

RESOLUTION RA/CRA-2019-07

A RESOLUTION OF THE RENEW ARLINGTON COMMUNITY REDEVELOPMENT AGENCY (“RA/CRA”) APPROVING \$165,705.66 FOR THE MERRILL ROAD COMPREHENSIVE TRAFFIC ANALYSIS SCOPE OF SERVICES; AUTHORIZING THE MAYOR AND CORPORATE SECRETARY TO EXECUTE AND DELIVER ALL CONTRACTS; PROVIDING FOR OVERSIGHT BY PUBLIC WORKS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, in FY 2016/2017, the RA/CRA appropriated \$153,111 to the Complete Streets Project and in FY 2017/2018, the RA/CRA appropriated \$438,690 to the Complete Streets Project; and

WHEREAS, currently, there is \$593,619 appropriated and available for the Complete Streets Project; and

WHEREAS, the Board is empowered to authorize projects within the RA/CRA and finds that the Merrill Road Comprehensive Traffic Analysis is in compliance with, and furthers the purposes and objectives of the RA/CRA Redevelopment Plan; and

WHEREAS, on July 10, 2019, the RA/CRA Advisory Board, with a unanimous vote of 4-0, recommended to the RA/CRA Board that \$165,705.66 be allocated from the Complete Streets Project for the Merrill Road Comprehensive Traffic Analysis; and

WHEREAS, Chapter 126.211, Procurement Code, provides for the City to utilize a competitively procured government contract “for the procurement of supplies, professional design services, professional services, contractual services and capital improvements by the City and its independent and/or using agencies;” and, therefore

BE IT RESOLVED, by the Board:

Section 1. The Board hereby allocates \$165,705.66 from the Complete Streets Project for the Merrill Road Comprehensive Traffic Analysis.

Section 2. The Merrill Road Comprehensive Traffic Analysis description is **attached hereto as Exhibit 1**.

Section 3. The Board is empowered to authorize projects within the RA/CRA boundary and finds that the development of the Merrill Road Comprehensive Traffic Analysis is in compliance with, and furthers the purposes and objectives of the RA/CRA Redevelopment Plan as follows:

1. Page 24:

Primary Objective 1: Improve transportation facilities within the Community Redevelopment Area including sidewalks, crosswalks and bike paths/multi-use trails, as well as enhancing regional connection. These strategies will correct the blighted conditions of defective or inadequate street layout (Pg. 29 of the Finding of Necessity Report), and unsafe conditions (Pgs. 30 and 31) of the Findings of Necessity Report.

Strategies as stated in the Plan:

1. The transportation component for the Community Redevelopment Area will focus on developing an effective complete streets program.
2. Roadway and streetscape improvements will improve safety, access and traffic flow for internal and regional connectors, provide for pedestrian and bicycle facilities and overall beautification.
 - Undertake roadway and streetscape improvements along the Primary Corridors (University Blvd./Merrill/Arlington Roads)
 - Explore innovative intersection designs to alleviate traffic congestion along University Blvd./Merrill/Arlington Roads, such as roundabouts, and ITS signalization programming for better and effective management of the junction delays.

Section 4. Pursuant to Sec. 500.116, Ordinance Code, the Mayor, or his or her designee, and the Corporation Secretary, are authorized to execute and deliver all contracts and documents approved and authorized by the Board related to the Merrill Road Comprehensive Traffic Analysis.

Section 5. The Board requests that the Mayor direct the Public Works Department to provide oversight on the Merrill Road Comprehensive Traffic Analysis.

Section 6. This Resolution shall become effective upon a majority vote of the Board and upon execution by the Chair.

WITNESS:

**RENEW ARLINGTON
COMMUNITY REDEVELOPMENT AGENCY**



Signature




Scott A. Wilson, Chairman
Date signed: 8-27-19

Print

VOTE: In Favor: 17 Opposed: 0 Abstained: 0

FORM APPROVAL:



Office of General Counsel

SCOPE OF SERVICES
MAY 15, 2019
CITY OF JACKSONVILLE TRAFFIC ENGINEERING SERVICES CONTRACT
P-25-16
TASK WORK ORDER XX
MERRILL ROAD COMPREHENSIVE TRAFFIC ANALYSIS

I. SCOPE OF SERVICES

This Task Work Order describes the proposed scope of work for providing engineering services by Metric Engineering, Inc. (Metric) to the City of Jacksonville. Metric will perform a full traffic analysis along Merrill Road to determine the existing corridor operations and recommend improvements. The project limits are from just east of University Boulevard to the western limits of the I-295 interchange. Only Merrill Road and its immediate side street approaches will be studied in depth; however, recommendations may be made that tie in side streets and alternative corridors. The nature of this study will be comprehensive; using existing studies performed on the corridor as a basis and building upon those studies. Coordination with multiple agencies will also occur, to ensure that the recommendations for the corridor are inclusive of all elements. The intent of the completed study for this task is to provide engineering justification supported by the traffic operations to recommend alternatives for improving the safety and efficiency of the corridor as a whole. All proposed alternatives will be within the existing public right-of-way. The associated activities to be performed under this Task Work Order include the following services.

II. SERVICES TO BE PROVIDED

Services are listed as following:

1. Initial Review and Data Collection

- 1.1. Refresh of all previous studies performed on the corridor, including the CRA revitalization plan.
- 1.2. Review of existing operations. This will include the initial review of all data collection and previous documentation.
- 1.3. AM peak, PM peak, and off-peak field review(s) by the Engineer of Record.
- 1.4. Collection of field measurements.
- 1.5. Finding of existing right-of-way.
- 1.6. Collection and review of existing 8-hour turning movement counts for all seven signalized intersection within the study area.
- 1.7. Speed studies at three locations within the study area: between Cesery Boulevard and Rogero Road, between Woodtop Drive/ Arlex Drive and Townsend Boulevard, and west of Hartsfield Road. Twenty-four hour counts to be provided by COJ.
- 1.8. Retrieve existing signal timing data.
- 1.9. Retrieve 3 years of crash data for the entire corridor. Side-street crashes within the 250-foot influence area of Merrill Road will be included.

- 1.10. Aerial photography and videography will be performed to visually summarize the existing corridor conditions. This will be taken at various locations through the entire corridor, to ensure that a representative sample, at the least, will be collected for each segment of the corridor.
 - 1.11. Prepare a condition diagram of the corridor, showing all existing roadway conditions and infrastructure.
2. Existing Operational Analysis
 - 2.1. Determination of intersection approach queues.
 - 2.2. Document operational deficiencies through the corridor.
 - 2.3. Perform a qualitative assessment of intersection operations.
 - 2.4. Perform a lighting analysis to determine effectiveness of existing lighting and proposed upgrades.
 - 2.4.1. The lighting analysis will be done using the AGi32 photometric software.
 - 2.4.2. The results of the analysis will be plotted on plans sheets and included as an appendix to the study report.
 - 2.4.3. Coordination will occur with JEA to ensure that lighting can occur on both sides of the roadway.
3. Volumes and Level of Service (LOS) Analysis
 - 3.1. Perform traffic growth to estimate design year volumes using growth factors provided by the City of Jacksonville.
 - 3.2. Synchro runs will be performed for the seven signalized intersections of the corridor. Segment LOS analyses will be performed between the signals using Highway Capacity Software or equivalent.
 - 3.3. Recommendations on lane usage, signalization of intersections (both existing signals and any new signals) will be analyzed.
 - 3.4. Existing, future, and proposed LOS will be documented.
4. Safety Analysis
 - 4.1. An analysis of all crashes that have occurred on the corridor will be performed.
 - 4.2. A collision summary in table form, collision discussion, and collision diagram will be developed for the study report.
 - 4.3. Alternatives will be paired with crash reduction factors (CRFs) to predict the proposed benefits of recommended corridor improvements. Alternatives proposed will include access management methods and driveway consolidation. For instance, a new City Ordinance deals with businesses creating interconnects, which could be used as a tool to help in reducing driveway spacing.
5. Multimodal Analysis
 - 5.1. Metric will review JTA bus route data and perform an inventory of existing bus stops and their amenities. Bus route data will be provided by the City of Jacksonville and JTA. Any deficiencies in transit accessibility will be noted and improvements proposed.

- 5.2. A sidewalk condition inventory will be performed and documented. ADA deficiencies will be noted.
- 5.3. The existing and proposed corridor infrastructure will be reviewed as it applies to bicyclists, including the feasibility of bike lanes. Findings and possible recommendations will be described in the study report.
- 5.4. Evaluate potential needs for mid-block crossing locations and best treatment methods. Identify overall improvements to the walkability of the corridor.

6. Report

- 6.1. Prepare a draft report for review by the City of Jacksonville summarizing the findings of the intersection analysis. Recommendations will be clearly defined in the report.
 - 6.1.1. Recommendations will be categorized as short-term, mid-term, and long-term.
 - 6.1.2. Conceptual design plans for each of the alternatives will be developed
 - 6.1.3. The report will include conceptual cost estimates for all proposed improvements.
- 6.2. Address all comments from the City of Jacksonville on the draft submittal.
- 6.3. Complete a final report that incorporates the summary of findings and the analysis and supporting documents and input from the City of Jacksonville.

7. Management, Coordination and Outreach

- 7.1. Metric will provide continuous management and oversight of the study process.
- 7.2. Bi-monthly progress meetings will be held with the City of Jacksonville.
- 7.3. Coordination with JTA, JSO, JEA, COJ Planning and Development, COJ Public Works, the Office of Economic Development and the Arlington CRA will occur to determine their needs and plans in regard to the corridor.
- 7.4. Metric will perform continual internal QA/ QC of all work products.

III. **DELIVERABLES**

There will be two deliverables for this task, which are listed below:

- Draft study report
- Final report, electronically signed and sealed

IV. **DURATION OF SERVICE**

Services provided will be lump sum up to the funds approved for this Task Work Order. A draft report with all supporting documents is expected to be given to the City of Jacksonville within eight months of NTP. The final signed and sealed report will be submitted within two months of receipt of comments from the City of Jacksonville.

City of Jacksonville Services Contract for Traffic Engineering Services-Traffic Studies
 Proposal# P-25-16

Task Work Order Description: Merrill Road Corridor Study
 Task Work Order #: XX
 Date Estimated: May 15, 2019

Prepared By: Josh Reichen, P.E.
 Metric Engineering, Inc.
 11760 Marco Beach Dr., Suite 1
 Jacksonville, Florida 32224

Prime Activity	Principal		Project Manager		Senior Engineer		Project Engineer		Engineer		Specialist		Designer		CADD/Computer Tech.		Senior Technical Aide		Technician Aide		Secretary/Clerical		Total	
	Rate/Hr Man Hours	\$213.87 Cost by Pos. & Act	Rate/Hr Man Hours	\$202.52 Cost by Pos. & Act	Rate/Hr Man Hours	\$181.20 Cost by Pos. & Act	Rate/Hr Man Hours	\$153.37 Cost by Pos. & Act	Rate/Hr Man Hours	\$128.38 Cost by Pos. & Act	Rate/Hr Man Hours	\$140.87 Cost by Pos. & Act	Rate/Hr Man Hours	\$107.66 Cost by Pos. & Act	Rate/Hr Man Hours	\$77.05 Cost by Pos. & Act	Rate/Hr Man Hours	\$54.36 Cost by Pos. & Act	Rate/Hr Man Hours	\$33.58 Cost by Pos. & Act	Rate/Hr Man Hours	\$52.21 Cost by Pos. & Act	Manhours By Activity	Salary Cost By Activity
1. Initial Review/ Data Collection																								
1.1 Collection and Review of Past Studies		\$0.00		\$0.00		\$0.00	12.00	\$1,840.44		\$0.00	8.00	\$1,126.96		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	20.00	\$2,967.40
1.2 Review of Existing Operations		\$0.00		\$0.00		\$0.00	18.00	\$2,760.66		\$0.00	12.00	\$1,690.44		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	30.00	\$4,451.10
1.3 Field Reviews		\$0.00		\$0.00		\$0.00	20.00	\$3,067.40		\$0.00	20.00	\$2,817.40		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	40.00	\$5,884.80
1.4 Field Measurements		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	16.00	\$537.28		\$0.00	16.00	\$537.28
1.5 Finding of Existing R/W		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	8.00	\$616.40		\$0.00		\$0.00		\$0.00	8.00	\$616.40
1.6 8-Hour Turning Movement Count		\$0.00		\$0.00		\$0.00	2.00	\$306.74		\$0.00		\$0.00		\$0.00	4.00	\$308.20		\$0.00		\$0.00		\$0.00	6.00	\$614.94
1.7 Speed Studies		\$0.00		\$0.00		\$0.00	2.00	\$306.74		\$0.00		\$0.00		\$0.00	8.00	\$616.40		\$0.00	16.00	\$537.28		\$0.00	26.00	\$1,460.42
1.8 Retrieve Existing Signal Timings		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	4.00	\$563.48		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	4.00	\$563.48
1.9 Retrieve Crash Data		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	4.00	\$563.48		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	4.00	\$563.48
1.10 Aerial Analysis		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	4.00	\$563.48		\$0.00		\$0.00	32.00	\$1,739.52		\$0.00		\$0.00	36.00	\$2,303.00
1.11 Condition Diagram		\$0.00		\$0.00		\$0.00	8.00	\$1,226.96		\$0.00		\$0.00	20.00	\$2,153.20	80.00	\$6,164.00	32.00	\$1,739.52		\$0.00		\$0.00	140.00	\$11,283.68
Subtotal	-	\$0.00	-	\$0.00	-	\$0.00	62.00	\$9,508.94	-	\$0.00	62.00	\$7,325.24	20.00	\$2,153.20	100.00	\$7,705.00	64.00	\$3,479.04	32.00	\$1,074.56	-	\$0.00	330.00	\$31,245.98
2. Existing Operational Analysis																								
2.1 Determine Existing Queues		\$0.00		\$0.00		\$0.00	8.00	\$1,226.96		\$0.00	16.00	\$2,253.92		\$0.00		\$0.00		\$0.00	48.00	\$1,611.84		\$0.00	72.00	\$5,092.72
2.2 Documentation of Deficiencies		\$0.00		\$0.00		\$0.00	12.00	\$1,840.44		\$0.00	16.00	\$2,253.92		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	28.00	\$4,094.36
2.3 Qualitative Assessment of Operations		\$0.00		\$0.00		\$0.00	8.00	\$1,226.96		\$0.00	16.00	\$2,253.92		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	24.00	\$3,480.88
2.4 Lighting Analysis		\$0.00		\$0.00	60.00	\$10,872.00	100.00	\$15,337.00		\$0.00	30.00	\$4,226.10	100.00	\$10,766.00		\$0.00		\$0.00		\$0.00		\$0.00	290.00	\$41,201.10
Subtotal	-	\$0.00	-	\$0.00	60.00	\$10,872.00	128.00	\$19,631.36	-	\$0.00	78.00	\$10,987.86	100.00	\$10,766.00	-	\$0.00	-	\$0.00	48.00	\$1,611.84	-	\$0.00	414.00	\$53,889.06
3. Volumes and LOS Analysis																								
3.1 Perform Traffic Growth		\$0.00		\$0.00		\$0.00	2.00	\$306.74		\$0.00	8.00	\$1,126.96		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	10.00	\$1,433.70
3.2 Perform Synchro/ HCS Analyses		\$0.00		\$0.00		\$0.00	16.00	\$2,453.92		\$0.00	40.00	\$5,634.80		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	56.00	\$8,088.72
3.3 Operational Analysis of Recommendations		\$0.00		\$0.00		\$0.00	16.00	\$2,453.92		\$0.00	32.00	\$4,507.84		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	48.00	\$6,961.76
3.4 Summary/ Documentation of LOS Analyses		\$0.00		\$0.00		\$0.00	8.00	\$1,226.96		\$0.00	12.00	\$1,690.44		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	20.00	\$2,917.40
Subtotal	-	\$0.00	-	\$0.00	-	\$0.00	42.00	\$6,441.54	-	\$0.00	92.00	\$12,960.04	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	134.00	\$19,401.58
4. Safety Analysis																								
4.1 Analyze Crash History		\$0.00		\$0.00		\$0.00	8.00	\$1,226.96		\$0.00	24.00	\$3,380.88		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	32.00	\$4,607.84
4.2 Collision Summaries; Collision Diagram		\$0.00		\$0.00		\$0.00	4.00	\$613.48		\$0.00	8.00	\$1,126.96	10.00	\$1,076.60	40.00	\$3,082.00		\$0.00		\$0.00		\$0.00	62.00	\$5,899.04
4.3 Alternatives Analysis		\$0.00		\$0.00		\$0.00	8.00	\$1,226.96		\$0.00	16.00	\$2,253.92		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	24.00	\$3,480.88
Subtotal	-	\$0.00	-	\$0.00	-	\$0.00	20.00	\$3,067.40	-	\$0.00	48.00	\$6,761.76	10.00	\$1,076.60	40.00	\$3,082.00	-	\$0.00	-	\$0.00	-	\$0.00	118.00	\$13,987.78
5. Multimodal Analysis																								
5.1 JTA Transit Infrastructure Inventory and Review		\$0.00		\$0.00		\$0.00	8.00	\$1,226.96		\$0.00	8.00	\$1,126.96		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	16.00	\$2,353.92
5.2 Sidewalk Inventory		\$0.00		\$0.00		\$0.00	4.00	\$613.48		\$0.00	8.00	\$1,126.96		\$0.00		\$0.00		\$0.00	16.00	\$537.28		\$0.00	28.00	\$2,277.72
5.3 Analysis and Recommendations		\$0.00		\$0.00		\$0.00	8.00	\$1,226.96		\$0.00	16.00	\$2,253.92		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	24.00	\$3,480.88
5.4 Mid-Block Analyses		\$0.00		\$0.00		\$0.00	8.00	\$1,226.96		\$0.00	24.00	\$3,380.88		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	32.00	\$4,607.84
Subtotal	-	\$0.00	-	\$0.00	-	\$0.00	28.00	\$4,294.36	-	\$0.00	56.00	\$7,888.72	-	\$0.00	-	\$0.00	-	\$0.00	16.00	\$537.28	-	\$0.00	100.00	\$12,720.36
6. Report																								
6.1 Prepare Draft Report		\$0.00		\$0.00		\$0.00	12.00	\$1,840.44		\$0.00	32.00	\$4,507.84		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	44.00	\$6,348.28
6.2 Address COJ Comments on Draft		\$0.00		\$0.00		\$0.00	8.00	\$1,226.96		\$0.00	16.00	\$2,253.92		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	24.00	\$3,480.88
6.3 Preparation of Final Report		\$0.00		\$0.00		\$0.00	4.00	\$613.48		\$0.00	8.00	\$1,126.96		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	12.00	\$1,740.44
Subtotal	-	\$0.00	-	\$0.00	-	\$0.00	24.00	\$3,680.88	-	\$0.00	56.00	\$7,888.72	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	80.00	\$11,569.60
7. Management, Coordination, Outreach																								
7.1 Project Management		\$0.00	16.00	\$3,240.32		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	16.00	\$3,240.32
7.2 Progress Meetings		\$0.00		\$0.00		\$0.00	12.00	\$1,840.44		\$0.00	12.00	\$1,690.44		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	24.00	\$3,530.88
7.3 Agency Coordination		\$0.00		\$0.00		\$0.00	16.00	\$2,453.92		\$0.00	32.00	\$4,507.84		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	48.00	\$6,961.76
7.3 QA/QC	4.00	\$855.48	8.00	\$1,620.16	24.00	\$4,348.80	8.00	\$1,226.96		\$0.00	8.00	\$1,126.96		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	52.00	\$9,178.36
Subtotal	4.00	\$855.48	24.00	\$4,860.48	24.00	\$4,348.80	36.00	\$5,521.32	-	\$0.00	52.00	\$7,325.24	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	140.00	\$22,911.32
4.00	\$855.48	24.00	\$4,860.48	84.00	\$15,220.80	340.00	\$52,145.80	-	\$0.00	434.00	\$61,137.58	130.00	\$13,995.80	140.00	\$10,787.00	64.00	\$3,479.04	96.00	\$3,223.68	-	\$0.00	1,316.00	\$165,705.66	

Total Basic Activity Costs	\$165,705.66
Total Subconsultant Activity Costs	-
Total (Lump Sum Amount)	\$165,705.66
Prime Consultant: Metric Engineering (Lump Sum Amount)	\$165,705.66
Subconsultant:	-
Subconsultant:	-
Grand Total (Lump Sum Amount)	\$165,705.66