

MEMORANDUM

To: Darci Mayer, Hollywood CRA

From: Ian Lockwood, PE, and Sagar Onta, PE, PTOE, Toole Design Group

Date: October 10, 2019

Project: Young Circle Roadway Design

Subject: Scope and Fee for Stage 2 Design Services

PURPOSE OF THE MEMORANDUM

The purpose of the memorandum is to outline Stage 2 scope and fees for Young Circle. Periodically, this proposal will use language and ideas from Figure 1. We are proposing to complete the following steps: Schematic Design, Design Development and 10% Construction Drawings, which will address the issues raised by FDOT in the Stage 2 methodology memorandum:

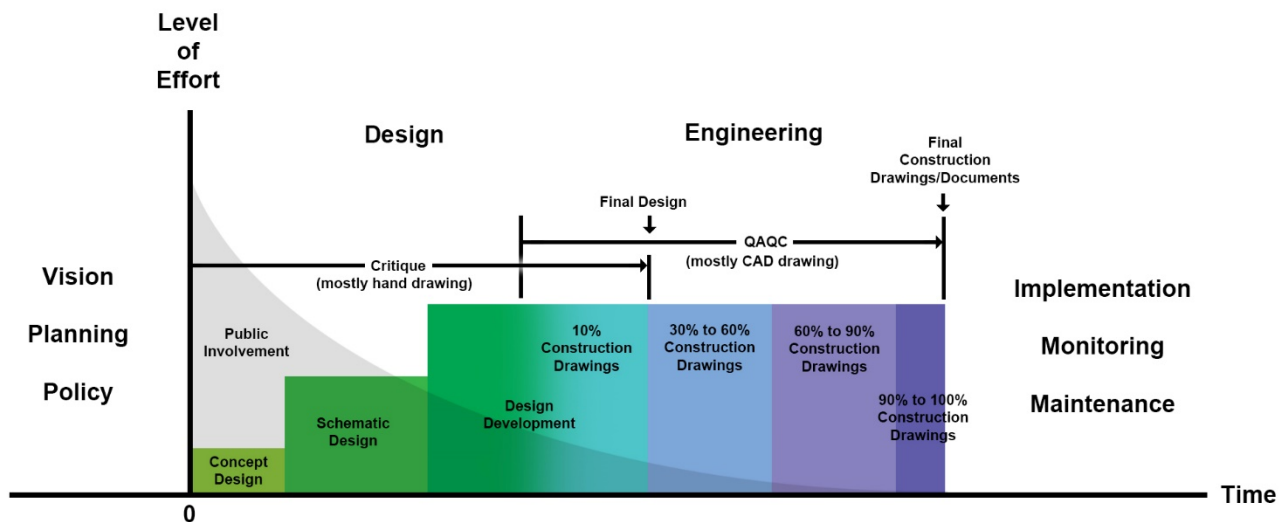


Figure 1: Typical Design and Engineering Processes

DESIGN

Concept Design

During the Concept Design process, Toole Design visited Young Circle and discussed its future with several agencies, stakeholders, and the public. We considered several options and landed on a preferred option that simultaneously achieved numerous goals and objectives. The option addressed the whole study area which includes Circle itself, 17th Avenue (between Tyler Street and Harrison Street), Tyler Street (between the Circle and 17th Avenue), Harrison Street (between the Circle and 17th Avenue), and the related intersections. The preferred option evolved from simple diagrams that showed rough proportions and relationships to a drawing on trace paper that was over a scaled aerial photograph. This drawing provided:

- Some detail about the concept at a easy to read scale;
- The connections to the surrounding context; and
- The circulation plan (lanes, bicycle facilities, sidewalks, bus stops, parking spaces, public spaces, etc.)

The Concept Design is already complete.

Task 1: Schematic Design

The next step is called Schematic Design, during which we propose to:

- Advance the design to respond to the floor plans of adjacent buildings, door locations, access needs, and drainage need. The FDOT access management classification will be evaluated to recommend ideal classification for the proposed design;
- Design the uses of the public spaces in finer detail, dining spaces, seating, small plaza spaces, valet facilities, and alterations to the edges of the Circle's center;
- Determine the soft-scape and planting characteristics (canopy trees, palm tree, accents, shrubs, ground cover, grass);
- Determine inclusive design measures for people with mobility and visual disabilities;
- Determine the traffic control and pavement markings; and
- Identify furnishings and lighting coverage and spacing.

Deliverable: The proposed design will be scaled hand-sketched drawings on a CAD survey base.

Task 2: Design Development

The second task in the design process is Design Development which takes the Schematic Design to Final Design which will include 10% construction drawing. During the Design Development, we propose to work out enough design details so that the Final Design can be engineered into construction drawings. From a cost perspective, it is best to work out as many issues as feasible during Design Development because once the drawings get into CAD, then changes become more time consuming and costly to make. We propose to:

- Identify transit route changes in a sketch to clearly illustrate the routing changes due to the proposed concept, including stops, layover facility, etc.
- Assess the emergency response and evaluation route bottle necks in the design

- Verify the design per applicable FDOT design standards to assess the feasibility of the concept
- Identify ROW impacts of the design utilizing existing ROW lines of adjacent parcels based on survey data provided.
- Prepare typical sections for each of the proposed design segment, including the proposed roundabouts.
- Prepare CAD based conceptual plan of the proposed design that illustrate the intent of the design, including:
 - o proposed roadway geometry, including on-street parking, bus platform, valet drop-off areas, etc.
 - o landscape zone, including softscape materials/plants, hardscape/paving materials, spacing, and sizes
 - o furnishing zone, including lighting, sign posts, benches, art installation space, etc.
 - o pedestrian zone, including street café area, flex space, etc.
 - o bicycles zone, including buffer requirement, delineation from pedestrians, etc.
- Address pedestrian crossing warrant concern using FDOT Traffic Engineering Manual
- Conduct literature review on pedestrian safety at roundabout and recommend appropriate strategies.
- Coordinate engineering cost estimate for the proposed design with Marlin Engineering.
- Consider constructability, maintainability, and availability;
- Consider how the materials meet or transition (e.g., pavement patterns, colors, textures; soft and hardscapes);
- Participate in the FDOT design review process and provide additional studies, renderings and attend meetings as needed, for up to \$15,000 in labor and expense cost.

*Deliverable: 1) Refined scaled hand-sketched drawings on a CAD survey base
2) 10% CAD based final design drawings that shows typical section and conceptual plan*

SCHEDULE AND FEES

The accompanying Excel file shows the tasks, schedule, personnel, hours, and fees. The tasks and hours proposed to occur in Hollywood during the visits are shown in *italics*. We propose three visits to Hollywood to complete the Design Process.

- The first visit would be at the beginning of the Schematic Design to work with the:
 - o adjacent businesses/property owners on the designs of the public spaces, located between the fronts of their buildings and the travel way of the Circle;
 - o the transit agency on final locations for their stops and lay-over area;
 - o City and FDOT on furnishing and materials;
 - o Parks and Recreation officials on alterations to the Circle's center, access locations, sidewalks, bike facilities, and landscape; and
 - o All the owners on alterations to their driveways.
- The second visit would occur after Schematic Design and prior to Design Development, during which time we would meet with the same set of stakeholders, as above, to get their sign-off and input prior to starting Design Development; and
- The third visit would occur after Design Development and before Engineering during which time we would meet with the same set of stakeholders to get their sign-off prior to starting Engineering.

The fees to finish the design process are \$157,422 and the project duration will be approximately 30 weeks following the commencement of the contract and the receipt of the survey of the study area. Direct reimbursable are estimated at \$7,562. The schedule and fees assume that:

- The CRA/City will identify the stakeholders, schedule the meetings as outlined in the schedule, and provide a venue for the work to be done in Hollywood.

- The traffic analyses and concept approvals from the FDOT and other transportation agencies will be secured simultaneously with the completion of the design process.
- The CRA/City will provide review comments in a timely and consolidated manner in order to help the project stay on schedule.
- A topographic survey, suitable for street and plaza design of the study area (e.g., finished floor levels, door locations, building footprints, underground and overhead utilities, plants, curb lines, fire-hydrants, etc. extending 100' beyond project limits, and 50' into the interior of the circle beyond the right-of-way) is completed prior to the commencement of the Schematic Design.
- The utility and stormwater assessments and design work are not included in this scope and will be completed during the 30% engineering drawing phase.

If this scope and fee is acceptable to the CRA, then we'll prepare a contract accordingly.