

POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY

Meeting Date: March 15, 2016

Agenda Item 5

REQUESTED CRA BOARD ACTION:

Resolution Consideration Approval Other

SHORT TITLE A RESOLUTION OF THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING AND AUTHORIZING THE PROPER OFFICIALS TO EXECUTE WORK AUTHORIZATION NO. 9 IN THE AMOUNT OF \$23,000.00 FOR TRAFFIC/TRANSPORTATION ENGINEERING SERVICES INCLUDING A TRAFFIC IMPACT ANALYSIS AND EXISTING CONDITIONS ANALYSIS FOR THE LAND USE PLAN AMENDMENT FOR THE EAST ATLANTIC TRANSIT ORIENTED CORRIDOR PURSUANT TO THE AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY AND KEITH & ASSOCIATES, INC.; PROVIDING AN EFFECTIVE DATE.

OR MOTION: _____

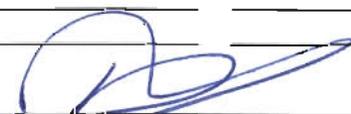
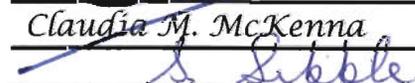
Summary of Purpose and Why:

Staff is seeking CRA Board approval of a Resolution to execute Work Authorization No. 9 to Keith & Associates, Inc. (KA) for Phase II to provide an analysis and development scenario of existing conditions and one year planning horizon (2030) based upon actual traffic conditions for a Land Use Plan amendment (LUPA) for the East Atlantic Transit Oriented Corridor (EATOC) (See Boundaries Map Exhibit "A") in the amount of \$23,000.00. Initially, Staff issued Work Authorization No. 8, in the amount of \$24,000.00 to provide Phase I, Traffic Engineering Services. The Work Authorization No. 9 is attached. (See Exhibit "B"). Staff recommends approval.

QUESTIONS TO BE ANSWERED BY ORIGINATING DEPARTMENT:

- (1) Origin of request for this action: Pompano Beach CRA
- (2) Primary staff contact: Lorri Hall, Principal Planner Ext. 7835
- (3) Expiration of contract, if applicable: _____
- (4) Fiscal impact and source of funding: \$23,000.00 (account # 160-1920-539-31-60)

DEPARTMENTAL COORDINATION	DATE	DEPARTMENTAL RECOMMENDATION	AUTHORIZED SIGNATURE OR ATTACHED MEMO NUMBER
_____	_____	_____	_____
_____	_____	_____	_____


Claudia M. McKenna

S. Sibble

- CRA Executive Director
- CRA Attorney
- Finance Director

ACTION PREVIOUSLY TAKEN BY CRA BOARD: None

Resolution Results:	Consideration Results:	Other Results:
_____	_____	_____
_____	_____	_____



MEMORANDUM

March 8, 2016

TO: CRA Board

THRU: Kim Briesemeister, CRA Executive Director
Chris Brown, CRA Executive Director

FROM: Lorri Hall, Principal Planner

Issue

Staff is seeking CRA Board approval of a Resolution to execute Work Authorization No. 9 to Keith & Associates, Inc. (KA) to provide additional Traffic Engineering Services to analyze the traffic impacts of the proposed Land Use Plan Amendment (LUPA) for the East Atlantic Transit Oriented Corridor (EATOC) in the amount of \$23,000.00.

Recommendation

The CRA Staff recommends Approval of the Resolution.

Background

On November 2015, Phase I of the analysis of traffic engineering services for the EATOC LUPA began.

The team has provided a preliminary analysis related to the existing conditions of the roadways which staff has reviewed. In Phase II the proposed tasks listed in the Work Authorization No. 9, KA define additional professional traffic engineering services. (See Exhibit "B") which includes the evaluation of future volume development, traffic impact analysis of segments, generalized mitigation strategies, and an existing traffic conditions table for the LUPA application.

The ultimate goal of the traffic analysis is to demonstrate how to mitigate traffic impacts of future development from the proposed EATOC LUPA. It will include mitigation strategies that developers can utilize to off set impacts of their perspective developments.

Staff recommends approval.

RESOLUTION NO. _____

POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY

A RESOLUTION OF THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING AND AUTHORIZING THE PROPER OFFICIALS TO EXECUTE WORK AUTHORIZATION NO. 9 IN THE AMOUNT OF \$23,000.00 FOR TRAFFIC/TRANSPORTATION ENGINEERING SERVICES INCLUDING A TRAFFIC IMPACT ANALYSIS AND EXISTING CONDITIONS ANALYSIS FOR THE LAND USE PLAN AMENDMENT FOR THE EAST ATLANTIC TRANSIT ORIENTED CORRIDOR PURSUANT TO THE AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY AND KEITH & ASSOCIATES, INC.; PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY THAT:

SECTION 1. Work Authorization No. 9 in the amount of \$23,000.00 for traffic/transportation engineering services including a traffic impact analysis and existing conditions analysis in connection with the Land Use Plan Amendment for the East Atlantic Transit Oriented Corridor, pursuant to the Agreement for Consulting/Professional Services between the Pompano Beach Community Redevelopment Agency and Keith & Associates, Inc. for Surveying and Subsurface Utility Engineering Services approved by Resolution No. 2015-36 (the "Contract"), a copy of which Work Authorization No. 9 is attached hereto and incorporated by reference as if set forth in full, is hereby approved.

SECTION 2. The proper officials are hereby authorized to execute Work Authorization No. 9 as described in Section 1 above.

SECTION 3. This Resolution shall become effective upon passage.

PASSED AND ADOPTED this _____ day of March, 2016.

LAMAR FISHER, CHAIRPERSON

ATTEST:

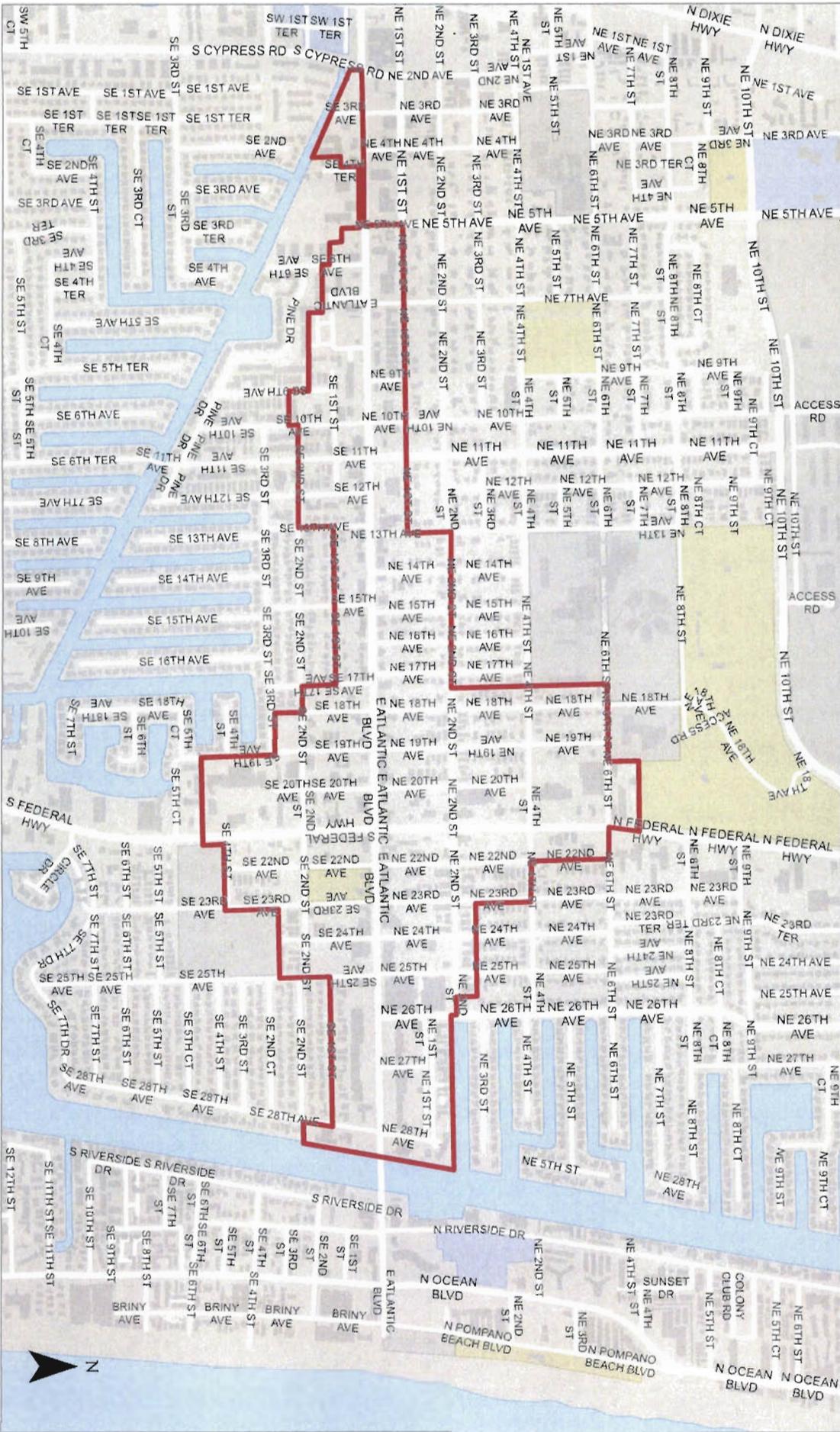
MARGARET GALLAGHER, SECRETARY



Proposed East Atlantic TOC Boundary

Exhibit "A"

 East Atlantic TOC



**WORK AUTHORIZATION PURSUANT TO THE AGREEMENT FOR
PROFESSIONAL SERVICES BETWEEN
The Pompano Beach/CRA of Pompano Beach
AND KEITH AND ASSOCIATES, INC.**

DATE: February 26, 2016

WORK AUTHORIZATION NO. #09

PROJECT NO. (POMPANO BEACH/CRA) 07020.09 (K&A)

TITLE: Pompano Beach CRA East Area Transit Oriented Corridor (EATOC) Land Use Plan Amendment (LUPA) Phase II

This work authorization is pursuant to the Agreement for Professional Services between the Pompano Beach/CRA of Pompano Beach and Keith & Associates, Inc., dated February 24th 2009 and approved by Pompano Beach Resolution #2009-115.

PROJECT

This project involves an analysis and a development scenario of existing conditions and one horizon year (2030) based upon actual traffic conditions for a Land Use Plan (LUPA) Amendment for the East Area Transit Oriented Corridor (EATOC).

SCOPE OF SERVICES

Task 001 Traffic Impact Analysis

The SUBCONSULTANT, Kimley-Horn and Associates, Inc., shall provide the services as indicated on their proposal, labeled Exhibit D.

The lump sum fee for this task is.....\$6,000.00

Task 002 Existing Conditions Analysis for LUPA

The SUBCONSULTANT, Kimley-Horn and Associates, Inc., shall provide the services as indicated on their proposal, labeled Exhibit D.

The lump sum fee for this task is.....\$3,000.00

Task 003 Documentation of Findings

The SUBCONSULTANT, Kimley-Horn and Associates, Inc., shall provide the services as indicated on their proposal, labeled Exhibit D.

The lump sum fee for this task is\$6,000.00

Task 004 Meetings/Coordination

The SUBCONSULTANT, Kimley-Horn and Associates, Inc., shall provide the services as indicated on their proposal, labeled Exhibit D.

The fee for this task is based on hourly rates\$8,000.00

Schedule

Subsequent to the execution of this Agreement, the Consultant and Subconsultant shall commence work on the project. We anticipate completing the services and tasks included in this agreement in an expeditious and orderly manner to meet a mutually agreed upon schedule.

Pompano Beach CRA Responsibility

The Pompano Beach CRA shall assist Consultant and/or Subconsultant with the following items in order to expedite the completion of the project in an effective manner.

- A. Designate a representative(s) who shall have the authority to transmit instruction, receive information and enunciate policies and decisions.
- B. Provide access to and obtain permission for Consultant to enter upon public lands as required at no additional cost to perform surveys, observations, or other necessary services under this Agreement.
- C. Assist in obtaining required approvals, permits, or consents from governmental or regulatory bodies or others necessary for the completion of the work, with Consultant being primarily responsible for preparation of permit applications and supporting documentation.
- D. Make available to Consultant all of its existing information which may in any way be pertinent to the project.
- E. Attend meetings with regulatory agencies.
- F. Review contract documents and provide comments in a timely manner.

Additional Services

Consultant and/or Subconsultant shall not perform any additional services without the written consent of Keith and Associates, Inc. Services performed beyond the Scope of Services described above shall be considered additional services and will be presented to the Consultant as an Addendum to this Agreement prior to initiating the work. Additional services shall be invoiced on a time and material basis in accordance with our current Professional Service Fee Schedule or on a lump sum basis if a scope of service can be defined.

Compensation

Consultant shall invoice the Pompano Beach CRA for services rendered under this Agreement on a lump sum/time and material basis and in accordance with the terms and conditions of the Agreement for Professional Services between the Pompano Beach CRA and Keith & Associates, Inc., dated February 24th 2009 and approved by Pompano Beach Resolution #2009-115.

Budget Estimate of Engineering Services (Exhibit A)

TASK	FEE
PHASE II	
Task 001 – Traffic Impact Analysis	\$6,000.00
Task 002 – Existing Conditions Analysis for Lupa	\$3,000.00
Task 003 – Documentation of Findings	\$6,000.00
Task 004 – Meetings / Coordination (Hourly)	\$8,000.00
TOTAL FEE	\$23,000.00

Signed, Sealed and Witnessed
In the Presence of:

**POMPANO BEACH COMMUNITY
REDEVELOPMENT AGENCY**

Print Name: _____

By: _____
Lamar Fisher, Chairman

Print Name: _____

ATTEST:

Margaret Gallagher, Secretary

Print Name: _____

EXECUTIVE DIRECTOR:
Redevelopment Management Associates, LLC
a Florida limited liability company

By: MetroStrategies, Inc., a Florida corporation
a managing member

Print Name: _____

By: _____
Kim Briesemeister, President

and

By: _____
Christopher J. Brown
a managing member

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this _____ day of _____, 2016 by LAMAR FISHER as Chairman of the Pompano Beach Community Redevelopment Agency, who is personally known to me.

NOTARY'S SEAL:

NOTARY PUBLIC, STATE OF FLORIDA

(Name of Acknowledger Typed, Printed or Stamped)

Commission Number

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this _____ day of _____, 2016 by MARGARET GALLAGHER, Secretary of the Pompano Beach Community Redevelopment Agency, who is personally known to me.

NOTARY'S SEAL:

NOTARY PUBLIC, STATE OF FLORIDA

(Name of Acknowledger Typed, Printed or Stamped)

Commission Number

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by Kim Briesemeister, President of MetroStrategies, Inc., as Managing Member of Redevelopment Management Associates, LLC on behalf of the limited liability company. She is personally known to me or who has produced _____ (type of identification) as identification.

NOTARY'S SEAL:

NOTARY PUBLIC, STATE OF FLORIDA

(Name of Acknowledger Typed, Printed or Stamped)

Commission Number

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by Christopher J. Brown, as Managing Member of Redevelopment Management Associates, LLC, on behalf of the limited liability company. He is personally known to me or who has produced _____ (type of identification) as identification.

NOTARY'S SEAL:

NOTARY PUBLIC, STATE OF FLORIDA

(Name of Acknowledger Typed, Printed or Stamped)

Commission Number

CONSULTANT:

Witnesses:

Elizabeth Lazowick Ed. 2/26/16

Angela Martin AngelaMMartin

KEITH AND ASSOCIATES, INC.

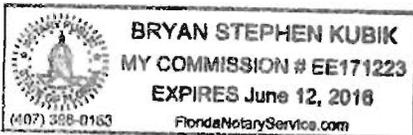
By: Dodie Keith-Lazowick

A. Dodie Keith-Lazowick
President
301 East Atlantic Blvd.
Pompano Beach, FL 33060

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this 9th day of March, 2016 by A. DODIE KEITH-LAZOWICK President of Keith and Associates, Inc., a Florida corporation, on behalf of the corporation and who is personally known to me.

NOTARY'S SEAL:



Bryan Kubik
NOTARY PUBLIC STATE OF FLORIDA
(Signature of Notary Taking Acknowledgement)

Bryan Kubik
(Name of Acknowledger Typed, Printed or Stamped)

EE171223
Commission Number

EXHIBIT A
PROFESSIONAL SERVICE FEE SCHEDULE – Page 1 of 2

	Hourly Rate
01 Administrative Assistant	\$50.00
11 Technician	\$80.00
15 Senior Technician	\$90.00
30 Associate Planner	\$90.00
32 Senior Planner (AICP).....	\$125.00
33 Landscape Designer	\$80.00
34 Senior Landscape Designer	\$100.00
35 Landscape Architect (RLA)	\$125.00
36 ISA Certified Arborist.....	\$125.00
50 Project Engineer	\$100.00
51 Senior Project Engineer	\$115.00
52 Professional Engineer (PE).....	\$125.00
53 Field Representative.....	\$75.00
54 Sr Field Representative.....	\$90.00
60 Project Manager.....	\$125.00
61 Senior Project Manager	\$160.00
70 Principal	\$190.00
72 Expert Witness Testimony.....	\$250.00
76 BIM Modeler.....	\$110.00
77 GIS Specialist	\$100.00
78 Project Surveyor	\$95.00
79 Senior Project Surveyor.	\$110.00
80 Professional Surveyor & Mapper (PSM).....	\$120.00
81 Survey Party (2) Person.....	\$110.00
82 Survey Party (3) Person.....	\$130.00
83 Survey Laser Scanning	\$125.00
90 Utility Crew Supervisor.....	\$70.00
91 Utility Locating Technician.....	\$60.00
92 Utility Project Manager	\$100.00
93 Utility Project Engineer.....	\$125.00
95 Utility Field Technician	\$40.00
96 Utility Designating/GPR	\$200.00
97 Vacuum Excavation Test Hole (Pervious Surface)	\$350.00/Each
98 Vacuum Excavation Test Hole (Impervious Surface).....	\$400.00/Each

Effective 01/01/2015

EXHIBIT B
PROFESSIONAL SERVICE FEE SCHEDULE – Page 2 of 2

<u>Direct Expenses</u>	<u>Cost per Unit</u>
Photographic Copies	
Color Copies	
a) 8.5" x 11"	\$ 1.00
b) 8.5" x 14 or 11"x 17"	\$ 2.00
c) 24"x 36"	\$18.00
Black & White Copies	
a) Any Size up to 11"x17"	\$ 0.15
b) 24"x 36" Blackline	\$ 2.00
c) 30" x 42" Blackline	\$ 2.00
d) 24"x 36" Mylar	\$15.00
Laminating/Transparency Film Covers	\$ 2.00
Display Boards	
Mounted (Foam) 30"x 40"	\$42.00
Mounted (Foam) 40"x 60" and larger	\$70.00
3 Ring Binders 1"	\$ 1.00
Dividers (Tabs) Set of 10	\$ 0.80
Acco/GBC Binding	\$ 1.50
Facsimiles	\$ 2.00
Overnight Packages	per service
Courier & Delivery Services	per service
Postage: 1 st Class	Current US Postal rate
Mileage:	\$ 0.50 / mile

Any other expenses will be billed at cost plus 10% carrying charge.

****NOTE:** Typical other reimbursable expenses include travel, lodging, and meals when traveling on CLIENT'S behalf, identifiable communication expenses, all reproduction costs, and special accounting expenses not applicable to general overhead.

Effective 08/01/07

KIMLEY-HORN AND ASSOCIATES, INC.
EXHIBIT D
SCOPE OF SERVICES
POMPANO BEACH CRA EAST AREA TRANSIT ORIENTED CORRIDOR (EATOC)
LAND USE PLAN AMENDMENT (LUPA) – PHASE II

PROJECT UNDERSTANDING

The City of Pompano Beach Community Redevelopment Agency (CRA) proposes a Land Use Plan Amendment (LUPA) for the East Area Transit Oriented Corridor (EATOC). The study is generally bounded by NE 6th Street to the north, SE 5th Court to the south, the Intracoastal Waterway to the east, and NE 5th Avenue to the west. The Client is requesting that an analysis be prepared to analyze existing conditions and one (1) horizon year (2030) based upon actual traffic conditions. Phase I of the analysis includes model refinement, data collection, and select zone distribution. Phase II of the analysis includes future volume development, traffic impact analysis of segments, generalized mitigation strategies, and an existing traffic conditions table for the LUPA application. Phase III includes an operations analysis of E Atlantic Boulevard, fare share cost assessment, and documentation of findings summarizing the analyses prepared in each of the phases. The scope of services described below includes Phase II of the analysis for one (1) development scenario.

TASK 1 – TRAFFIC IMPACT ANALYSIS

P.M. peak hour roadway segment capacity analyses will be performed for existing conditions, 15-year horizon year (2030) conditions with MPO-projected development growth, and 15-year horizon year (2030) conditions with amended development growth. If capacity deficiencies are identified under existing conditions or horizon year (2030) conditions, generalized strategies for mitigation will be listed. Generalized strategies may include signage, circulation improvements, signal timing, traffic calming measures, transit improvements and other transportation systems management (TSM) improvements. Specific mitigation strategies/measures are not included in this scope of services.

TASK 2 – EXISTING CONDITIONS ANALYSIS FOR LUPA

Kimley-Horn will prepare an existing conditions table including the number of lanes, current traffic volumes, adopted level of service and current level of service for the roadway segments in the study area that are included in Broward County's 2013 Roadway Capacity and Level of Service Analysis. The existing data collection from Phase IA will be used in this analysis. A trip generation summary for the current remaining entitlements and the proposed entitlements will also be prepared if necessary. This information is to be used in the LUPA application to be submitted by others to Broward County.

TASK 3 – DOCUMENTATION OF FINDINGS

The traffic impact analysis for the project will be documented in a report. The report will include graphics and tabulations, plus text to describe the study procedure, key assumptions, traffic assignment methods, findings and recommendations. A maximum of five (5) bound copies and one (1) electronic file of the draft traffic impact analysis will be provided. The Consultant will respond to (1) of round of Client comments. The responses may include revising analyses, updating recommendations, and revising the report. A maximum of five (5) bound copies, one (1) unbound set of originals, and one (1) electronic file of the final traffic impact analysis will be provided.

TASK 4 – MEETINGS/COORDINATION

As part of the development process, Kimley-Horn will prepare for and attend meetings at the direction of CRA including but not limited to City of Pompano Beach CRA staff, City's Planning and Zoning Board, and City Commission.

Additional Services

Any services not specifically provided for in the above scope will be considered additional services and can be performed at our then current hourly rates. Additional services we can provide include, but are not limited to, the following:

- Phase III of the analysis
- Neighborhood protection/traffic calming studies
- Transportation master planning
- Additional modifications to the SERPM network
- Collecting additional traffic counts
- Preparing analyses for an expanded study area
- Preparing analyses for additional future development scenarios
- Analysis of additional intersections
- Preparing additional analyses in response to agency requests or comments
- Preparing additional analyses in response to changes to development program
- Preparing a LUPA application
- Permitting and regulatory assistance
- Providing Opinions of Probable Cost (OPC) for proposed improvements

Information Provided By Client

We shall be entitled to rely on the completeness and accuracy of all information provided by the Client. The Client shall provide all information requested by Kimley-Horn during the project, including but not limited to the following:

- Future development scenario type, intensity, and locations (previously provided by Client for the TAZs within the study area)
- Applicable reports and documents
- Input on reasonableness of the model-projected development (previously provided by Client for the TAZs within the study area)

Responsibilities of Client

In addition to other responsibilities set out in this Agreement, the Client shall provide information and documents required for the traffic analysis in a timely manner.

SCHEDULE

A schedule will be provided that is mutually agreed to by both parties.

FEES:

Kimley-Horn and Associates (subconsultant) will perform the services in the scope of services for

the lump sum labor fee listed for each task below. Reimbursables are not included in the lump sum fees, and will be invoiced at cost, with no mark-up. Reimbursables, such as multiple copies of drawings will not be produced unless authorized by the prime consultant (K&A). All permitting, application, and similar project fees will be paid directly by the City/CRA.

Task 1 Traffic Impact Analysis	\$6,000.00
Task 2 Existing Conditions Analysis for LUPA	\$3,000.00
Task 3 Documentation of Findings	\$6,000.00
	<hr/>
	\$15,000.00
Task 4 Meetings/Coordination (Hourly)	\$8,000.00
	<hr/>
	\$8,000.00
Phase II Total	\$23,000.00