



**CONSULTING ENGINEERING AGREEMENT  
INDIVIDUAL PROJECT ORDER NUMBER 22**

***C-462 Preliminary Engineering Study, From C 209 to C-466A***

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the "ENGINEER" or "CONSULTANT"), and the Board of County Commissioners of Sumter County, Florida (the "BOARD") in accordance with the terms of the Consulting Engineering Agreement dated March 25, 2008, which is incorporated herein by reference.

**PROJECT UNDERSTANDING**

See *Attachment A*.

**SCOPE OF SERVICES**

The ENGINEER will provide the Scope of Services detailed in *Attachment A*.

**SCHEDULE**

The ENGINEER will provide the services described the attached Scope of Services as expeditiously as possible to meet a mutually agreed upon schedule. A project schedule will be developed and maintained throughout the project. Project completion is expected within 365 days.

**FEE**

The ENGINEER will perform the services described in the Scope of Services for a lump sum fee of \$195,000.00. A budget by Task is provided below:

Task	Description	Budget
1.0	Public Involvement	\$45,000.00
2.0	Engineering Analysis and Reports	\$116,000.00
3.0	Environmental Analysis and Reports	\$25,000.00
4.0	Miscellaneous Services	\$9,000.00

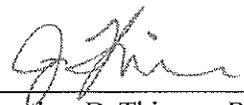
All permitting, application, and similar project fees will be paid directly by the Board. Fees and expenses will be invoiced monthly based, as applicable, upon the percentage of services performed. If additional efforts become necessary during the performance of the assignment, the ENGINEER will immediately advise the BOARD of any budget revisions.

ACCEPTED:

BOARD OF COUNTY COMMISSIONERS  
OF SUMTER COUNTY, FLORIDA

KIMLEY-HORN AND ASSOCIATES, INC.

BY: \_\_\_\_\_

BY:   
Jonathan D. Thigpen, PE

TITLE: \_\_\_\_\_

TITLE: Vice President

DATE: \_\_\_\_\_

DATE: April 20, 2010

Attachment: Attachment "A" Scope of Services

# C-462 Preliminary Engineering Study

**Project Data:**

Sumter County Project Manager: William F. Stevens Jr., P.E.  
 Assistant Public Works Director for Planning, Engineering and Environmental Projects  
 Sumter County Public Works Division  
 319 East Anderson Avenue  
 Bushnell, Florida 33513

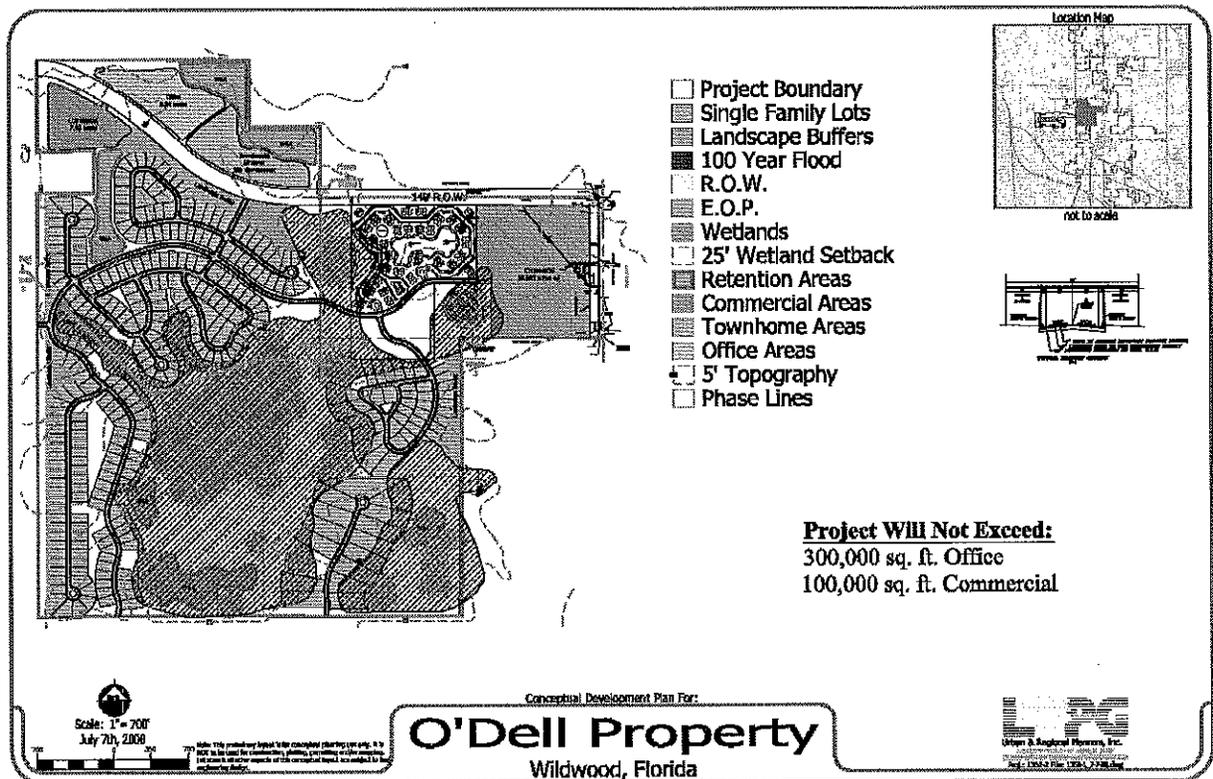
**Corridor to be studied:**

Project Name: **C-462 Preliminary Engineering Study**  
 Project Limits: CR 209 to C-466A

Billing Index Code: 103-340-541-6525

Federal and/or State Involvement: None

Proposed realignment information: It is anticipated that the existing misalignment will be eliminated as a part of the O'Dell Property development. Below is a conceptual plan that was provided to Sumter County by the City of Wildwood.



*To date a pre-PD&E has been undertaken for C-466A from US 301 east to CR 139. This study has been completed by Tindale-Oliver and Associates Inc. in conjunction with the Lake – Sumter Metropolitan Planning Organization (MPO). Also, the engineering firm of DRMP has been selected to perform a PD&E Study for C-470 from I-75 to the Lake County line. Available information from these studies will be made available.*

**The firm may contact the following individuals regarding the development(s) underway:**

**In Sumter County:**

Brad Cornelius, Planning Manager  
Sumter County Planning & Development  
910 N. Main Street, Suite 301  
Bushnell, FL 33513  
Ph: (352) 793-0270  
[Brad.Cornelius@sumtercountyfl.gov](mailto:Brad.Cornelius@sumtercountyfl.gov)

**City of Wildwood:**

Melanie Peavy, Development Services Coordinator  
City of Wildwood  
100 N. Main Street  
Wildwood, Florida 34785  
Ph: (352) 330-1330 Fax: (352) 330-1334  
[Melanie Peavy \[mpeavy-wildwood@cfl.rr.com\]](mailto:mpeavy-wildwood@cfl.rr.com)

**Regional:**

Pamela Richmond, AICP, MPO Project Manager  
LAKE~SUMTER MPO  
1616 South 14<sup>th</sup> Street  
Leesburg, Florida 34748  
Ph: (352) 315-0170 Fax: (352) 315-0993  
[PRichmond@LakeSumterMPO.com](mailto:PRichmond@LakeSumterMPO.com)

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## SCOPE OF SERVICES

### PURPOSE

Convey the scope of work and the responsibilities of Kimley-Horn and Associates, Inc. ("the CONSULTANT") and Sumter County Board of County Commissioners ("the BOARD") in connection with the Preliminary Engineering (Conceptual Design), and environmental studies necessary to comply with established procedures and to determine what improvements are needed to this transportation facility to accommodate growth in Sumter County.

The study process shall follow, for guidance only, the applicable sections of the Florida Department of Transportation's (herein referred to as the DEPARTMENT) publication titled "Project Development and Environment Manual", published 07/01/88 and all subsequent revisions. Throughout this Scope of Services portion of this SCOPE OF WORK, the publication will be referred to as the "PD&E Manual". All tasks identified in this scope of work will be done with the guidance from the DEPARTMENT'S PD&E Manual, unless otherwise stated.

It is understood that C-462 is a locally funded project. The Preliminary Engineering Study will be used to obtain public approval, identify key environmental issues (if any) and develop preliminary right-of-way and roadway geometry. It is also understood that the study will not qualify or disqualify the project for State or Federal funding.

Sections 1 through 4 of the Scope of Services will establish which items of work described in the FDOT PD&E Manual are specifically included in this contract unless otherwise noted, and also which of the items of work will be the responsibility of the CONSULTANT.

### STUDY OBJECTIVES:

The CONSULTANT is to study or develop the following:

- 1A: Develop alternative corridor alignments and typical sections that minimize impact to adjacent property, existing or proposed developments, wetlands, historical or archeological sites and protected wildlife. A minimum of one alignment(s) is to be developed, typical sections may be either urban or rural or a combination thereof. No typical section minimum is specified. However, the number of typical sections provided shall give the BOARD options that present a diverse spectrum of alternatives for consideration. *Note: The CONSULTANT shall closely coordinate this task with the Florida Department of Transportation regarding any impact the alignments may have to a State Road.*
- 1B: Determine the number of lanes needed to accommodate future, design year 2035 traffic volumes at a Level of Service C as specified by the Sumter County Land Development code. For informational purposes only the number of lanes needed to accommodate future Design Year 2050 traffic volumes at Level of Service D will be determined.
- 2: Obtain BOARD approval of an alignment and a typical section.
- 3: Provide to the BOARD engineering drawings that indicate the geometric horizontal alignment plan with right-of-way lines necessary to facilitate the alignment and typical section approved by the BOARD. This plan is to be codified and utilized to obtain right-of-way through the development process or through eminent domain.

### STUDY REQUIREMENTS AND PROVISIONS FOR WORK:

#### Governing Regulations

The services performed by the CONSULTANT shall utilize applicable FDOT manuals and guidelines. The DEPARTMENT manuals and guidelines incorporate by requirement or reference all applicable state and federal regulations. The current edition, including updates, of the following DEPARTMENT manuals and guidelines shall be used in the performance of this work. It is understood that AASHTO criteria shall apply as incipient policy.

- Florida Statutes
- Project Development and Environment Manual
- Roadway Traffic and Design Standards
- Highway Capacity Manual
- Manual of Uniform Minimum Standards for Design, Construction, and Maintenance for Streets and Highways (Florida Greenbook)
- Florida Department of Transportation Plans Preparation Manual
- Bicycle Facilities Planning and Design Handbook
- Right-of-way Mapping Handbook
- Location Survey Manual
- Drainage Manual
- Outline Specifications - Aerial Surveys/Photogrammetry
- Soils and Foundations Manual
- Florida's Level of Service Standards and Guidelines Manual for Planning (No. 525-000-005)
- Equivalent Single Axle Load Guidelines (No. 525-030-121)
- Design Traffic Procedure (No. 525-030-120)
- K-Factor Estimation Process
- Project Traffic Forecasting Guidelines

#### **Other Governing Regulations**

- Sumter County Land Development Code
- Executed multi-party agreements with developers, FDOT, the City of Wildwood and Sumter County Board of County Commissioners.

#### **Liaison Office**

The Project Manager shall be the representative of the BOARD for the Project. While it is expected the CONSULTANT shall seek and receive advice from various state, regional, and local agencies, the final direction on all matters of this Project remain with the BOARD Project Manager.

#### **Key Personnel**

The CONSULTANT'S work shall be performed and directed by the key personnel identified in the proposal presentations by the CONSULTANT. Any changes in the indicated personnel shall be subject to review and approval by BOARD.

#### **Meetings and Presentations**

The CONSULTANT shall attend a Notice to Proceed meeting with BOARD representative(s), where relevant project information will be provided by the BOARD, along with procedures for administering the contract. The CONSULTANT and his staff shall also be available with no more than a five (5) workdays notice to attend meetings or make presentations at the request of the BOARD. Such meetings and presentations may be held at any hour between 8:00 A.M. and 12:00 midnight on any day of the week. The CONSULTANT may be called upon to provide maps, press releases, advertisements, audiovisual displays and similar materials for such meetings.

### Quality Control

The CONSULTANT shall be responsible for insuring that all work products conform to applicable standards and criteria. This shall be accomplished through an internal Quality Control (QC) process performed by the CONSULTANT. This QC process shall insure that quality is achieved through checking, reviewing, and surveillance of work activities by objective and qualified individuals who are not directly responsible for performing the initial work.

### Correspondence

Copies of all written correspondence between the CONSULTANT and any party pertaining specifically to this study shall be provided to the BOARD, for their records, within one (1) week of the receipt of said correspondence.

### Submittals

Upon completion, the CONSULTANT shall provide five (5) signed and sealed copies of the Preliminary Engineering Study. The study shall include (if applicable) the following sections:

<u>Engineering Items:</u>	<u>Copies:</u>
Design Traffic Technical Memorandum	5
Draft Project Summary Report	5
Final Project Summary Report (Signed and Sealed)	5
Drainage/Pond Siting Report	5
Conceptual Design Roadway Plan	5
Typical Section Package	5
Geotechnical Summary (based on available data)	5

<u>Environmental Items:</u>	<u>Copies:</u>
EDTM programming screen data (electronic)	1
Public Involvement Plan	5
Cultural Resources Assessment Request Package	5
Environmental Resources Technical Memorandum	5
Public Meeting Minutes	5

*Copies of all material presented to the Board during a workshop or regularly scheduled meeting shall be given to the Deputy Clerk at the time of the presentation.*

Upon completion of the study, the CONSULTANT shall deliver to the BOARD, in an organized manner, all project files, maps, sketches, worksheets, and other materials used or generated during the study process.

### Coordination with Other Consultants and Entities

The CONSULTANT is to coordinate their work with any ongoing and/or planned projects that may affect this study.

The CONSULTANT is to coordinate with local governmental entities to ensure design and right-of-way requirements for the project are compatible with local public works improvements and right-of-way activities.

**Optional Services**

At the BOARD'S option, the CONSULTANT may be requested to provide final design and plan preparation services or expert witness services for right-of-way acquisition. The fee for these services shall be negotiated, method of compensation, for a fair, competitive and reasonable cost, considering the scope and complexity of the project(s).

## 1.0 PUBLIC INVOLVEMENT

Public involvement includes communicating to and receiving information from all interested persons, groups, and government organizations regarding the development of the project. The CONSULTANT shall coordinate and perform the appropriate level of public involvement for this project.

The CONSULTANT shall provide to the BOARD, drafts of all public involvement collateral (i.e., newsletters, property owner letters, advertisements, etc.) associated with the following tasks for review and approval at least five (5) business days prior to printing and / or distribution.

### 1.1 Public Involvement Program

The primary public involvement activities will consist of a minimum of two (2) public meetings which will be scheduled to occur in conjunction with the study:

**Public Meeting #1:** The first public meeting will occur when the Study alternatives have been developed. The purpose of this meeting is to inform the public of the Board approved Study alternatives. The CONSULTANT will prepare and disseminate an invitation to the public meeting by using the Sumter County Property Appraiser data to identify property owners and residents within 300 feet of the project corridor. The CONSULTANT will invite other stakeholders including representatives from Sumter County Government, the City of Wildwood, the Florida Department of Transportation District 5, the members of the Lake-Sumter MPO and any stakeholders directed by the BOARD. The CONSULTANT will prepare and submit a newspaper display legal advertisement in *The Villages Daily Sun* announcing the date, time, location, and purpose of the public meeting, and identifying the location of the project. The CONSULTANT will prepare project alternative display boards for each identified alternative. The CONSULTANT will prepare and present a power point presentation that explains the project alternatives and project next steps. The CONSULTANT will participate in open dialogue with members of the public in attendance at the meeting. The CONSULTANT will prepare a summary of the public meeting, and will prepare written responses to all written public inquiries.

**Public Meeting #2:** The second public and final meeting will occur when the Study final alternative has been developed. The purpose of this hearing is to inform the BOARD of the Study final recommended alternative and obtain the BOARD'S approval. This public hearing will be part of the BOARD'S regular agenda. The CONSULTANT will prepare and disseminate data collected from the Study to those in attendance and will also mail the same to all residents within 300 feet of the project corridor a minimum of seven calendar days in advance of the scheduled Board of County Commissioners meeting at which the hearing will be held. The CONSULTANT will invite other stakeholders including representatives from the applicable Municipality, the Florida Department of Transportation District 5, the members of the Lake-Sumter MPO, and any other stakeholders as directed by the BOARD to provide comment regarding this study. The CONSULTANT will display each project alternative considered. The CONSULTANT will prepare and present a power point presentation that explains the project final recommended alternative and respond to any concerns raised during this public hearing.

### 1.2 Public Involvement Data Collection

In addition to public involvement data collection, the CONSULTANT shall assist the BOARD in preparing responses to any public inquiries as a result of the public involvement process.

### 1.3 Notice of Intent – Not Applicable

### 1.4 Advance Notification

An advance notification and transmittal letter as per Part 1, Chapter 2 of the PD&E Manual will not be prepared. The project will be entered into the Efficient Transportation Decision Making

(ETDM) program screen in cooperation with the Lake Sumter MPO ETAT member. The ETDM screening will serve as agency notification of the project.

### **1.5 Scheduled Public Meetings**

The CONSULTANT shall provide all support necessary for the BOARD to hold or participate in the two public meetings outlined in Section 1.1.

For these meetings, the CONSULTANT shall prepare and/or provide:

- Scripts or agendas for presentation.
- Handouts
- Graphics for presentation.
- Meeting equipment set-up and tear-down.
- Legal and/or display advertisements. (The CONSULTANT will pay the cost of publishing.)
- Letters for notification of elected and appointed officials, property owners and other interested parties. (The CONSULTANT will pay the cost of first class postage.)
- News releases in BOARD format, for use no less than five days prior to meeting.
- Summary notes of meetings to be provided to the BOARD no later than 5 business days after the meeting.
- Briefing and debriefing of BOARD staff.

The CONSULTANT will investigate potential meeting sites to advise the BOARD on their suitability. The CONSULTANT will pay all costs for meeting site rents and insurance.

The CONSULTANT will attend the meetings with an appropriate number of personnel to assist the BOARD Project Manager.

It is estimated, for this project, there will be two (2) public meetings during the study. Additional meeting(s) may be requested by the BOARD as an additional service.

### **1.6 Unscheduled Public and Agency Meetings**

In addition to the scheduled meetings described in Tasks 1.1-1.5 above, the CONSULTANT will participate in up to five (5) unscheduled meetings with property owners, public citizens, elected officials, or public agencies. The CONSULTANT'S participation will be limited to participation during the meeting, note taking, and summarizing the meeting in a memo to the file.

### **1.7 Location and Design Concept Acceptance**

Meeting #2, the public hearing, shall be at the BOARD'S regularly scheduled meeting at the time designated on the agenda or at a subsequent BOARD meeting in the event the CONSULTANT'S final recommendation is rejected.

### **1.8 Special Public Involvement Requirements – Not Applicable**

### **1.9 Quality Control**

The CONSULTANT shall be responsible for Quality Control.

## **2.0 ENGINEERING ANALYSIS AND REPORTS**

### **2.1 Data Collection**

Immediately following the Notice to Proceed, the CONSULTANT shall begin preliminary assessments of the study corridor from an engineering standpoint. This task is largely of a data gathering nature. This activity consists of collecting various information and materials relative to the performance of engineering analysis within the study area. The information should include all data necessary to perform adequate evaluation of the location and design of a transportation facility.

### **2.2 Field Review**

The CONSULTANT shall conduct all anticipated field review trips needed to collect engineering data.

### **2.3 Aerial Photography**

Aerial photography shall be used as a basis for plotting various data necessary for both engineering and environmental analysis, alternative corridor and design studies, and the development of the preliminary plans of conceptual design. Copies of aerial photography are the prime source of information used to convey project considerations to the public at public meetings.

The CONSULTANT will utilize aerial photography provided by the DEPARTMENT in the study. Aerial photography shall be illustrated at sufficient scales that will easily convey the intended information. The BOARD'S project manager shall have the final approval of all aerial photography. It is intended that aerial photography shall be utilized for the following:

- Overall Project Location Map
- Drainage Master Plan
- Corridor Location Maps
- Alternative Plans

### **2.4 Survey Coordination**

NOT INCLUDED.

### **2.5 Existing Roadway Characteristics**

The CONSULTANT shall obtain the existing roadway characteristics.

### **2.6 Existing Structure Characteristics**

NOT INCLUDED.

### **2.7 Traffic Data**

Sumter County's current and historic traffic data is readily available on the Public Works website. The link is as follows:

<http://sumtercountyfl.gov/pw/index.htm>

The CONSULTANT will undertake evening peak hour turning movement counts at up to three (3) intersections. The CONSULTANT will also undertake one 48-hour machine count to verify existing traffic volumes.

The CONSULTANT may utilize the DEPARTMENT'S traffic data whenever possible.

The CONSULTANT may utilize the Sumter Transportation Concurrency Management System for maximum service volumes, growth rates, and other pertinent traffic data.

The CONSULTANT may utilize traffic data that they consider pertinent to this study.

The CONSULTANT shall take into consideration or recommend any future multi-modal transportation and/or mass transit under consideration by the City of Wildwood, Sumter County Transit, MPO or other governmental entities that may impact this corridor.

**2.8 Crash Data**

The CONSULTANT shall obtain available data from the Sumter County Sheriff's Office, the Florida Highway Patrol, FDOT crash system, and any local sources for various highway segments required. The CONSULTANT shall obtain data for the previous five years. The data collected shall include the number and type of accidents, accident locations, number of fatalities and injuries, and estimates of property damage and economic loss.

**2.9 Existing Signage Inventory**

The CONSULTANT will be responsible for inventorying the existing signage along the project corridors.

**2.10 Utilities**

Since the BOARD does not have a Utility Engineer the CONSULTANT shall be responsible for identifying all utilities within the corridor.

**2.11 Railroads**

Since the BOARD does not have a Railroad Coordinator, the CONSULTANT shall be responsible for identifying any railroads that may be a stakeholder.

**2.12 Transportation Plans**

The CONSULTANT shall obtain plans for all modes of transportation including surface, transit and non-motorized. The following plans or studies should be obtained:

- Urban Area Transportation Study. If applicable, County Cost Feasible and Needs Plans.
- MPO's Cost Feasible and Needs Plans
- DEPARTMENT (FDOT) Work Program
- MPO's, Lake County and Sumter County Transportation Improvement Program (TIP) or Capital Improvement Plan (CIP)
- Local Comprehensive Plans; city and county.
- Transit; rail, bus, other.
- Non-motorized modes, including bikeways and pedestrian walkways.

**2.13 Soils**

The CONSULTANT shall review the United States Department of Agriculture, Geological Survey, and Soil Conservation Service Maps to summarize the findings.

**2.14 Base Map**

The CONSULTANT shall develop a CADD database that includes existing characteristics. CADD database information shall be compatible for use on aerial photography that will be used for public hearing presentations, corridor maps, and alternative plans.

**2.15 Safety**

Based on the information obtained from the crash data the CONSULTANT shall identify project needs associated with the safety of the existing facility.

**2.16 Analysis of Existing Conditions**

The CONSULTANT shall analyze the existing conditions in order to identify any deficiencies that are to be identified in the Needs section.

**2.17 Development of Needs Statement**

The CONSULTANT shall establish and/or verify the purpose and need for the project and create a Project Needs Statement.

**2.18 Design Analysis**

Utilizing the data collected as part of this scope of work, the CONSULTANT shall perform the engineering analysis necessary to complete the project development process. The task of engineering analysis will be ongoing throughout the duration of the project and will be performed with consideration to the results of the environmental impact analysis.

After selection of viable corridor(s), the CONSULTANT shall develop and analyze alternate conceptual design alternatives. The development of the design alternatives shall consider the desires of the community with respect to landscaping, aesthetics, or other special features in order to satisfy the requirements of the DEPARTMENT'S policy on Transportation Design for Livable Communities. Viable alternatives shall be developed in each corridor.

The CONSULTANT shall develop and evaluate all viable alternatives in order to address the project needs.

**2.19 Corridor Analysis**

The CONSULTANT shall document that the existing corridor is the only feasible corridor for the project, and that other corridors were not considered, except for that portion in the vicinity of US 301. In that portion of the project, the CONSULTANT shall investigate the area surrounding the existing facility to determine reasonable corridor alternative considerations to align the eastern and western segments at a common intersection with US 301. No more than three alternative corridors will be investigated and developed.

The CONSULTANT shall use aerial photography to identify possible corridor locations while giving consideration to the following alignment controls which may influence corridor location:

- Available right-of-way through which an improvement providing acceptable service could be routed.
- Cultural features including public and private development.
- Natural features which could be impacted by the project.
- Logical termini giving consideration to directness, length, and service.

The CONSULTANT shall analyze and evaluate each corridor alternate to a point of rejection or selection as a viable corridor. The impacts for each alternate shall be identified and expressed in a form suitable for comparison to other corridor alternates. It will be necessary to analyze in sufficient detail and identify enough differences to select the most viable corridor(s) that would be in the best overall public interest.

**2.20 Traffic Analysis****Design Traffic**

The CONSULTANT is responsible for developing the traffic projections to be used to establish the basic design requirements for roadway typical sections, intersection, and interchange design. The CONSULTANT will develop Average Daily Traffic (ADT) and Design Hour Volume (DHV) for the present year, opening year, and 2035. For informational purposes only the number of lanes needed to accommodate future Design Year 2050 traffic volumes at Level of Service D

will be determined. The CONSULTANT shall develop and analyze the traffic data for each viable corridor and design alternative as appropriate.

**2.21 Typical Section Analysis**

The CONSULTANT shall develop all appropriate typical section alternatives for the project. No minimum is specified but the number of typical section provided shall provide the BOARD sufficient options to consider.

**2.22 Roadway Design Alternatives – Applicable to the final “approved” corridor.**

The CONSULTANT may need to undertake further work as needed to define right of way required (i.e.: horizontal and vertical geometry, any additional information).

**2.23 Prepare Concept Plans Applicable to the final “approved” corridor.**

The CONSULTANT will overlay Concept Plans on the base maps.

**2.24 Drainage Analysis**

The CONSULTANT shall perform preliminary drainage design in order to determine potential outfall locations and preliminary sizes (volume and area) of required detention and/or retention facilities for stormwater treatment or attenuation. The location and size of potential detention/retention areas will be determined for all viable alternate alignments.

**2.25 Structures – Not Applicable**

**2.26 Access Management**

Median openings will be selected based on a review of adjacent properties and access management standards.

**2.27 Multi-Modal Accommodations – Not Applicable**

**2.28 Maintenance of Traffic Analysis – Not Included**

**2.29 Geotechnical Coordination – Not Included**

**2.30 Intelligent Transportation Systems – Not Applicable**

**2.31 Comparative Analysis and Evaluation Matrix**

After developing viable alternatives and costs, the CONSULTANT will prepare a matrix comparing the impacts and costs of the alternatives evaluated, with a recommendation of the most viable alternative(s). The CONSULTANT shall present their recommendations to the BOARD for consideration.

**2.32 Selection of Preferred Alternative(s)**

The CONSULTANT shall recommend to the BOARD a preferred alternative(s) based on a review and analysis of all engineering, environmental, and public involvement issues related to the project.

**2.33 Conceptual Design Plans (Preferred)**

The CONSULTANT will finalize concept plans for the approved, preferred alternative that include refinements from the public hearing.

**2.34 Identify Construction Segments**

If the CONSULTANT deems it necessary, the construction may be divided into two or more phases.

**2.35 Value Engineering – Not Applicable**

**2.36 Construction Cost Estimates**

The CONSULTANT shall develop construction cost estimates for each design alternative.

**2.37 Right Of Way Cost Estimates**

The CONSULTANT shall prepare estimates for the cost of right-of-way acquisition.

**2.38 Typical Section Package**

The CONSULTANT will prepare the Typical Sections for the BOARD'S consideration.

**2.39 Design Exceptions and Variances – Not Applicable**

**2.40 Project Summary Report**

The CONSULTANT shall prepare a Project Summary Report. The Report will be revised one (1) time to incorporate review comments.

**2.41 Interchange Modification/Justification Report – Not Applicable**

**2.42 Quality Control – To be provided by the CONSULTANT**

### **3.0 ENVIRONMENTAL RESOURCES ASSESSMENT**

The CONSULTANT will conduct an Environmental Resources Assessment to identify wetlands and surface waters and upland habitats (including potential sensitive habitats); evaluate the potential for usage by listed species; and evaluate the potential contamination sources along the corridor and within potential pond sites. In preparing this assessment, the CONSULTANT will conduct the following tasks:

#### **3.1 Vegetation/Land Use Analysis**

The CONSULTANT will utilize aerial photo-interpretation and ground-truthing to determine the existing land use and vegetation within the study area in accordance with the 1999 Department of Transportation's Florida Land Use Cover and Forms Classification System (FLUCFCS). A reproducible aerial photo exhibit will be prepared with FLUCFCS codes delineated and digitized.

#### **3.2 Archaeological/Historical Site Identification**

The CONSULTANT will prepare and submit a request to the Florida Division of Historical Resources for an opinion regarding the likely presence of archaeological or historical sites within the study area. If archaeological or historical sites are identified and additional surveys are required, these additional surveys will be conducted as an additional service.

#### **3.3 Wetland and Surface Water Identification**

The CONSULTANT will review readily available natural resource documentation including but not limited to National Wetland Inventory Maps, County maps, and soil surveys to determine if potential wetlands or other surface waters exist with the project study area. During the field reconnaissance conducted in Task 6.1, the study area will be reviewed to identify wetland jurisdictional areas utilizing the methodologies described in 62-340 FAC and the U.S. Army Corps of Engineers 1987 Wetland Delineation Manual. Wetland and surface water locations will be mapped on an aerial in the field and included on the FLUCFCS map. The CONSULTANT will also review the FEMA Flood Insurance Rate Maps to determine if floodplains occur along the corridor.

*Note: Field flagging of wetlands is not included in this scope of services, but can be provided as an additional service.*

#### **3.4 Listed Species Evaluation**

The CONSULTANT will request data from the Florida Natural Areas Inventory and Florida Fish and Wildlife Conservation Commission, and review the US Fish and Wildlife Service's lists for Sumter County regarding potential and reported federally and state-listed species occurrences in the study area and surrounding areas.

Following the above research, the CONSULTANT will conduct a preliminary field reconnaissance to evaluate the study and to determine if federal and state-listed species potentially occur. Random pedestrian transects in suitable habitat will be conducted and listed species observed or inferred will be documented on aerials.

#### **3.5 Alternatives Assessment**

The CONSULTANT will assist in the alternatives development to identify ways to avoid and minimize environmental impacts.

#### **3.6 Efficient Transportation Decision Making (ETDM) Assistance**

The CONSULTANT will assist the County in preparing the purpose and need, project description and Geographic Information System (GIS) files for uploading in the Environmental Screening Tool of ETDM.

**3.7 Environmental Resource Assessment - Technical Memorandum**

An Environmental Resource Assessment Technical Memorandum will be prepared summarizing the results of the assessment. Recommendations for further study and permits required will be provided.

**4.0 MISCELLANEOUS SERVICES**

**4.1 Contract and Project Files**

Progress reports shall be delivered to the BOARD in a format as described by the BOARD no less than 10 days prior to submission of the corresponding invoice. Judgment on whether work of sufficient quality and quantity has been accomplished will be determined by the Project Manager. The Project Manager will compare the reported percent complete against actual work accomplished.

Within ten (10) days after the Notice to Proceed, the CONSULTANT shall provide a schedule of calendar deadlines accompanied by anticipated payouts.

**4.2 Project Management Meetings and Coordination**

The CONSULTANT shall meet with the BOARD as needed throughout the life of the project. It is anticipated that no more than six (6) meetings will be needed.

**5.0 METHOD OF COMPENSATION**

Payment for the work completed shall require the approval of the BOARD'S Project Manager. Invoices per work order shall be submitted by mail or electronically to the Project Manager for review and approval. The Project Manager shall monitor the cumulative invoiced billings to insure the reasonableness of the billings compared to the project schedule and the work accomplished and accepted by the BOARD.

Payments will not be made that exceed the percentage of work identified in the approved payout curve and schedule provided in accordance with Section 4.1.

**6.0 SERVICES TO BE PERFORMED BY THE DEPARTMENT – NOT APPLICABLE**

**7.0 CRASH DATA**

- The CONSULTANT will be responsible to obtain available accident “crash” data from the applicable law enforcement agencies.
  1. Florida Highway Patrol
  2. Sumter County Sheriff's Office.
  3. City of Wildwood Police Department.
  4. FDOT Crash System.