULA). The CONSULTANT will perform any model validations required and will document them.

The travel forecasts will be presented as vehicle miles travelled (VMT) and average annual daily traffic (AADT) will also be provided for backup information. For the purpose of this study the following horizon years will be assumed:

- BaseYear - 2010
- Planning Year - 2030

The latest land use data (ZDATA) for both study years will be provided by Seminole County staff for the TAZs located within the County. A maximum of three (3) distinct 2030 land use scenarios provided by Seminole County will be evaluated as part of this analysis. One of these three (3) scenarios is assumed to be the currently adopted land use plan of the 2030 OUATS LRTP. The remaining two (2) Scenarios will be potential land use strategy alternatives reflective of a multi-modal and mixed use land use development and/or redevelopment. For example, these land use strategy alternatives may include intense redevelopment in downtown Sanford or high density transit oriented development along the US 17/92 corridor. Similarly, up to two (2) distinct transportation networks will be evaluated for each of the three (3) land use scenarios. These transportation networks will be developed in coordination with Seminole County staff.

The CONSULTANT will prepare a table that summarizes the difference in VMT between the base year and planning year for the entire DULA and for each mobility district that is established as part of this study.

The CONSULTANT shall run the model of the identified improvements within the transportation mobility districts for one land use strategies within each of the mobility districts.

DELIVERABLE:

1. Results of modeling in a format that can be incorporated into the Support Document to the Transportation Element of the Seminole County Comprehensive Plan, and used by the cities in Seminole, the City of Maitland and Orange County as data for the update of their Comprehensive Plans.
1. A set of measures to be used to evaluate the success of the alternate mobility options.
2. A set of recommended comprehensive plan policies containing these measures.

Task 5.0 Identify necessary capital and operating expenditures to achieve the alternate mobility system over a twenty year period, and identifying funding strategies for the first five years.

As a part of this task, the Consultant shall begin with the Seminole County projects listed in the Metroplan 2030 Long Range Plan and LYNX Transportation Improvement Program, and determine which of those projects are needed to support the alternative mobility strategy of the TCEA. NOTE: Any projects for Seminole County listed in the Metroplan 2030 Long Range Plan that are intended for the portions of Seminole County not included within the TCEA shall be assumed to be necessary and no recommendations to remove them shall be developed.

Based on the findings of **Tasks 2.0, 3.0 and 4.0**, Consultant shall recommend additional capital improvements, maintenance programs and transit operating expenses necessary to implement the alternative mobility strategy, as well as the elimination of programmed improvements within the TCEA that do not support the alternate mobility strategy. The Consultant shall also identify a range of funding sources and options, including public-private partnerships.

DELIVERABLES:

1. A list of capital improvements to remain in the Seminole County CIP and CIE, MPO Long Range Plan, LYNX TIP.
2. A list of new capital improvements to be added to the Seminole County CIP and CIE, MPO Long Range Plan, LYNX TIP.
3. A list of capital improvements to be removed from the Seminole County CIP and CIE, MPO Long Range Plan, LYNX TIP.
4. A list of operating improvements.
5. Recommended funding options.
6. Recommended policy amendments to the Seminole County Comprehensive Plan.

Task 6.0 Development of methods to achieve intergovernmental coordination of development approval processes to ensure optimal results for alternate mobility options through: identification of potential changes to policies of Intergovernmental Coordination elements of Seminole County and its cities, land development approval processes of Seminole County and its cities, and the land development code of Seminole County. This Task shall also require

identification of methods of monitoring the success of the alternate mobility strategies.

This Task involves the development of intergovernmental coordination mechanisms needed for the optimal operation of shared mobility strategies, including: Intergovernmental Coordination element policy changes for Seminole County (and potentially for its cities), intergovernmental coordination mechanisms within the development approval process of Seminole County and its cities, and recommended changes to the Seminole County Land Development Code. The Consultant shall meet with County staff to review draft recommendations on existing Seminole County Comprehensive Plan policies prior to developing final recommendations. This Task also involves identifying methods of monitoring the success of the mobility strategy, for purposes of short term evaluation and adjustment, and for long term analysis during future Evaluation and Appraisal processes for the Seminole County and city Comprehensive Plans.

DELIVERABLES;

1. Recommended policy changes for the Intergovernmental Coordination Element of the Seminole County Plan (and potential recommendations for the cities)
2. Recommended changes to the existing land development approval processes of the County and cities.
3. Recommended changes to the Seminole County Land Development Code.
4. Recommended monitoring process to determine the success of the mobility strategy.

Task 7.0 Creation of a model or evaluation methodology to evaluate how well a proposed future land use amendment or development proposal supports or does not support the alternative mobility strategy.

- a) As a part of this task, the Consultant shall either create a simple model that calculates potential green house gas production and vehicle miles necessary to travel from a proposal to existing employment, shopping and recreational facilities, or shall create an evaluation methodology to accomplish this task. The intent of the task is to provide Seminole County with a quantitative method of evaluating whether a proposed land use change or proposed development furthers the Central Florida Regional Growth Vision, as well as the Future Land Use, redevelopment, alternative mobility, and green house gas reduction goals, objectives and policies of the County. The model or evaluation methodology may be as simple as the creation of sliding scales to award approval points to proposals based on walkable distances from public walkways, transit corridors, transit shelters, unsheltered transit stops, supermarkets, office parks, public schools (in the case of proposals involving residential uses), public parks, movie theaters and restaurants. Inclusion of major mixed uses and transit features into a walkable development proposal can also generate approval points. The Consultant shall meet with County staff during the development of this model or methodology, and shall run test analyses of either ongoing development projects or theoretical projects to calibrate the model.

DELIVERABLE:

A model or methodology to evaluate how well a proposed future land use change or development proposal supports the Central Florida Regional Growth Vision and the Seminole County redevelopment, alternative mobility methodology and green house gas reduction goals.

**Seminole County
General Consulting Services for Planning and Development
STAFF HOUR/FEE ESTIMATE**

Development of Mobility Strategy within the TCEA designated by SB 360

Prepared By: HNTB
Date Prepared: September 14, 2009

Burdened Rate/Hr ⁽⁴⁾ :	PROJECT MANAGER \$185.00	PRINCIPAL PLANNER \$170.00	URBAN PLANNERS \$75.00	REDV/TRANS PLANNERS \$100.00	GRAPHIC ARTIST \$50.00	LA/ ENGINEER \$125.00	GIS SPECIALIST \$85.00	TRAFFIC ANALYST \$125.00	ECOLOGIST \$122.00	ADMIN \$70.00	TOTAL	COST PER ACTIVITY
1.0 Task Order Initiation, Initial Data and Analysis												
1.1 Develop Survey Instrument and Methodology	16	0	0	32	0	0	0	0	0	0	48	\$6,160.00
1.2 Administer Survey and Analyze Results of Survey	4	0	0	72	0	0	40	0	0	56	172	\$15,260.00
1.3 Prepare White Paper Summarizing Survey Results	4	0	0	24	0	0	16	0	0	8	52	\$5,060.00
1.4 Task Management & Staff Meetings	8	0	0	8	0	0	0	0	0	4	20	\$2,560.00
Subtotal Task 1.0	32	0	0	136	0	0	56	0	0	68	292	\$29,040.00
2.0 Review Other Plans and Strategies and Summarize Findings												
2.1 Review of Alternative Mobility Plans	4	0	0	40	0	0	0	0	0	0	44	\$4,740.00
2.2 Draw Useful Findings from Research on TSM and ITS Options	4	0	0	40	0	0	0	0	0	0	44	\$4,740.00
2.3 Prepare White Paper Develop Recommendations based on Tasks 2.1 and 2.2	4	0	0	24	0	0	8	0	0	8	44	\$4,380.00
2.4 Task Management & Staff Meetings	4	0	0	8	0	0	0	0	0	4	16	\$1,820.00
Subtotal Task 2.0	16	0	0	112	0	0	8	0	0	12	148	\$16,680.00
3.0 Evaluation of Mobility Sub-areas, Standards Development, and LDC Changes												
3.1 Identify Multi-modal Mobility Option Sub-Areas and Determine Transit-Readiness	16	0	16	48	0	0	0	0	0	0	80	\$8,960.00
3.2 Create Standards for the Recommended Multi-modal Mobility Options	8	0	16	48	0	0	8	0	0	8	88	\$8,720.00
3.3 Task Management & Staff Meetings	8	0	0	8	0	0	0	0	0	4	20	\$2,560.00
Subtotal Task 3.0	32	0	32	104	0	0	8	0	0	12	188	\$20,240.00
4.0 Modeling of Alternative Transportation Options												
4.1 Develop a Model Base Year (2010) and Planning Year (2030) to Test Options	4	0	0	72	0	0	0	16	0	0	92	\$9,940.00
4.2 Evaluate Success of Alternative Mobility Options	4	0	0	64	0	0	40	16	0	0	124	\$12,540.00
4.3 Develop a Set of Recommended Comprehensive Plan Policies	8	0	0	40	0	0	0	16	0	8	72	\$8,040.00
4.4 Task Management & Staff Meetings	4	0	0	8	0	0	0	4	0	4	20	\$2,320.00
Subtotal Task 4.0	20	0	0	184	0	0	40	52	0	12	308	\$32,840.00
5.0 Identify Funding Sources												
5.1 Identify Capital and Operating Expenditures for System over 20 Year Period	4	0	0	32	0	0	0	0	0	0	36	\$3,940.00
5.2 Identify Funding Strategies for the First 5 Years	16	0	0	32	0	0	0	40	0	0	88	\$11,160.00
5.3 Develop Recommended Funding Options and Policy Amendments	16	0	0	40	0	0	0	16	0	0	72	\$8,960.00
5.4 Task Management & Staff Meetings	4	0	0	4	0	0	0	0	0	2	10	\$1,280.00
Subtotal Task 5.0	40	0	0	108	0	0	0	56	0	2	206	\$25,340.00
6.0 Develop Methods of Coordination and Policy Changes												
6.1 Develop Methods to Achieve Intergovernmental Coordination	8	0	0	32	0	0	0	8	0	0	48	\$5,680.00
6.2 Identify Potential Policy Changes to LDC	8	0	0	24	0	0	0	16	0	0	48	\$5,880.00
6.3 Identify Methods of Monitoring Success of Alternative Mobility Strategies	8	0	0	40	0	0	16	8	0	0	72	\$7,840.00
6.4 Task Management & Staff Meetings	4	0	0	8	0	0	0	0	0	4	16	\$1,820.00
Subtotal Task 6.0	28	0	0	104	0	0	16	32	0	4	184	\$21,220.00
7.0 Creation of Model or Evaluation Methodology												
7.1 Create Model to Evaluate How Well Each Strategy Supports Goals of County	24	0	0	40	0	0	0	40	0	0	104	\$13,440.00
7.2 Task Management & Staff Meetings	4	0	0	4	0	0	0	0	0	0	8	\$1,140.00
Subtotal Task 7.0	28	0	0	44	0	0	0	40	0	0	112	\$14,580.00
GRAND TOTAL	196	0	32	792	0	0	128	180	0	110	1,438	\$158,940.00

Labor Costs \$158,940.00
Reimbursable Expenses \$6,000.00
Total Fee \$164,940.00