



METROPOLITAN PLANNING ORGANIZATION

Commissioner Susan Adams
Commissioner Joseph E. Flescher
Commissioner Tim Zorc
Commissioner Peter D. O'Bryan
Commissioner Bob Solari
Bob McPartlan- *City of Sebastian*
Ed Dodd - *City of Sebastian*

*Linda Kinchen- City of Sebastian, **Alternate***

Tiffany Justice- *IRC School Board*

Jacqueline Rosario -IRC School Board,

Alternate

Laura Moss -*City of Vero Beach*

Anthony Young -*City of Vero Beach*

*Vacant -City of Vero Beach, **Alternate***

Sara Savage -*City of Fellsmere*

*Joel Tyson-City of Fellsmere, **Alternate***

Non-voting Ex-Officio Member

Harold Ofstie-*Town of Orchid*

FDOT District 4 Representative

Bob Auwaerter – MPO Chairman

AGENDA

The Metropolitan Planning Organization (MPO) will meet at 10:00 AM on Wednesday March 13, 2019 in Conference Room B1-501, County Administration Building B, 1800 27th Street, Vero Beach.

1) Call to Order

2) Pledge of Allegiance

3) Approval of Minutes

February 13, 2019

Action Required

4) Status Report of MPO Advisory Committees

No Action Required

5) Review of Progress Report and Reimbursement Invoice #2 for the 2018/19 Local Program Administrative Support Grant

Action Required

6) Consideration of a Proposed Scope of Services for Preparation of the Indian River County MPO 2045 Long Range Transportation Plan (LRTP).

Action Required

7) Transportation Systems Management and Operations (TSM&O) Master Plan Presentation

No Action Required

8) FDOT Presentation on I-95 Master Plan

No Action Required

9) Other Business

10) Comments from the Public

11) Adjournment

Next Meeting: MPO –May 8, 2019; 10:00 AM; Conference Room B1-501.

To view the MPO Agenda packet on-line please go to the following link:

<http://www.ircgov.com/Boards/MPO/2019/agendas/MPO031319A.pdf>

If you have any questions concerning the items on this agenda, please contact MPO staff at (772) 226-1455. Anyone who may wish to appeal any decision which may be made at this meeting will need to ensure that a verbatim record of the proceeding is made, which includes the testimony and evidence on which the appeal is based. Anyone who needs a special accommodation for this meeting must contact the County's Americans with Disabilities Act (ADA) Coordinator at 772 226-1223 at least 48 hours in advance of the meeting. For complaints, questions or concerns about civil rights or nondiscrimination; or for special requests under the American with Disabilities Act, please contact: Phil Matson, Title VI Coordinator at (772) 226-1455 or pmatson@ircgov.com.

Except for those matters specifically exempted under State Statute and Local Ordinance, the Committee shall provide an opportunity for public comment prior to the undertaking by the Committee of any action on the agenda. Public comment shall also be heard on any proposition which the Committee is to take action which was either not on the agenda or distributed to the public prior to the commencement of the meeting. Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact Phil Matson at (772) 226-1455 or pmatson@ircgov.com at least seven days prior to the meeting.

METROPOLITAN PLANNING ORGANIZATION

A meeting of the Indian River County (IRC) Metropolitan Planning Organization (MPO) was held at 10:00 AM on Wednesday, February 13, 2019, in the County Administration Building "B", Room B1-501, 1800 27th Street, Vero Beach, Florida.

Note: Audio and video recordings of the meeting can be found at <http://www.ircgov.com/Boards/MPO/2019.htm>

MPO members present were: IRC Commissioners: **Commissioner Susan Adams**, District 1; **Commissioner Joseph Flescher**, District 2; **Commissioner Tim Zorc**, District 3; **Commissioner Peter O'Bryan**, District 4; **Commissioner Bob Solari**, District 5; **Chairman Bob McPartlan**, Council Member, City of Sebastian; **Linda Kinchen** (alternate), Council Member, City of Sebastian; **Sara Savage**, Vice-Mayor, City of Fellsmere; **Laura Moss**, Council Member, City of Vero Beach; **Tiffany Justice**, IRC School Board; **Bob Auwaerter**, Vice Mayor, Town of Indian River Shores; **Christine Fasiska**, **Mira Skoroden**, FDOT (non-voting advisors).

Absent was: **Ed Dodd**, Council Member, City of Sebastian; **Hal Ofstie**, Town of Orchid (non-voting member); **Vacant**, Council Member, City of Vero Beach;

IRC staff present were; **Rich Szyrka**, IRC Public Works Director; **Stan Boling**, IRC Community Development Director; **Phil Matson**, IRC MPO Director; **Brian Freeman**, MPO Senior Planner; and **Sharon Schalm**, MPO Staff Assistant 3/ Recording Secretary.

Also present were: **Kristina Morrow**, **Sheng "Sam" Young**, **Brent Lee-Shue-Ling**, CTS Engineering; **Bolivar Gomez**, Martin County MPO; **Victoria Williams**, FDOT Turnpike, MPO Liaison; **Dan Hiden**, FDOT; **Ron Lambert**, Real Estate Broker; **Gary Beatty**, **Mike Madsen**, Concerned Citizen.

Call to Order

Chairman McPartlan called the meeting to order at 10:05 AM.

MPO Annual Election of Officers

Chairman McPartlan asked for nominations for 2019 MPO Chairman and Vice-Chairman.

ON MOTION by Tiffany Justice, SECONDED by Commissioner

Flescher the members voted (8-0) to elect Vice Mayor Bob Auwaerter as Chairman of the Metropolitan Planning Organization for 2019.

ON MOTION by Commissioner Solari, SECONDED by Tiffany Justice, the members voted (8-0) to elect Commissioner Flescher as Vice Chairman of the Metropolitan Planning Organization for 2019.

Approval of Minutes of the MPO Meeting of December 12, 2018

Action Required

Chairman Auwaerter asked if there were any additions or corrections to the MPO minutes of December.

ON MOTION BY Commissioner Solari, SECONDED by Council Member McPartlan, the members voted (8-0) to approve the minutes of the Metropolitan Planning Organization of December 12, 2018, as presented.

Status Report of Other MPO Advisory Committees

No Action Required

Mr. Matson reviewed his memorandum, dated February 5, 2019, included in the agenda packet and on file in the MPO Office. He noted that Indian River County was designated as a Bronze Level by the League of American Bicyclists and was seeking a Silver Level. Discussion took place concerning achievement of that goal. Commissioner O'Bryan requested MPO staff to present information concerning a recent bike accident on A1A at the next MPO meeting.

Commissioner Adams arrived at 10:10 AM, Council Member Savage and Commissioner Zorc arrived at 10:15 AM.

Adoption of MPO Safety Performance Targets

Action Required

Mr. Freeman, MPO Senior Planner, gave a PowerPoint presentation, a copy of which is on file in the MPO office. He explained that FDOT required Metropolitan Planning Organizations (MPOs) to implement performance and outcome-based planning practices. Mr. Freeman explained that, according to that legislation, States and MPOs are to invest resources in projects to achieve individual targets in strategic areas that collectively will make progress toward national goals. He further explained that Performance targets for one strategic area, Safety, must be adopted by the MPO Board on an annual basis and according to FDOT, this year's deadline for adoption is February 27, 2019.

Mr. Freeman noted that the MPO had two options with respect to adoption of Safety Targets: Adopt FDOT safety targets of Vision Zero or develop its own targets. He explained that adopting the state's aspirational targets demonstrated consistency with the majority of MPO's (including those in our area) and with FDOT and MPO Safety Plans.

ON MOTION BY Commissioner Flescher, SECONDED BY Commissioner Zorc, the members voted (10-1), with Commissioner Solari abstaining, to recommend approval of adopting the State's Safety Performance Targets, as presented

FDOT Presentation on US 1 Multimodal Corridor Study

No Action Required

Mr. Matson explained that US 1 continues to be the main north-south transportation route linking Indian River, St. Lucie, and Martin Counties. He noted that a multimodal corridor study was being undertaken by FDOT to ensure efficient US 1 operations throughout the three-county area. He introduced Ms. Skoroden, liaison for FDOT District Four, who gave a brief summary concerning the study being done. She introduced Kristina Morrow, Sam Yang and Brent Lee Shue-Ling of CTS Engineering, who together gave a Power Point presentation, a copy of which is on file in the MPO office. Mr. Yang discussed the area of study, how data was collected, the level of service and intersections with failing LOS, Multimodal on the corridor, high crash locations, seasonal factors, aging roadway users, programmed improvements, Streetlight data gathered through GPS, and Right of Way (ROW) on the corridor. Ms. Morrow discussed documents they reviewed during the study and TDM strategy suggestions. She also noted that feedback was provided by the study advisory committees, made up of members from Sebastian, Vero Beach, MPO, FDOT, Wabasso and Gifford. Mr. Shue-Ling discussed corridor wide lower cost and short term improvements. Discussion ensued concerning safety measures such as flashers being timed appropriately, adding turn lanes, synchronizing lights, and crash data.

This was an informational presentation with no action needed.

Oslo Road Project Update

No Action Required

Mr. Matson explained that, a new grant program, the Infrastructure for Rebuilding America (INFRA) program, was established through the FAST Act signed into law in 2016. He noted that USDOT is now seeking applicants for its second round of grant funding and that the INFRA grant program "provides dedicated, discretionary funding for projects that address critical issues facing our nation's highways and bridges." He explained that projects will be funded at up to 60% through the INFRA program and the minimum project size is \$25 Million. Mr. Matson also explained that, in an effort to advance the Oslo Road Interchange and leverage money for other projects in Indian River County and throughout the District, FDOT is requesting INFRA grant funds for that project.

Mr. Matson stated that it is one of only 3 applications being submitted in the state and through the MPO's efforts on the statewide MPO Advisory Council, the project received an endorsement from the MPO Staff Director's group at the January 30th, 2019 meeting. Mr. Matson noted that staff had also provided items to FDOT in support of its INFRA grant request.

Aviation Boulevard Extension Update

No Action Required

Mr. Matson gave a power point presentation, a copy of which is located in the MPO office. He noted that 37th Street was a vital corridor as it is the primary point of access to the Cleveland Clinic Indian River Hospital. He explained that 37th Street was approaching capacity and when vested trips are considered, together with existing traffic volumes, 37th Street was at approximately 90% of its adopted level of service. He noted that the widening of 37th Street presents a number of challenges, including cost and disruption of hospital and emergency traffic.

Mr. Matson noted that there are three alternatives. He explained that one alternative which had been considered by staff was to develop a new 2-lane roadway connecting the intersection of Aviation Boulevard/US 1 to 37th Street at Hugh McCrystal Drive near the west entrance to the hospital, and another new, 2-lane road extending from 37th Street to 41st Street.

Mr. Matson noted that County and MPO staff met with the Indian River County Hospital District on January 17th, 2019 and discussed the three alternatives. He explained that, at that time, the District approved the concept and agreed to work with County staff in preparing a draft right-of-way agreement between the District and the County.

Other Business

Mr. Matson introduced Ms. Williams, MPO Liaison for the FDOT Turnpike, who gave an update on SR60 to SR441 at the FL Turnpike entrance. She noted that the Osceola County project number was 441036-1 and website was located at: cflroads.com.

Ms. Justice noted that the School Board had not yet selected a member for the MPO Citizen's Advisory Committee (CAC) and that the Board had someone in mind. Mr. Matson explained the importance of the CAC and thanked them for working toward filling the vacancy.

Comments from the Public

There were none.

Adjournment

There being no further business, the meeting adjourned at 11:30 AM.

INDIAN RIVER COUNTY, FLORIDA

MEMORANDUM

TO: Members of the Indian River County Metropolitan Planning Organization (MPO)

THROUGH: Stan Boling, AICP
Community Development Director

FROM: Phillip J. Matson, AICP
MPO Staff Director

DATE: March 6, 2019

SUBJECT: **Status Report of MPO Advisory Committees**

It is requested that the information presented herein be given formal consideration by the Metropolitan Planning Organization at its meeting of March 13, 2019.

TAC MEETING

The TAC met on February 22, 2019 and reviewed the 2045 LRTP Scope of Services. The TAC recommended that the MPO approve the Scope of Services.

CAC MEETING

The CAC met on March 5, 2019. At the meeting, the CAC reviewed the 2045 LRTP Scope of Services and recommended that the MPO approve the Scope of Services.

UPCOMING MEETINGS

The MPO and its advisory committees will next meet as follows:

CAC Meeting: May 7, 2019 – 2:00 pm
MPO Meeting May 8, 2019– 10:00 am
TAC Meeting: April 26, 2019 – 10:00 am
BAC Meeting: April 23, 2019 – 2:00 pm

INDIAN RIVER COUNTY, FLORIDA

M E M O R A N D U M

TO: Members of the Indian River County Metropolitan Planning Organization (MPO)

THROUGH: Stan Boling, AICP
Community Development Director

Phillip J. Matson, AICP
MPO Staff Director

FROM: Brian Freeman, AICP
Senior Transportation Planner

DATE: March 5, 2019

SUBJECT: **Review of Progress Report and Reimbursement Invoice #2 for the 2018/19 Local Program Administrative Support Grant**

It is requested that the data herein presented be given formal consideration by the Indian River County Metropolitan Planning Organization (MPO) at its meeting of March 13, 2019.

DESCRIPTION AND CONDITIONS

It is required, as part of the Transportation Disadvantaged (TD) Local Program Administrative Support Grant contract between the Indian River County Metropolitan Planning Organization (MPO) as the Designated Official Planning Agency (DOPA) and the State of Florida Commission for the Transportation Disadvantaged (CTD), that periodic progress reports and reimbursement invoices be submitted. To comply with the CTD's requirements, staff has prepared a progress report and invoice for the period from October 1, 2018 to December 31, 2018.

The attached invoice and progress report represent the second quarter of the 2018/19 local program administrative support grant period. This progress report and applicable finished products, such as the Local Coordinating Board (LCB) meeting agenda items, CTC reports, etc., are required to accompany all reimbursement invoices.

Attached is a copy of invoice #2 and the quarterly progress report. This report, along with the appropriate supporting documents, will be submitted to the CTD upon MPO/DOPA approval.

On February 28, 2019, the TDLCB reviewed the quarterly progress report and recommended approval by the MPO.

RECOMMENDATION

The staff recommends that MPO approve the Local Program Administrative Support Grant Progress Report and Invoice #2.

Attachment

1. Progress Report and Reimbursement Invoice #2, 2018/19 Local Program Administrative Support Grant.

**Local Program Administrative Support Grant Agreement Tasks
Quarterly Progress Report**

Local Program Administrative Support Program Agency	Indian River MPO	County	Indian River
		Invoice #	2
Reporting Period	10/1/2018 - 12/31/2018	Grant #	GOY13

I	PROGRAM MANAGEMENT	PROGRESS
A.	Develop and maintain a process for the appointment and reappointment of voting and non-voting members to the local coordinating board. (41-2.012, FAC)	Consistent with the requirements of Rule 41-2, FAC, the county maintained its TDLCB appointment and reappointment process.
B.	Prepare agendas for local coordinating board meetings consistent with the <i>Local Coordinating Board and Planning Agency Operating Guidelines</i> . (Task 2)	During the Reporting Period, staff prepared the agenda and agenda items for the November 15, 2018 TDLCB meeting.
C.	Prepare official minutes of local coordinating board meetings regardless of a quorum) and submit a copy along with the quarterly report to the Commission. For committee meetings, prepare minutes in the form of a brief summary of basic points, discussions, decisions, and recommendations to the full board. Keep records of all meetings for at least five years. (Task 2)	During the Reporting Period, staff prepared the agenda and agenda items for the November 15, 2018 TDLCB meeting.
D.	Provide at least one public workshop annually by each local coordinating board, and assist the Commission, as requested, in co-sponsoring public workshops. This public workshop must be in addition to the local coordinating board meetings. It may, however, be held in conjunction with the scheduled local coordinating board meeting (immediately following or prior to the local coordinating board meeting). (Task 3)	No Activity During the Reporting Period
E.	Provide staff support for committees of the local coordinating board. (Task 2)	Staff support provided as needed.
F.	Develop and update annually by-laws for local coordinating board approval. Approved by-laws shall be submitted to the Commission. (Task 4)	No Activity During the Reporting Period
G.	Develop, annually update, and implement local coordinating board grievance procedures in accordance with the Commission guidelines. Procedures shall include a step within the local complaint and/or grievance procedure that advises a dissatisfied person about the Commission's Ombudsman Program. A copy of the approved procedures shall be submitted to the Commission. (Task 5)	No Activity During the Reporting Period
H.	Provide the Commission with a current membership roster and mailing list of local coordinating board members. The membership roster shall be submitted with the first quarterly report and when there is a change in membership. (Task 2)	Membership roster and mailing list updated as needed.
I.	Provide public notice of local coordinating board meetings and local public workshops in accordance with the <i>Coordinating Board and Planning Agency Operating Guidelines</i> . (Task 2)	Public notices were provided. For the Reporting Period, the TDLCB meeting date was published in the local newspaper in November 2018.
J.	Review and comment on the Annual Operating Report for submittal to the local coordinating board, and forward comments/concerns to the Commission for the Transportation Disadvantaged. (Task 6)	The Annual Operating Report was reviewed and approved by the TDLCB at its November 15, 2018 meeting.
K.	Report the actual expenditures (AER) of direct federal and local government transportation funds to the Commission for the Transportation Disadvantaged no later than September 15th. (Task 7)	The report of actual expenditures was reviewed by the TDLCB at its August 23, 2018 meeting.

II. SERVICE DEVELOPMENT		PROGRESS
A.	Jointly, with the community transportation coordinator and the local coordinating board, develop the Transportation Disadvantaged Service Plan (TDSP) following CTD guidelines. (Task 1)	MPO and CTC staff are jointly preparing the Transportation Disadvantaged Service Plan (TDSP). The TDLCB reviewed a draft of the TDSP at its November 15, 2018 meeting.
B.	Encourage integration of “transportation disadvantaged” issues into local and regional comprehensive plans . Ensure activities of the local coordinating board and community transportation coordinator are consistent with local and state comprehensive planning activities including the Florida Transportation Plan. (427.015, FS)	Staff ensured integration of TD issues into planning documents. Staff also ensured activities of the TDLCB and the CTC were consistent with local and state comprehensive planning activities.
C.	Encourage the local community transportation coordinator to work cooperatively with regional workforce boards established in Chapter 445, F.S., and provide assistance in the development of innovative transportation services for participants in the welfare transition program. (427.0157, FS)	Staff encouraged the CTC to work with local WAGES coalition.

III. TECHNICAL ASSISTANCE, TRAINING, AND EVALUATION		PROGRESS
A.	Provide the LCB with quarterly reports of local TD program administrative support accomplishments as outlined in the grant agreement and any other activities related to the TD program. (Task 8)	For the Reporting Period, the TDLCB was provided with quarterly reports of TD planning accomplishments and activities.
B.	Attend at least one Commission-sponsored training , including but not limited to, the CTD’s regional meetings, the CTD’s annual training workshop, or other sponsored training. (Task 9)	MPO staff attended the CTD’s annual training workshop on October 16-17, 2018.
C.	Attend at least one CTD meeting each year within budget/staff/schedule availability.	MPO staff participated in the CTD teleconference meeting on August 31, 2018.
D.	Notify CTD staff of local TD concerns that may require special investigations.	Planning Staff coordinated with the CTD staff as needed.
E.	Provide training for newly-appointed LCB members. (Task 2)	Planning Staff coordinated with the CTD staff as needed.
F.	Provide assistance to the CTC, purchasing agencies, and others, as needed, which may include participation in, and initiating when necessary, local or regional meetings to discuss TD needs, service evaluation and opportunities for service improvement.	Planning staff coordinated with the CTC on a regular basis and provided technical assistance as needed.
G.	To the extent feasible, collect and review proposed funding applications involving “TD” funds consistent with Chapter 427, F.S., and Rule 41-2, F.A.C., and provide recommendations to the LCB. (427.0157, FS)	Applicable TD funding applications completed and submitted to the appropriate agencies.
H.	Assist the CTD in joint reviews of the CTC.	No Activity During the Reporting Period
I.	Ensure the LCB annually reviews coordination contracts to advise the CTC whether the continuation of said contract provides the most cost effective and efficient transportation available, consistent with Rule 41-2, F.A.C.	Coordination contracts have been reviewed by the TDLCB as needed.
J.	Implement recommendations identified in the CTD’s QAPE reviews.	No Activity During the Reporting Period

Other Items of Development and Update in accordance with Laws, Rules, and Commission policy:

NA

By submission of this Quarterly Report, the information provided is accurate and accountable and corresponds with the activities for this quarter.

Representative

3/5/19
Date

Indian River County MPO

1801 27th Street, Vero Beach, FL 32960

INVOICE

DATE: 3/13/2019
INVOICE #: 2
VENDOR ID: 59-6000674

BILL TO

Senior Resource Association, Inc.
694 14th Street
Vero Beach, FL 32960
772-569-0760

CTC Local Program Administrative Support**Quarter 2: Services & Deliverables**

DESCRIPTION	AMOUNT
Contracted Services for Local Planning Administrative Support	Billed This Period
1: TDSP	\$0.00
2: LCB Mtgs	\$2,706.36
3: Public Workshop	\$0.00
4: By-Laws	\$0.00
5: Grievance Procedures	\$0.00
6: AOR Review	\$1,127.65
7: AER	\$0.00
8: Quarterly Prog Rprt	\$281.91
9: Training Workshop	\$1,127.65
TOTAL	\$5,243.57

Make Checks Payable to:

Indian River County

1801 27th Street, Vero Beach, FL 32960
Phone No. (772)226-1990

INDIAN RIVER COUNTY, FLORIDA

M E M O R A N D U M

TO: Members of the Indian River County Metropolitan Planning Organization (MPO)

THROUGH: Stan Boling, AICP
Community Development Director

FROM: Phillip J. Matson, AICP
MPO Staff Director

DATE: March 7, 2019

SUBJECT: **Consideration of a Proposed Scope of Services for Preparation of the Indian River County MPO 2045 Long Range Transportation Plan (LRTP)**

It is requested that the information presented herein be given formal consideration by the Indian River County MPO at the meeting of March 13, 2019.

SUMMARY

State and Federal regulations require that the MPO prepare a 2045 update to its adopted 2040 Long Range Transportation Plan (LRTP) by January 1, 2020. Consistent with that requirement, staff has prepared the attached draft Scope of Services for this project (Attachment 1). The scope provides a detailed methodology to be utilized by the MPO's consultant in preparing the 2045 plan update. Federal and state regulations require the consideration of several factors in the plan update process, and these factors are incorporated in the draft Scope of Services. One new area of emphasis is Performance Monitoring (PM), and the scope has been drafted to incorporate achievement of PM targets in the final plan. Staff recommends that the MPO review the draft Scope of Services, make any necessary changes to the scope, approve the Scope of Services, and issue a Work Order to the MPO's General Planning Consultant, Kimley-Horn and Associates.

DESCRIPTION AND CONDITIONS

In 1993, the MPO prepared its first ever Long Range Transportation Plan (LRTP), the 2020 LRTP. That plan became the basis for the MPO's first Transportation Improvement Programs (TIP) and through the TIP process, resulted in a large number of projects that have enabled the County to maintain its level of service and provide mobility for its citizens. Since 1993, the LRTP has been updated at roughly five-year intervals, with the MPO adopting its most recent update, the 2040 LRTP, in December of 2015.

ANALYSIS

Preparing the LRTP is a multiyear effort that will require significant funding expenditures. Currently, funding for this project is programmed in the MPO's current adopted FY 2018/19 – 2019/20 UPWP. As indicated in the MPO's UPWP, the MPO will utilize the services of a consultant to perform the plan update. To that end, MPO staff has prepared the attached draft Scope of Services for this project (Attachment 1).

The draft Scope of Services provides a detailed methodology to be utilized by the consultant in preparing the 2045 plan update. This process involves several activities. These include:

- collecting and analyzing transportation data;
- using the TCRPM model to project deficiencies and transportation needs through 2045;
- using the model to perform alternatives testing and analysis of alternative scenarios;
- assessing the impact of transit improvements, land use policy changes, Autonomous, Connected, Electric, and Shared (ACES) technologies, and other factors on the identified alternatives;
- projecting 2045 transportation revenues and costs;
- preparing goals, objectives, and policies; and
- developing the 2045 needs and cost feasible plans.

Other factors which will be integrated into the long range plan update effort include the MPO's previous transit, bicycle/pedestrian, and congestion management process (CMP) planning efforts. In addition, the development of the LRTP will require extensive coordination with partner agencies such as the Treasure and Space Coast T/MPOs, FDOT, and the Treasure Coast Regional Planning Council (TCRPC).

On February 22, 2019, the TAC considered the LRTP Scope of Services and recommended that the MPO approve the LRTP Scope of Services. On March 5, 2019, the CAC considered the Scope and also recommended that the MPO approve the Scope.

RECOMMENDATION

Staff recommends that the MPO review the draft Scope of Services, make any necessary changes to the scope, approve the Scope of Services, and issue a Work Order to the MPO's General Planning Consultant, Kimley-Horn and Associates.

ATTACHMENTS

1. Indian River County MPO 2045 Long Range Transportation Plan proposed Scope of Services

SCOPE OF SERVICES

INDIAN RIVER COUNTY MPO LONG RANGE TRANSPORTATION PLAN 2045 UPDATE

BACKGROUND

As a result of the 1990 Census, it was determined that the population of the City of Vero Beach and the surrounding densely populated area exceeded 50,000. Therefore, this area was designated as an urbanized area and the Indian River County MPO was formed by interlocal agreement in 1993. The MPO's first Long Range Transportation Plan (2020 LRTP) was adopted in June 1995. Subsequent updates were adopted at five-year intervals, with the most recent update being the 2040 LRTP update (December, 2015).

The 2045 LRTP update will be a cooperative effort between the Indian River County MPO, FDOT District Four, and the Consultant, with input from the MPO's regional partners (the St. Lucie, Martin, and Space Coast T/MPOs.) The 2045 LRTP Update will be developed consistent with appropriate requirements outlined in the Moving Ahead for Progress in the 21st Century Act (MAP-21) and the Fixing America's Surface Transportation (FAST) Act and requirements stipulated by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Florida Department of Transportation (FDOT). The LRTP will be multimodal in nature including highway, transit, freight, and pedestrian and bicycle facilities of both local and regional significance. Finally, the LRTP will consider Autonomous, Connected, Electric and Shared vehicle planning concepts.

STUDY AREA BOUNDARY

For this scope of services, the study area encompasses the Indian River County MPO's designated metropolitan planning area and areas impacting travel entering the urbanized area. The study area includes the County's five incorporated municipalities (Sebastian, Vero Beach, Fellsmere, Indian River Shores, and Orchid) and the rural and transitioning areas west of I-95.

PURPOSE

The purpose of this study is to develop the Indian River County MPO's adopted 2045 Long Range Transportation Plan by identifying a list of cost feasible transportation improvements for the 2045 horizon year. This effort will make use of previously developed preferred land use scenario and associated future year socio-economic data sets with adjustments by the MPO staff, identifying future transportation deficiencies, preparing a needs assessment, projecting financial revenues and expenditures, and developing a 2045 cost feasible plan. Other Consultant tasks associated with this study involve conducting a public participation process; preparing graphic illustrations and GIS maps;

revising the MPO's priority project selection methodology; and other tasks. Details of the Indian River County MPO 2045 LRTP Update project tasks are provided below.

TASK 1 – PUBLIC PARTICIPATION

1.1 Public Involvement Plan

The Consultant shall develop a public involvement plan (PIP) for using during the 2045 LRTP Update. The PIP will be consistent with the Indian River MPO's Public Participation Plan and will identify efforts to involve minorities, low income communities, and other groups that may be underrepresented in the transportation planning process. The Consultant will identify the opportunities for use of internet and social media during the 2045 LRTP Update process. The Consultant shall submit the draft PIP for review by MPO staff.

1.2 Public Participation Strategies

The Consultant shall develop specific strategies to execute the PIP that promotes broad dialogue and continuing involvement of the citizens and stakeholders in the LRTP process. The key public participation events are listed below.

- Three (3) workshops will be conducted during the alternatives analysis phase (Task 5.5) and two (2) workshops during the development of the final LRTP (Task 9.2). Workshop locations will be identified and reserved by the MPO staff. Locations should be throughout the county and should include locations in communities traditionally underserved by existing transportation systems (Title VI). All workshop locations must comply ADA accessibility requirements.
- The draft LRTP plan adoption documents will be made available for public review and comments prior to the adoption of the 2045 LRTP Update.
- The Consultant will provide information suitable for posting on the MPO's Website for the LRTP Update.
- Presentations will be given to the MPO's Governing Board, joint Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC) at the completion of (or during) Tasks 5, 8, and 9. These meetings will provide additional opportunities for public participation.
- A total of 5 key person interviews are anticipated during the 2045 LRTP Update. These meeting will be conducted to obtain input from project stakeholders. Elected officials representing individuals/groups traditionally underserved by existing transportation systems and staff from agencies providing transportation services should be among the people interviewed.
- The LRTP development process will be coordinated with the adjacent MPOs. The IRC MPO staff will take a lead role on this coordination with support by the Consultant.
- Announcements formatted for MPO distribution via Social Media

1.2.1 Project Website

The MPO shall maintain the project specific website established for the 2040 plan. This website will provide an overview of the LRTP process, MPO's roles and responsibilities, maps and presentations, key results of interim tasks, and the draft final plan for public review. The Consultant shall provide the draft documents for publication in the MPO's project specific website. MPO staff shall utilize the website to conduct an online survey during the alternatives analysis phase to obtain the citizens' input on the needs and priorities. The number of visitors to the website will be reported by the MPO. The MPO shall update the website throughout the development of the 2045 LRTP Update to disseminate current and timely information.

1.3 Regional Coordination Procedures

The MPO staff shall coordinate the LRTP activities with adjacent jurisdictions regarding facilities at the county boundaries. Specifically, the MPO staff shall coordinate with the other MPO's, including the Martin, St. Lucie, and Space Coast T/MPO's to obtain ZDATA, Needs Assessments and studies, and share intermediate and end products of Indian River 2045 LRTP Update that are appropriate for review by those entities.

1.4 Meeting Announcement Procedures

The Consultant will coordinate with MPO staff to make use of local media to maximize public awareness of the LRTP update and obtain citizen participation. Techniques to be deployed shall include, but not be limited to, press releases; radio and television advertisements; flyers; and print advertisements. The Consultant will prepare materials for use by the MPO staff.

1.5 Task Documentation

The Consultant shall prepare a LRTP report chapter summarizing the work effort in Task 1; as well as prepare a Technical Support Appendix summarizing the citizens' input. The draft chapter and Technical Appendix will be transmitted to the MPO for review and approval. The Consultant shall prepare the PIP.

TASK 2 – LAND USE AND SOCIOECONOMIC DATA DEVELOPMENT

The MPO plans to utilize the preferred land use scenario developed during the 2040 LRTP Update. Therefore, land use visioning is not included in this scope. As an alternative, the MPO will undertake scenario planning with an emphasis on the effects of varying timeframes of ACES technologies on travel and infrastructure demand.

2.1 Future Year Population Estimates

MPO staff shall review and analyze population projections based on Bureau of Economic and Business Research (BEBR) high, midrange, and low-growth estimates for year 2045. MPO staff shall select the appropriate growth scenario and assign population, employment, school enrollment, and hotel/motel units to the Traffic Analysis Zones (TAZ) per the 2045 preferred land use alternative.

2.2 Socioeconomic Data Development

MPO staff shall develop a socio-economic data set based on the approved population forecasts and the preferred scenario. The ZDATA will be developed based on the Traffic Analysis Zone (TAZ) structure of the GTCRPM four-step planning model by MPO staff. The Consultant will review the socioeconomic data and participate in one conference call. MPO staff shall present the ZDATA to the CAC/TAC for review and approval.

2.3 Kickoff Meeting

The Consultant shall conduct an LRTP kick-off teleconference. The Consultant shall provide staff with a summary of the PIP, public involvement strategies, and a discussion of socioeconomic data forecast results. The Consultant shall incorporate the input received from the MPO committees.

2.4 Task Documentation

MPO staff shall summarize the work effort in Task 2 in a memorandum and provide the memorandum to the Consultant. The Consultant shall prepare a LRTP report chapter summarizing the work effort in Task 2; as well as prepare a Technical Support Appendix summarizing the citizens' input as provided by the MPO staff. The draft chapter and Technical Appendix will be transmitted to the MPO for review and approval.

TASK 3 - STUDY AREA DATA REVIEW AND ANALYSIS

3.1 Review of Long Range and Comprehensive Plans

MPO staff shall coordinate with technical staff from Indian River County, municipalities, FDOT, and the Treasure Coast Regional Planning Council (TCRPC), and shall also coordinate with MPO advisory committee members, to collect and review all local, regional, and state long range transportation plans and comprehensive plans. The MPO shall review the following:

- Indian River County MPO 2040 Long Range Transportation Plan
- Indian River County Comprehensive Plan
- Indian River County Comprehensive Plan Evaluation and Appraisal Report (EAR)
- City of Vero Beach Comprehensive Plan
- City of Sebastian Comprehensive Plan
- City of Fellsmere Comprehensive Plan
- Town of Indian River Shores Comprehensive Plan
- Town of Orchid Comprehensive Plan

- Treasure Coast Regional Planning Council Strategic Regional Policy Plan
- Martin, St. Lucie, and Brevard County LRTPs
- FDOT Florida 2060 Transportation Plan
- Vero Beach Municipal Airport Master Plan Update
- Sebastian Municipal Airport Master Plan Update
- Treasure Coast Transportation Council (TCTC) 2045 Plan and Freight Plan

Key highlights and potential action items will be summarized by MPO staff and provided for use by the Consultant.

3.2 Review of Transportation Studies

MPO Staff shall review other local and regional transportation studies. Specifically, MPO staff shall review the following studies:

- 2018 Transit Development Plan Major Update
- Comprehensive Plan Transportation Element
- Indian River County Bike/Ped and Greenways Plans
- Truck Traffic Routing Plan
- Congestion Management Process
- Indian River County Transportation Disadvantaged Service Plan
- Wabasso and Gifford Neighborhood Plans
- FDOT and County Grade Crossing Plans
- I-95 Master Plan and TSM&O Plan
- US 1 Corridor Retrofit Study
- Martin, St. Lucie, and Brevard County TDPs
- FDOT Long Range and SIS Plans

Key highlights and potential action items will be summarized by MPO staff and provided for use by the Consultant.

3.3 Review of Federal and State Long Range Transportation Plan Requirements

The CONSULTANT shall review the following federal and state Long Range Transportation Plan guidelines:

- MAP-21 and FAST Act regulations
- FHWA, FTA, and FDOT guidelines for LRTP updates
- FHWA's and FDOT's comments regarding the MPO's 2040 LRTP
- The Florida Metropolitan Planning Organization Advisory Council (MPOAC) Governing Board's financial guidelines for 2045 LRTPs
- FDOT's Revenue Forecast Handbook
- FDOT's Guidance for Incorporating Performance Measures into the LRTP Process

- CUTR’s Review of LRTPs and Estimate of Statewide 2040 Metropolitan Area Financial Shortfall
- FDOT’s LRTP Citizen-Friendly Best Practices
- FHWA Volpe Center’s, Best Planning Practices: Metropolitan Transportation Plans

The Consultant shall develop a checklist to summarize key state and federal guidelines that need to be adhered during the LRTP development process. This checklist will be included in the final LRTP Technical Appendix to demonstrate the consistency. The results of this task will also be utilized during the development of goals, objectives, and performance measures.

3.4 Other Data Collection and Review

MPO staff will assist the Consultant in obtaining for review as appropriate the following data for the current year (unless otherwise specified):

- Crash data in GIS format and reports (current five years)
- Traffic counts (current five years)
- FDOT Five Year Work Program
- MPO Transportation Improvement Program
- MPO Priority Projects List
- Environmental surveys
- Transit quality and level of service (per TCQSM guidelines)
- Major freight stakeholders and routes
- Approved 2045 socio-economic data from the Space Coast, Martin, St. Lucie, and Palm Beach T/MPO’s
- Relevant GIS shapefiles

3.5 Data Analysis

Using the data and information obtained in Tasks 3.1-3.4, the Consultant shall perform a general analysis of the County’s transportation system. This analysis shall identify the major issues, trends, needs, and opportunities associated with the County’s transportation system.

3.6 Task Documentation

MPO staff shall document the results of Tasks 3.1 and 3.2 for inclusion in the LRTP report. The Consultant shall prepare a LRTP report chapter summarizing the conclusions from the work effort in Task 3; as well as prepare a Technical Support Appendix addressing the Study Area Data Review and Analysis. The draft chapter and Technical Appendix will be transmitted to the MPO for review and approval.

TASK 4. NEEDS ASSESSMENT

4.1 Model Preparation - Existing Plus Committed (E+C) Network

The Consultant and MPO staff will use the latest TCRPM activity-based model being developed by FDOT. That model will be accompanied by a set of Base-Year and Future-Year Socio-Economic data, the latter of which based on future population projections supplied by the Bureau of Economic and Business Research (BEBR). Since the 2045 BEBR estimates have only increased marginally above 2040 estimates; since there have been no annexations, major new developments, land use or political changes since 2015; and since the E+C Network developed for use in the 2040 model is still relevant with no new highway widening projects completed or underway since 2015, model preparation will be minimal and may consist simply of a quality review of the model network being developed by FDOT to verify the accuracy of network attributes. This E+C network, which shall form the base network for this study, shall be depicted in tabular and map (GIS) format. The E + C network will be coded by the Consultant.

4.2 Prepare Baseline Needs Network – Core Projects of the Adopted 2040 Cost Feasible Plan

The Consultant and MPO staff will review priority projects (defined as Core Projects) identified during the 2040 LRTP Update. After the review, the Consultant shall add the Core Projects as defined in the 2040 Cost Feasible Plan (with adjustments where appropriate) to the E+C network and perform a level of service analysis. The deficiencies identified in this step will form the basis for Needs analysis.

4.3 Task Documentation

Based on these model results, the Consultant shall prepare in tabular and map format the 2045 Needs network for inclusion in the LRTP report. The Consultant will also prepare sufficient Technical Support in an Appendix addressing the Needs Assessment. The summary tables and Technical Appendix will be transmitted to the MPO staff, who will provide this to the TAC/CAC, and MPO for review and approval.

TASK 5. TRANSPORTATION ALTERNATIVES DEVELOPMENT

5.1 Develop Preliminary 2045 LRTP Goals

MPO staff shall develop a set of preliminary goals for 2045 LRTP Update. The preliminary goals will guide the subsequent data analysis and will direct the development and evaluation of transportation improvement project alternatives. MPO staff will review the summary report prepared as part of Task 3.1 when developing the preliminary goals.

The preliminary goals shall address the social, economic, and environmental impacts of future transportation investments. The preliminary goals shall be consistent with and address the planning factors specified within CFR 23 450.306. These national planning factors are as follows:

(1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;

- (2) Increase the safety of the transportation system for motorized and non-motorized users;
- (3) Increase the security of the transportation system for motorized and non-motorized users;
- (4) Increase accessibility and mobility of people and freight;
- (5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and [State](#) and local planned growth and economic development patterns;
- (6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- (7) Promote efficient system management and operation;
- (8) Emphasize the preservation of the existing transportation system;
- (9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- (10) Enhance travel and tourism.

5.2 Develop Model Run Alternatives

Working with the MPO, the Consultant shall develop two alternative model run sets (cost feasible) for Year 2045. Recommendations from the Citizens Advisory Committee, the Technical Advisory Committee, the Bicycle and Pedestrian Advisory Committee, and the MPO Board will be reviewed and considered. The Florida Transportation Plan elements for District 4 will be reviewed and the MPO staff will also coordinate with adjacent Urban Area Studies (Martin, St. Lucie, and Brevard Counties) to obtain a complete set of inputs on future transportation alternatives.

The first alternative to be investigated will be determined jointly by the Consultant and MPO. Testing will be accomplished with the validated model. The Consultant will review these results with the MPO. Development of additional alternatives will be guided by the results of the previous review.

Potential transportation improvement projects shall be identified to address the following factors:

- Satisfying unmet travel demand documented in the needs network
- Addressing the 2045 LRTP goals

Capital investments and other measures necessary to maintain and operate the total transportation system must be assessed as part of each alternative. These include requirements for operational improvements, resurfacing, restoration and rehabilitation of existing and future major roadways, as well as operations, maintenance, modernization and rehabilitation of existing and future transit facilities. Other measures to make the most efficient use of existing transportation facilities to relieve vehicular congestion and enhance the mobility of people and goods will also be assessed.

5.3 Alternatives Testing

Once a series of transportation model run alternatives has been identified, the Consultant shall coordinate with MPO staff to test the model run alternatives. Transportation improvement project sets shall be tested according to the following criteria:

5.3.1 Transportation Impacts

The Consultant shall address the ability of the alternative model runs to:

- Address travel demand and mobility needs
- Address the community and preliminary 2045 LRTP goals and performance targets

In determining the extent to which each set addresses the 2045 LRTP goals, consideration shall be given to both the number of goals addressed as well as the extent to which each goal is addressed. Model run alternatives testing shall be based on the applicable adopted LOS standards as provided by MPO staff.

The Consultant shall assess the impact of freight movement on the MPO's preferred model run. The MPO staff will conduct one meeting with identified key freight stakeholders to provide input. The Consultant shall make modifications to the preferred model run as necessary to accommodate projected freight activity.

5.3.2 Sociocultural Impacts

The sociocultural impacts of transportation policy decisions must be analyzed with special attention given to the benefits and burdens on minority populations, Limited English Proficiency (LEP) persons, and Environmental Justice. Effects on land use and the consistency of transportation plans and programs with the provisions of all applicable short and long-term land use and development plans shall be identified. The overall impacts on the human, natural and man-made environment, including housing, employment and community development, shall also be considered. In addition, access to major tourist destinations, national parks, recreation areas, monuments and historic sites shall be evaluated. The Consultant shall utilize the MPO's Community Outreach plan, GIS layers and community profiles to assess potential impacts.

5.3.3 Environmental Impacts

The MPO staff shall coordinate with FDOT to identify the need for planning level screening of projects being considered. For the projects that the District's ETDM Coordinator identifies the need for planning level ETDM screening, the Consultant shall develop project related data tables and GIS files to conduct planning level ETDM analyses and provide these to the MPO staff. Potential impacts identified by the ETAT team may be considered in the selection of final projects and, depending on the severity of the impacts, may eliminate a project from further consideration in the Cost Feasible Plan development process. The input received through the ETDM screening process will be documented in the summary report.

5.3.4 Financial Impacts

The financial impacts of the alternatives shall be addressed as appropriate. This could include construction, operations, and maintenance costs of the transportation improvements.

5.3.5 Summary Report

The Consultant shall then perform model runs on the 2045 Needs network to test the impact of each alternative on the network. The Consultant will also develop a matrix demonstrating system-wide performance under each alternative model run. System-wide performance shall be measured by total congestion and other measurable indicators, as well as ability to address goals developed in Task 5.1. Based on this analysis, the Consultant shall identify a preferred model run alternative.

5.4 Model Run Project Set Modifications

During the course of developing model run sets, the MPO will identify otherwise constrained facilities and ask the consultant to make recommendations for Congestion Mitigation alternatives for those facilities.

5.5 Alternatives Workshops

At least three (3) subarea workshops transportation alternatives developed in Tasks 5.1-5.4 will be made available for public review and comment consistent with the public involvement plan. The public workshops will be planned in accordance with federal guidance to address historically underrepresented populations as outlined in Title VI and Environmental Justice directives issued by the US DOT. The MPO staff will identify workshop venues in order for citizens including minority and disadvantaged populations to provide opportunities for broader participation in the LRTP development process. The Consultant shall present the results of alternatives analysis to achieve consensus on a preferred model run alternative package. The Consultant shall be responsible for preparing meeting displays, handouts, surveys, and presentation aides suitable for public consumption. Based on the comments and feedback received from all meetings, the Consultant shall modify the alternatives accordingly. After MPO staff has determined that sufficient consensus has been achieved on a preferred model run alternative package, the Consultant will present the results of this process and the preferred alternative to the TAC/CAC and the MPO for their review and approval (Task 5.6).

5.6 MPO Presentations

The Consultant shall present the results of Tasks 4 and 5 to the MPO's CAC, TAC, and the Governing Board. The MPO will schedule the CAC and TAC meetings to occur on the same day. The Consultant shall revise the draft documents based on input received from the MPO committees.

5.7 Documentation

The Consultant shall prepare a LRTP report chapter summarizing the conclusions from the work effort in Task 5; as well as prepare a Technical Support Appendix addressing the development of the cost feasible plan network alternatives. The draft chapter and Technical Appendix will be transmitted to the MPO staff for review. The report chapter shall summarize the development of the cost feasible plan alternatives and will include the following:

- Identification of potential transportation improvement projects model run packages,
- Identification of methodologies utilized to perform alternatives testing of those projects, and
- Selection of a preferred multimodal transportation improvement projects set model run package.

Finally, this documentation shall summarize the results of the workshops held to discuss the results of the alternatives testing process as well as any modification to the transportation improvement projects set based on feedback received from the meetings.

TASK 6. FINANCIAL RESOURCES ANALYSIS

6.1 Financial Data

The Consultant shall obtain and review the following financial information:

- Existing transportation funding sources, including:
 - historical data;
 - amount by funding source; and
 - availability through 2045
- Alternative and innovative transportation funding sources
- Capital and operating funding sources and amount by source
- MPOAC Statewide Revenue Study

The Consultant shall conduct two (2) key-person meetings to obtain the latest financial information from Indian River County and FDOT.

6.2 Project 2045 Revenues

Using the financial information obtained in Task 6.1 and the revenue forecasts provided by the MPO, County, FDOT, and other appropriate agencies, the Consultant shall project the total amount of revenue available for the years 2019-2045 to implement the 2045 cost feasible plan. Revenue estimates shall specify capital and operating/maintenance funding by funding source. Revenue estimates shall be prepared for each year between 2018-2020 and for the following multi year periods: 2021-2025; 2026-2035; and 2036-2045. Both the total and interim year revenue projections shall indicate the amount available for each funding source during the specified time period. Finally, the revenue projections shall be expressed in current year dollars and also in year of collection dollars so that the Consultant may develop year of expenditure estimates for all cost feasible plan projects.

6.3 Estimate Costs of Proposed Improvements

The Consultant shall coordinate with MPO and FDOT staff to estimate the total and per project cost of implementing the preferred projects set identified in Task 5 by 2045. For roadway projects, costs shall be estimated for each of the following project programming phases:

- Project Development and Environmental (PD&E)
- Preliminary Engineering (PE)
- Right of Way Acquisition (ROW)
- Construction (CST)
- Construction Engineering and Inspection (CEI)
- Maintenance/Operation (O&M) - from project completion to 2045 horizon year
- Life Cycle Costs (LCC)

Project costs for the PD&E, PE, CEI, O&M, and LCC phases shall be estimated based on FDOT's and Indian River County's standard formulas for calculating these project phases. For ROW cost estimates, the Consultant shall coordinate with the Indian River County Public Works Department to estimate land acquisition costs by square foot in the locations of proposed roadway projects. For project construction cost estimates, the Consultant shall coordinate with FDOT for recent project unit costs and/or use FDOT's recommended transportation costing guidance to estimate construction costs by roadway functional classification. Both ROW and construction cost estimates shall be modified based on unique project characteristics, including project location, the existence of wetlands, listed species habitat, need for bridges, or other unique circumstances identified by the MPO staff. The cost estimates shall indicate the total cost of each roadway improvement project and shall be expressed in current year dollars. Upon establishing priorities, improvement costs will be converted to year of expenditure costs.

The Consultant shall also estimate the per unit construction cost of each type of improvement contained within the list of prioritized roadway improvement projects which will incorporate many or all of the following:

- Two lane new construction
- Four lane new construction - (urban and rural)
- Two lane to four lane - (urban and rural)
- Four lane to six lane -(urban and rural)
- Interchanges
- Sidewalks
- Bus stops
- ITS/ATMS deployments

The Consultant shall coordinate with MPO and FDOT staff regarding the data and assumptions used to prepare the project cost and roadway type cost estimates.

The Consultant shall also estimate the implementation costs of any transit, bicycle/pedestrian, ITS, CMS, or other improvements projects that are incorporated in the preferred projects set. Cost estimates shall be developed in accordance with FDOT and MPO approved methodologies appropriate for each project type (transit improvements, sidewalks, etc.)

6.4 Estimate Maintenance, Operating, and Life Cycle Costs of E+C Network

Recognizing that a transportation plan must provide for the maintenance of the existing transportation network in addition to providing for a financially feasible set of transportation improvement projects to meet future needs, the Consultant shall coordinate with MPO and FDOT staff to project the maintenance, operating, and life cycle costs in current year dollars through the 2045 horizon year of the E+C network. These estimates shall be based on FDOT, MPO, and County methodologies for calculating such costs. Such costs relate to resurfacing, roadway ROW maintenance and upkeep, bridge improvements, safety improvements, signal optimization, intersection improvements, etc. These costs will be converted to year of expenditure during Task 6.5.

6.5 Compare Estimated Costs and Revenues

The Consultant shall convert all improvement costs to the year of expenditure. The Consultant shall compare the implementation cost estimates developed in Task 6.2 with the revenue estimate developed in Task 6.3 for the 2045 horizon year and for each five year or ten year interim period. The Consultant shall utilize this comparison to analyze the financial feasibility of implementing the prioritized transportation improvement projects contained in the preferred model run alternative. Based on this analysis, the Consultant shall coordinate with MPO and FDOT staff to revise the prioritized list of transportation improvement projects as needed in order to develop a financially constrained cost feasible plan. Revisions may include adding and/or deleting transportation improvement projects or adjusting the prioritization ranking of the projects. The Consultant shall then develop a revised prioritized list of transportation improvement projects.

6.6 Task Documentation

The Consultant shall prepare a LRTP report chapter summarizing the work effort in Task 6; as well as prepare a Technical Support Appendix addressing the financial resources and cost assumptions. The draft chapter and Technical Appendix will be transmitted to the MPO staff. The MPO will present the financial analysis the TAC, CAC, and MPO Governing Board for review and approval.

TASK 7 - GOALS, OBJECTIVES, AND POLICIES

7.1 Finalize 2045 LRTP Goals

MPO staff shall evaluate the 2045 preliminary LRTP goals developed in Task 5. In coordination with the Consultant, the MPO staff shall make any revisions to the goals and objectives as appropriate. Revisions may include rewording, combining, deleting, or adding goals.

7.2 Develop Objectives and Policies

Objectives set specific, measurable milestones that, when completed, mark progress toward reaching long term community goals. Policies articulate the specific actions that will be taken to meet the identified objectives. As such, the 2045 LRTP objectives and policies must be system and performance oriented and are a critical part of the 2045 cost feasible plan. In developing 2045 LRTP objectives and policies, MPO staff shall adhere to the following definitions and standards:

- Objective - A specific, time-oriented, measurable, intermediate end that is achievable and marks progress toward a goal.
- Policy – The course of action or way in which programs and activities are conducted to achieve an identified goal or objective.

Based on the revised goals prepared in Task 7.1 and all project analysis and activities to date, the MPO staff shall develop a draft set of objectives and policies corresponding to each goal. As with the goals, the objectives and policies shall address the FAST Act planning factors identified in Task 5.1. Finally, the objectives and policies shall focus on quantitative and qualitative actions necessary to implement the Cost Feasible Plan and satisfy each of the goals. The Consultant shall coordinate closely with MPO staff in developing the 2045 LRTP objectives and policies.

7.3 Develop Transportation Systems Criteria (Performance Measures)

The Consultant shall coordinate with MPO staff to review the project prioritization criteria utilized for determining which projects should be included in the 2045 Cost Feasible Plan. These criteria shall be carefully evaluated with respect to making investments to support meeting updated MPO goals; Fast Act/Map-21 Planning Factors; and State and MPO performance targets for Safety (especially fatalities, serious injuries, and non-motorized crashes), System Performance, Bridge, Pavement, and

Freight Planning (contained in 23 CFR Part 490 and Federal Rulemaking). Project prioritization criteria should be linked to achievement of MPO performance targets and may also include:

- Ability to address LRTP goals and objectives
- Benefit/Cost (B/C) analysis
- Existing and future volume to capacity (V/C) ratio
- Emergency evacuation
- Integration of transportation system and future development
- Intermodal connectivity
- Freight and goods movement
- Bicycle and pedestrian network improvements
- Consistency with the Strategic Highway Safety Plan
- Ownership and functional classification

These criteria shall focus on implementing and monitoring the alternative transportation system projects included as part of the 2045 cost-feasible network.

7.4 Task Documentation

The MPO staff shall document the development of the 2045 LRTP goals, objectives, policies, and criteria, the public participation component utilized to obtain comments, and feedback regarding the GOPs. The Consultant will format the draft document and technical appendix for inclusion in the LRTP report.

TASK 8 - 2045 COST FEASIBLE PLAN DEVELOPMENT

8.1 Develop 2045 Cost Feasible Network

Using the revised transportation improvement projects set contained in the preferred model run alternative and priority criteria developed in Task 7.4, the Consultant shall develop the 2045 cost feasible network in tabular and map form. The cost feasible network shall include the identified roadway, transit, bicycle/pedestrian, CMP, and ITS improvement projects necessary to meet projected travel demand to the 2045 horizon year. For each improvement project, the cost feasible network shall identify the following (to the extent feasible) in tabular and map (GIS) form:

- Segment limits
- Segment distance (in miles)
- Current roadway lanes
- Base year V/C ratio, volume, and LOS
- Project description and scope (roadway improvement, shoulders, bicycle lanes, etc.)
- Horizon year roadway lanes
- Horizon year V/C ratio, volume, and LOS

- Project cost (by five year increment, project phase, and funding source)
- Existing ROW
- Ultimate (needed) ROW
- Jurisdiction/maintenance responsibility

In documenting the 2045 cost feasible network in the 2045 LRTP, the Consultant shall also prepare specific sections discussing needed roadway improvements, transit improvements, bicycle/pedestrian improvements, and CMP and ITS improvements. The purpose of these mode-specific sections is to incorporate as needed the MPO's existing 2045 transit and bicycle/pedestrian plans and current TDP as well as the MPO's CMP plan and ITS efforts.

8.2 Develop GTCRPM Interim Data Sets

Based on the 2035 Preferred Land Use Alternative Scenario, MPO Staff shall prepare interim year data sets for 2025 and 2030 in a format compatible with the GTCRPM. The Consultant shall provide limited technical assistance to staff in the development of this data.

8.5 MPO Presentations

The Consultant shall present the draft Cost Feasible Plan to the MPO's CAC/TAC and the Governing Board. The Consultant shall revise the Cost Feasible Plan based on input received from the MPO committees.

8.6 Task Documentation - 2045 Cost Feasible Plan

The Consultant shall prepare a LRTP report chapter summarizing the conclusions from the work effort in Task 9, as well as prepare a Technical Support Appendix addressing the Cost Feasible Plan and interim year improvement sets. The draft chapter and Technical Appendix will be transmitted to the MPO staff for review and approval. The report chapter shall summarize the development of and improvements identified for the Cost Feasible Plan and shall also include recommended revisions to the MPO's priority project list development based on a review of federal and state requirements and of the methodologies utilized by other MPOs in Florida.

The report shall identify whether projects in the Cost Feasible Plan are consistent with local government comprehensive plans. If any projects in the Cost Feasible Plan are inconsistent, the report shall specify any comprehensive plan amendments that are necessary to maintain consistency with the LRTP. The report shall also identify how the projects help achieve adopted Performance Measurement Targets consistent with 23 CFR Part 490.

The Consultant shall coordinate with MPO staff to present this documentation to the TAC/CAC and the MPO Board for review and approval. This documentation shall be revised as appropriate based on comments received from these meetings.

TASK 9 - PREPARE 2045 LONG RANGE TRANSPORTATION PLAN

9.1 Prepare Draft 2045 Long Range Transportation Plan

The significant components of each draft chapter and technical appendix material will be incorporated into a draft 2045 LRTP Update for review by MPO staff. The draft plan shall incorporate as appropriate previous comments received from MPO staff, the MPO and its advisory committees, and public input.

9.2 Public Meetings

Following receipt of comments by MPO staff and the presentation of the draft LRTP to the MPO committees (Task 9.3), the Consultant shall coordinate with the MPO to make available the necessary documents for review and comment by the public. Both hard and electronic copies of the draft LRTP will be made available for public review.

The Consultant shall conduct two (2) public information meetings for the purpose of sharing the results of this study with the public. Reactions and comments received from the public shall be responded to by the Consultant and revisions will be made to the draft final report for submittal to the MPO. The public participation plans prepared in Task 1 shall be utilized in conducting the meeting. The Consultant shall prepare meeting displays and presentation materials.

9.3 MPO Presentations

The Consultant shall present the draft 2045 LRTP to the MPO's CAC/TAC and the Governing Board for review. Upon the approval of the draft LRTP, the LRTP documents will be made available for public review for 30 days (Task 9.2). At the completion of the public review period and public workshops, the Consultant will present the final 2045 LRTP to the MPO's joint CAC/TAC, and the Governing Board for formal adoption. The MPO will schedule the CAC and TAC meetings to be joint meetings.

9.4 Prepare Final 2045 Long Range Transportation Plan

The Consultant shall prepare the final 2045 LRTP incorporating comments received during the public meeting and submit the final LRTP report for MPO approval and submittal to FDOT and FHWA/FTA review and approval. The final plan is expected to include the following chapters:

- Introduction
- Goals, Objectives, Policies, and Performance Measures
- Public Involvement Plan
- Financial Resources Analysis
-

- Planning Assumptions
- Needs Assessment
- Cost Feasible Plan
- Performance Evaluation
- Regional Coordination and Consistency

The LRTP will include a discussion on environmental mitigation strategies that has been identified through the ETDM review and additional consultation with local resource agency staff.

The Consultant shall prepare an executive summary highlighting the key results and decisions of the 2045 LRTP Update. The executive summary shall be in newsletter format with full color graphics.

9.5 Data and File Management

Development of the 2045 LRTP will incorporate the utilization of several electronic software programs and associated data. Work products submitted shall include not just a hard copy report, but also accompanying software files as appropriate. As part of the plan development, the Consultant shall include the following specific files:

- GIS maps (and linked database files) created for this project;
- GTCRPM and land use model output files for the following model runs:
- 2015 validated base year network;
- 2023/24 E+C network;
- 2045 cost feasible network;
- Other files/data utilized for this project (as feasible).

At the conclusion of the project, the Consultant shall provide the database and all files utilized throughout this project to the MPO in DVD format.

9.6 Prepare Public Information Materials

As discussed in Task 1, public participation does not cease with the conclusion of the project. It is incumbent upon MPO staff to continuously disseminate information regarding the LRTP and to periodically update citizens, elected officials, interest groups, and other entities regarding the development, importance, and utilization of the MPO's LRTP.

Consistent with the public outreach materials defined in Task 1, the Consultant shall develop public information materials explaining:

- The need for revising the MPO's LRTP;
- The methodology used in the 2045 LRTP update (including public participation);
- Implementation procedures; and
- Contact information and public participation procedures.

Public information materials may include informative brochures that include maps, stand-alone maps, html Internet files, or other materials. All materials developed shall be in a format (hard copy and/or electronic) suitable for reproduction by MPO staff.

STUDY REQUIREMENTS AND PROVISIONS OF WORK

A. Project Schedule

In accordance with FDOT regulations, the MPO's LRTP shall be completed, approved by the MPO, and delivered to FDOT's District Four offices by December 15, 2020. Therefore, the project schedule shall not exceed this timeframe. Project work shall commence with the MPO's issuance of the Notice to Proceed for this project. Within two (2) weeks of the MPO's issuance of the Notice to Proceed, the Consultant shall provide a schedule of calendar deadlines for deliverables accompanied by an anticipated payout curve. The Consultant shall periodically update the schedule to reflect the changes to the schedule and milestones.

B. Meetings and Presentations

The Consultant will attend up to 19 meetings in conjunction with this study, including meetings with the MPO, its advisory committees, participation in workshops with the general public, stakeholders, and other meetings as agreed upon by the MPO and the Consultant. The MPO shall schedule joint TAC/ CAC meetings when the Consultant presentations are scheduled. For all meetings, the Consultant shall prepare graphic displays, handouts, and any other appropriate presentation aids as deemed necessary by the MPO. A summary of meetings/presentations included in this scope is provided below.

- 6 presentations to the MPO's CAC/TAC, and Board in Tasks 5, 8, and 9
- Five (5) public workshops in Tasks 5 and 9
- 5 key person interviews to obtain input from elected officials, local agency staff, business leaders, and other stakeholders

Any additional meetings requested by the MPO will be considered additional services and will entitle the Consultant additional compensation.

Further, the Consultant will participate in scheduled conference calls with MPO staff to discuss project status, review analysis, etc.

C. Quality Control

The Consultant shall be responsible for making use of quality control/quality assurance (QA/QC) procedures to enable work products to conform to MPO and FDOT standards and

criteria. This shall be accomplished through an internal quality control process performed by the Consultant and supported by the MPO staff.

D. Correspondence

Copies of all written correspondence between the Consultant and any party not a part of the consultant team pertaining specifically to this study shall be provided to the MPO for its records within one (1) week of the receipt of said correspondence.

E. Progress Reporting and Invoicing

The Consultant shall invoice the MPO on a monthly basis and provide written progress reports describing the work performed on each task to date. The invoice package shall consist of an invoice, progress report, and project schedule. All documents will be submitted electronically. Judgment on whether work of sufficient quality and quantity has been accomplished will be made by the MPO's Project Manager using a comparison of reported percent work completed against actual work accomplished.

F. Technical Standards

As indicated in the appropriate tasks and subtasks, the Consultant shall develop numerous maps as part of this project. In developing data layers to be used in creating GIS maps for this project, the Consultant shall utilize the GIS resources of Indian River County, FDOT, the Florida Department of Environmental Protection (FDEP), FHWA, and other agencies as appropriate. Maps to be prepared include base maps, network maps, transportation improvement maps, and others. All maps developed as part of the 2045 LRTP update project will utilize ArcGIS format and be compatible with the MPO's GIS database. Upon conclusion of the project, the Consultant shall furnish all electronic map files to the MPO and FDOT.

G. Submittals

The Consultant shall provide 1 hard copy and 1 electronic copy of the required documents as listed below.

Draft Report Chapters and Technical Appendices
Draft 2045 Long Range Transportation Plan
Final 2045 Long Range Transportation Plan
Final 2045 Long Range Transportation Plan Summary Report
Public Information Materials

All documents, graphics, charts, and supporting material generated during the course of this project will be furnished to the MPO in electronic format at the conclusion of the project.

The MPO and the Consultant agree to utilize electronic mail for the timely, cost-effective submission of interim work products and data files.

COMPENSATION

The Consultant will invoice the Client on a monthly basis according to the scope and master contract. A monthly progress report will be prepared depicting the project progress status in support of the invoice. Payment may correspond to completion of task(s) and approval of associated deliverable.

The compensation to CONSULTANT is based on the following budget:

PROJECT BUDGET			
INDIAN RIVER COUNTY MPO			
LONG RANGE TRANSPORTATION PLAN 2045 UPDATE			
Task Name		Kimley-Horn	Total
Task 1	PUBLIC PARTICIPATION	\$14,200.00	\$14,200.00
Task 2	LAND USE AND SOCIOECONOMIC DATA DEVELOPMENT	\$1,200.00	\$1,200.00
Task 3	STUDY AREA DATA REVIEW AND ANALYSIS	\$5,500.00	\$5,500.00
Task 4	NEEDS PLAN ASSESSMENT	\$15,200.00	\$15,200.00
Task 5	TRANSPORTATION ALTERNATIVES DEVELOPMENT	\$32,500.00	\$32,500.00
Task 6	FINANCIAL RESOURCES ANALYSIS	\$22,000.00	\$22,000.00
Task 7	GOALS, OBJECTIVES, AND POLICIES	\$3,200.00	\$3,200.00
Task 8	2045 COST FEASIBLE PLAN DEVELOPMENT	\$31,000.00	\$31,000.00
Task 9	PREPARE 2045 LONG RANGE TRANSPORTATION PLAN	\$55,000.00	\$55,000.00
	OTHER MEETINGS/PRESENTATIONS	\$16,000.00	\$16,000.00
	PROJECT MANAGEMENT	\$3,000.00	\$3,000.00
	MISC. EXPENSES	\$9,144.80	\$9,144.80
	REPRODUCTION EXPENSES	\$2,000.00	\$2,000.00
	TOTAL FEE	\$209,944.80	\$209,944.80

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INDIAN RIVER COUNTY, FLORIDA

M E M O R A N D U M

TO: Members of the Indian River County Metropolitan Planning Organization (MPO)

THROUGH: Stan Boling, AICP
Community Development Director

Phillip J. Matson, AICP
MPO Staff Director

FROM: Brian Freeman, AICP
Senior Transportation Planner

DATE: March 5, 2019

SUBJECT: FDOT Presentation on the Transportation Systems Management and Operations (TSM&O) Master Plan

It is requested that the information presented herein be given formal consideration by the Indian River County MPO at the meeting of March 13, 2019.

DESCRIPTION AND CONDITIONS

Transportation System Management and Operations (TSM&O) consists of the application of technology-based systems to improve the performance of the transportation network by restoring capacity that has been lost to congestion, incidents, construction, weather, or traffic control delay. Examples of TSM&O that have been used by FDOT District 4 include Active Arterial Management, Express Lanes, Traffic Incident Management, and Ramp Signaling.

At this time, FDOT District 4 is developing a TSM&O Master Plan for the Treasure Coast region. At the March 13, 2019 MPO meeting, FDOT will make a presentation on the TSM&O Master Plan.

RECOMMENDATION

This is an informational item; no action is needed.

INDIAN RIVER COUNTY, FLORIDA

M E M O R A N D U M

TO: Members of the Indian River County Metropolitan Planning Organization (MPO)

THROUGH: Stan Boling, AICP
Community Development Director

Phillip J. Matson, AICP
MPO Staff Director

FROM: Jim Mann
MPO Senior Planner

DATE: March 5, 2019

SUBJECT: **FDOT Presentation on I-95 Master Plan**

It is requested that the information presented herein be given formal consideration by the Indian River County MPO at the meeting of March 13, 2019.

DESCRIPTION AND CONDITIONS

FDOT is conducting a Master Plan study for I-95 from the Palm Beach/Martin County line to the Indian River/Brevard County line, a distance of approximately 71 miles. Although FDOT recently completed the widening of I-95 in Indian River County, it is FDOT's policy to continuously review and identify short- and long-term capacity and operational improvements for the development of the Strategic Intermodal System (SIS) and periodically assess the attainment of overall regional mobility goals.

On March 13, 2019, staff from the Florida Department of Transportation will provide an update on the status of the project.

RECOMMENDATION

This is an informational item; no action is needed.