

# EXHIBIT A

## PROPOSED SCOPE OF WORK SUMTER COUNTY - PRELIMINARY DEVELOPMENT & ENVIRONMENT (PD&E) STUDY

### Project Data:

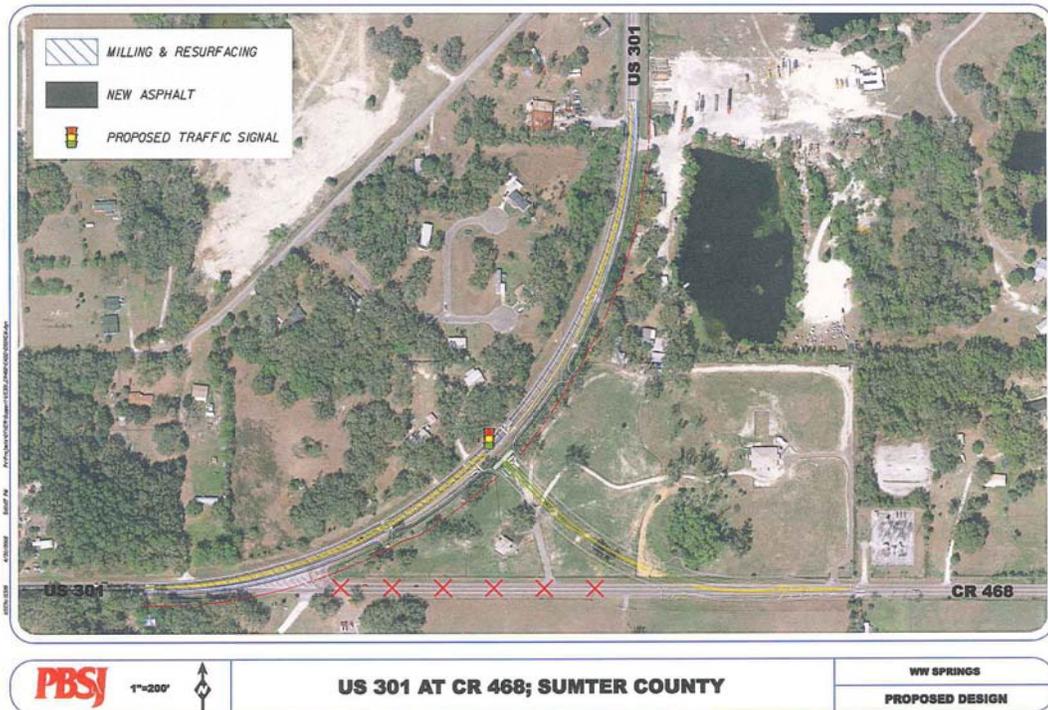
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Assistant Public Works Director for Planning, Engineering and  
Environmental Projects  
Sumter County Public Works Division  
319 East Anderson Avenue  
Bushnell, Florida 33513

### Corridor to be studied:

Project Name: **C-468 Project Development & Environment (PD&E) Study:**  
Project Limits: SR 35 (US 301) to east side of the C-468 Bridge over the  
Florida's Turnpike  
Billing Index Code: 103-340-541-6536

Federal and/or State Involvement: State Grant (TRIP)

Proposed realignment information required by the FDOT is shown below.



*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. 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 County also has the design of a roadway improvement project on C-468E between SR 44 and the Turnpike.*

*The Villages is obligated to build a partial interchange at the intersection of C-468 and the Turnpike. Attached (separately) is the power point presentation for the Florida’s Turnpike Enterprise of the PD&E Study being performed by Kimley Horn and Associates.*

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

**C-468 Project – SR 44 to the Turnpike:**

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**In Sumter County:**

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**City of Wildwood:**

**(Wildwood Springs)  
(Land Stone)**

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**Regional:**

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## **SCOPE OF SERVICES FOR CONSULTING ENGINEERING SERVICES PROJECT DEVELOPMENT AND ENVIRONMENT (PD&E) STUDIES**

### **PURPOSE**

Convey the scope of work and the responsibilities of Volkert ( CONSULTANT ) and 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 PD&E 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.

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:

- Task 1A: Develop alternative corridor alignments (along the existing alignment) and typical sections that minimize impact to adjacent property, existing or proposed developments, wetlands, historical or archeological sites and protected wildlife. Alternative alignments (new alignment to the north or south) will not be developed. 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.**
- Task 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.
- Task 1C: For informational purposes only, the number of lanes needed to accommodate the future, design year 2050 traffic volumes at a Level of Service D will be determined.
- Task 2: Obtain BOARD approval of an alignment and a typical section.
- Task 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 three party agreements with developers, the City of Wildwood and Sumter County Board of County Commissioners (assuming a final multi-party agreement is approved by the BOCC).

### **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 PD&E Study. The PD&E Study shall include (if applicable) the following reports:

<u>Engineering Items:</u>	<u>Copies:</u>
Corridor Report	NA
Design Traffic Technical Memorandum	5
First Draft Project Development Summary Report (PDSR)	5
Second Draft PDSR	5
Final PDSR (Signed and Sealed)	5
Location Hydraulics Report	5
Conceptual Drainage/Pond Sitting Report	5
Conceptual Design Roadway Plan	5
Right of Way Plans (each phase submittal)	NA
Geotechnical Report	5
Typical Section Package	5
Bridge Hydraulic Report	5
Bridge Development Report	5
<u>Environmental Items:</u>	<u>Copies:</u>
EDTM programming screen data (electronic)	1
Public Involvement Plan	5
Draft Environmental Impact Report	5
Final Environmental Impact Report	5
Noise Study Report	5
Air Quality Report	5
Contamination Screening Evaluation Report	5

Conceptual Stage Relocation Plan (If applicable)	5
Public Hearing Comments	5
Endangered Species Biological Assessment	5
Essential Fish Habitat (If applicable)	5
Wetlands Evaluation Report	5
Cultural Resource Assessment	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.

The CONSULTANT shall Process Advance Notification and all environmental and engineering documents including Permit Coordination Package.

The CONSULTANT shall coordinate with the State Historic Preservation Officer.

**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 two public meetings which will be scheduled to occur in conjunction with the PD&E Study:

**Public Meeting #1:** The first public meeting will occur when the PD&E Study impacts have been identified. The purpose of this meeting is to inform the public of recommended alignment, typical section(s), drainage plan, ROW needs (if any), along with all environmental impacts. The CONSULTANT will prepare and disseminate an invitation to the public meeting by using the Sumter County Property Appraiser data collected from the PD&E Study to identify property owner's 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 *Sumter County Times and 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.

**Required Public Involvement Activity Recommendations:** The CONSULTANT shall also make presentations and seek comment as part of the Public Meeting #1 process from the following governmental bodies or agencies.

- (1) Applicable Municipal Governing Councils
- (2) Sumter County Board of County Commissioners
- (3) Lake-Sumter MPO

**Public Meeting #2:** The second public and final meeting will be in the form of a formal public hearing and occur when the PD&E Study final alternative has been developed. The purpose of this hearing is to inform the BOARD of the PD&E Study final recommended alternative and obtain the BOARDS approval. This public hearing will be

part of the BOARDS regular agenda. The CONSULTANT will prepare and disseminate data collected from the PD&E Study to those in attendances 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 the boards showing each project alternative considered. The consultant will prepare and present a power point presentation that explains the project final, recommended alternative considered 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 and the comments received from the screening will be addressed in the PDSR.

## **1.5 Scheduled Public Meetings**

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

For any of the above type 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 one (1) public meeting and one (1) public hearing during the study. Additional meeting(s) may be requested by the BOARD, fees for additional public meetings will be determined based on the scope of the additional meeting(s).

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

In addition to scheduled public meetings the CONSULTANT may be required to participate in unscheduled meetings with the public, 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. It is estimated for this project there will be two meetings during the study.

## **1.7 Public Hearing**

The CONSULTANT shall provide all of the support services listed in Sections 1.2 and 1.5 above. In addition, the CONSULTANT shall prepare the following:

- Public Officials and Agency Letters. The CONSULTANT will prepare the letters, insert them in envelopes, and address the envelopes. The *CONSULTANT* will pay for first class postage.
- Property Owner Letters. The CONSULTANT will provide marked tax maps of the project alternatives and identify the names and addresses of the property owners from county tax rolls. The CONSULTANT will prepare the letters, insert them in envelopes, and address the envelopes. The *CONSULTANT* will pay for first class postage.
- All elements of the multi-media presentation.
- Graphics
- Displays of plans and report(s) for the public display.
- Brochures or handouts.
- Prepare public advertisements.
- Briefing and debriefing of Department staff.

## **1.8 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.

**1.9 Special Public Involvement Requirements – Not Applicable**

**1.10 Quality Control**

The CONSULTANT shall be responsible for Quality Control.

## **2.0 ENGINEERING ANALYSIS AND REPORTS**

When applicable, the CONSULTANT shall coordinate and perform the appropriate level of engineering analysis for this project as outlined in the PD&E Manual.

### **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.

### **2.1 Field Review**

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

### **2.2 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 furnish the necessary aerial photography to be used in the study. Aerial photography shall be prepared 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

### **2.3 Survey Coordination**

The CONSULTANT shall survey the corridor as needed to facilitate the completion of the task outlined in the PD&E study.

### **2.4 Existing Roadway Characteristics**

The CONSULTANT shall survey the corridor as needed to obtain the existing roadway characteristics.

## **2.5 Existing Structure Characteristics**

The CONSULTANT shall survey the corridor as needed to identify existing structures, culverts and other appurtenances.

## **2.6 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 as deemed necessary along the existing corridor. The CONSULTANT will also undertake one 48-hour machine count to verify existing traffic volumes.

The CONSULTANT may utilize the DEPARTMENTS 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 PD&E 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.

## **2.7 Crash Data**

The CONSULTANT shall obtain available data from the Sumter County Sheriff's Office, the Florida Highway Patrol 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.

## **2.8 Existing Signage Inventory**

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

## **2.9 Utilities**

Since the BOARD does not have a Utility Engineer the CONSULTANT shall be responsible for identifying all utilities within the corridor. The BOARD shall provide the existing right-of-way widths. Part 2, Chapter 10 of the PD&E Manual is not applicable.

## **2.10 Railroads**

Since the BOARD does not have a Railroad Coordinator, the CONSULTANT shall be responsible for identifying any railroads that may be a stakeholder. Part 2, Chapter 10 of the PD&E Manual is not applicable.

## **2.11 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.

## **2.12 Soils**

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

## **2.13 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. The 2009 Sumter County Aerials are an acceptable median for the base map.

## **2.14 Safety**

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

## **2.15 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.

## **2.16 Development of Needs Statement**

The CONSULTANT shall establish and/or verify the purpose and need for the project as outlined in Part 2, Chapter 5 of the PD&E Manual.

## **2.17 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.

## **2.18 Corridor Analysis – Not applicable**

The CONSULTANT shall develop alternative corridor alignments (along the existing alignment) and typical sections that minimize impact to adjacent property, existing or proposed developments, wetlands, historical or archeological sites and protected wildlife. Alternative alignments (new alignment to the north or south) will not be developed. A minimum of one alignment(s) is to be developed, typical sections may be either urban or rural or a combination thereof.

## **2.19 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 Year 2035. The CONSULTANT shall develop and analyze the traffic data for each viable corridor and design alternative as appropriate. The consultant shall be permitted to jointly develop traffic forecasts with other PD&E project(s) that are active in the area.

## **2.20 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.

## **2.21 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).

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

The CONSULTANT will overlay Concept Plans on the base maps.

## **2.23 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.

## **2.24 Structures**

The CONSULTANT will evaluate conceptual structures vertical and horizontal alignments.

**2.25 Access Management – Not Applicable**

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

**2.27 Maintenance of Traffic Analysis**

The CONSULTANT will analyze the design alternatives for constructability, and the ability to maintain traffic. If the analysis indicates that there will be a substantial cost to maintain traffic, this cost will be included in the final estimate for that alternative.

**2.28 Geotechnical Coordination**

This task is for the CONSULTANT to coordinate with the geotech sub consultant regarding project requirements, review of geotech data, and scheduling. If a geotechnical investigation is not being done for the project, or if the CONSULTANT is to perform the geotechnical investigation activities in-house, this task will be omitted.

**2.29 Intelligent Transportation Systems – Not Applicable**

**2.30 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.

**2.31 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.

**2.32 Conceptual Design Plans (Preferred)**

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

**2.33 Identify Construction Segments**

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

**2.34 Value Engineering – Not Applicable**

**2.35 Construction Cost Estimates**

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

**2.36 Right Of Way Cost Estimates**

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

**2.37 Typical Section Package**

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

**2.38 Design Exceptions and Variances: - Not Applicable**

**2.39 Project Development Summary Report**

The CONSULTANT shall develop a Project Development Summary Report using Part 1, Chapter 4 of the PD&E manual as a guide.

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

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

### **3.0 ENVIRONMENTAL ANALYSIS AND REPORTS**

The CONSULTANT shall coordinate and perform the appropriate level of environmental analysis for this project using the PD&E Manual and the following sections as a guide.

The CONSULTANT shall utilize the Florida Geographic Data Library (FGDL), or other appropriate databases that includes all existing features. This database information shall be compatible for use on base maps used for public hearing presentations, corridor maps, and alternative plans.

#### **Social and Cultural Impacts**

In accordance with Part 2, Chapter 9 of the PD&E Manual, unless otherwise noted.

##### **3.1 Land Use Changes**

##### **3.2 Community Cohesion**

##### **3.3 Community Services**

##### **3.4 Social and Economic Impacts**

##### **3.5 Relocation Potential**

##### **3.6 Archaeological and Historical Sites**

The CONSULTANT shall collect data necessary to completely analyze the impacts to all cultural and historic resources by all proposed alternatives and prepare a Cultural Resource Assessment Request Package as described in Part 2, Chapter 12, of the PD&E Manual.

##### **3.7 Section 4(F) - Not Applicable**

##### **3.8 Visual Impacts and Aesthetics**

In accordance with applicable sections of Part 2, Chapter 15 of the PD&E Manual.

##### **3.9 Utilities and Railroads**

Based on the coordination with the utility companies, the CONSULTANT shall identify utilities within the project corridor. The CONSULTANT will also address any impacts to existing and proposed railroads.

#### **Natural Impacts**

##### **3.10 Wetlands**

In accordance with applicable sections of Part 2, Chapter 18 of the PD&E Manual.

##### **3.11 Conceptual Mitigation Plans**

In accordance with Part 2, Chapter 18 of the PD&E Manual.

### **3.12 Water Quality**

In accordance with Part 2, Chapter 20 of the PD&E Manual.

### **3.13 Outstanding Florida Waters, Wild and Scenic Rivers, and Aquatic Preserves**

In accordance with Part 2, Chapters 19, 21, and 23, of the PD&E Manual, respectively.

### **3.14 Floodplains**

In accordance with Part 2, Chapter 24 of the PD&E Manual.

### **3.15 Coastal Barrier Resources**

In accordance with Part 2, Chapter 26 of the PD&E Manual.

### **3.16 Wildlife and Habitat**

In accordance with Part 2, Chapter 27 of the PD&E Manual.

### **3.17 Essential Fish Habitat**

In accordance with Part 2, Chapter 11 of the PD&E Manual.

### **3.18 Identify Permit Conditions**

The CONSULTANT shall identify permit conditions and type of permits required. This task includes the review of maps and data in order to determine permit related information for the project.

### **3.19 Farmlands**

In accordance with Part 2, Chapter 28 of the PD&E Manual.

## **Physical Impacts**

### **3.20 Noise**

In accordance with Part 2, Chapter 17 of the PD&E Manual.

### **3.21 Air Quality**

In accordance with Part 2, Chapter 16 of the PD&E Manual.

### **3.22 Construction Impact Analysis**

In accordance with Part 2, Chapter 30 of the PD&E Manual.

### **3.23 Contamination**

The CONSULTANT shall perform the necessary analysis to complete the Contamination Screening Evaluation for all proposed alternatives, and complete the Contamination Screening Evaluation Report as described in Part 2, Chapter 22, of the PD&E Manual.

## **Environmental Reports**

The environmental documents prepared by the CONSULTANT will be guided by the procedures listed in the PD&E Manual. The task of documentation includes the preparation of draft and interim reports prepared by the CONSULTANT for review and comment by the BOARD prior to producing final reports and documents.

### **3.24 Class of Action Determination (State Environmental Impact Report)**

The Class of Action for this PD&E study will be modeled after standard department requirements and commensurate with that defined as a State Environmental Impact Report as described in Part 1, Chapter 13 of the PD&E manual. The Environmental Impact Report prepared for this Sumter County project will utilize the procedures for a SEIR class of action as a guideline in developing this report. The final alignment / corridor approved by the BOCC will be included on the PD&E Report. The PD&E manual procedures may be modified as necessary and approved by the BOARD'S Project Manager to meet the needs of the study purpose.

### **3.25 Environmental Assessment**

### **3.26 Finding of No Significant Impact**

### **3.27 Draft Environmental Impact Statement – Not Applicable**

### **3.28 Final Environmental Impact Statement – Not Applicable**

### **3.29 Quality Control – To be provided by the CONSULTANT**

#### **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 COUNTY**

The COUNTY will provide those services and materials as set forth below:

- Project data currently on file.
- All available information in the possession of the COUNTY pertaining to utility companies whose facilities may be affected by the proposed construction.
- All future information that is in possession or may come to the COUNTY pertaining to subdivision plans, so that the CONSULTANT may take advantage of additional areas that can be utilized as part of the existing right-of-way.
- Existing COUNTY right-of-way maps.
- County to perform geotechnical borings / report (in-house) if required and jointly approved by VAI and Sumter County.

## **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