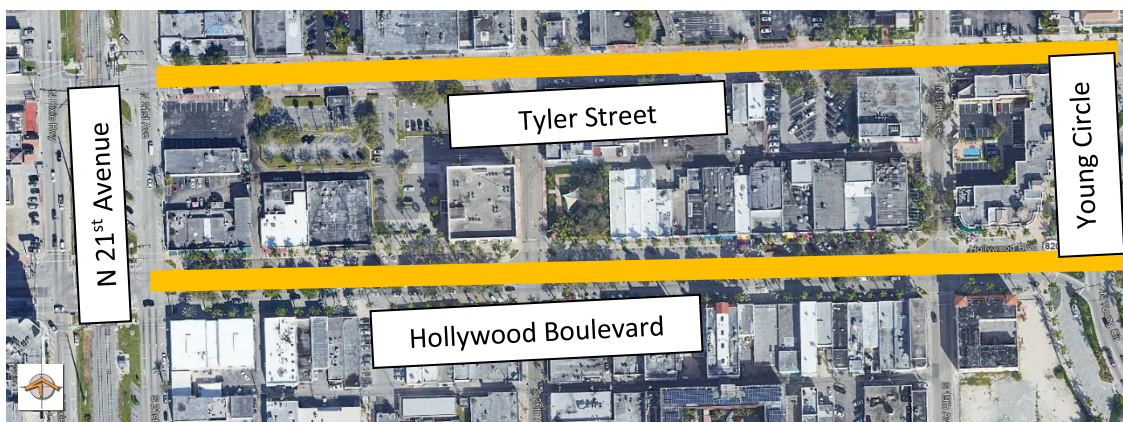


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## Hollywood Boulevard Streetscape Analysis

Bermello Ajamil & Partners, Inc. (BA) is pleased to provide the following scope of services identified below for the project entitled “Hollywood Boulevard Streetscape Analysis” for the City of Hollywood, Florida (City), Hollywood Community Redevelopment Agency (CRA).

The 2016 Hollywood CRA Downtown Enhancement Report analyzed the distribution of the ROW of Hollywood Boulevard and Tyler Street, between 21<sup>st</sup> Avenue and 20<sup>th</sup> Avenue. For Hollywood Boulevard, the alternatives explored included maintaining the current ROW geometry, converting the outside angled parking to parallel and comparing pedestrian mall alternatives to curbless street options. For Tyler Street, the alternatives explored included conversion to two-way with median vs. two-way with bike lanes. Analysis for both streets included alternatives for pavement, street lighting and landscaping.



The Hollywood Community Redevelopment Agency (CRA) has requested BA to provide a Scope of Services (Scope) for Urban Planning and Design Services composed of a streetscape planning analysis

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consisting of two (2) Project Roadways in the Hollywood Downtown. The Project Roadways consist of Hollywood Boulevard and Tyler Street from Young Circle to N 21<sup>st</sup> Avenue (Project Roadways) (Illustrated in Yellow above).

The work shall include an alternatives analysis and the selection of Preferred Alternatives that demonstrate the ability to transform the ROW, while maintaining functionality and parking counts. Exploring the conversion of Tyler Street from one-way to two-way road shall be studied, including the feasibility of construction for both roadways, consisting of alternative drainage management and constructability of the new ROW profile. Opportunities and constraints for the ROW shall be included and further developed via updated illustrative site plans and full-color concepts that consider different design treatments, while maintaining as much of the parking supply as possible. As the preferred alternative is selected and refined, the Scope shall include general parking analysis to best determine how to maintain parking functionality, minimize parking loss in the area, and identify other solutions to maintain existing parking counts or expand upon the additional available stock of parking along the project roadways.

## **PART II: SCOPE OF WORK**

### **TASK 1: DATA COLLECTION AND PROJECT KICK-OFF**

**1.1: Base Data-** The CRA/City shall provide BA the following graphics, information and/or data for the Study Area

- *Topographic Survey with Rectified Aerial (CAD Format)\**
- *Transit Service Map (PDF Format)*
- *Bicycle Infrastructure/Facilities Map (PDF Format)*
- *ROW Map (PDF Format)*
- *All relevant studies/analysis/designs of the Project Roadways*

\*Should a survey not be available, BA can provide a proposal for a professional survey as an additional service and fee outside of this Scope.

**1.2: Existing Base Data Review and Evaluation-** The data and/or mapping included in the received files shall be the basis of the BA planning work. BA shall provide a summary of the base data and information received from the CRA/City. Should any information be deemed insufficient for purposes of completing this Scope, BA shall provide a list of these deficiencies to be corrected by the CRA/City, prior to the commencement of Task 1.3.

**1.3: Project Kick-Off Meeting-** BA shall attend one (1) meeting with the CRA, representatives from City Departments and/or Broward County, to develop a shared direction for the project. The meeting shall give the CRA/City and BA the opportunity to discuss the project schedule, timing and content of meetings, record keeping standards, and communications with the CRA/City, distribution procedures, meeting dates, preliminary and final submissions. BA shall prepare and distribute minutes of the kick-off meeting. BA shall not be responsible for scheduling or reserving a meeting space.

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- 1.4: Site Visit, Inventory, Analysis, and Assessment-** BA shall visit the Project Roadways one (1) time with the CRA/City to discuss and observe key issues, opportunities and/or constraints.
- 1.5: Planning Determinants-** BA shall develop six (6) illustrative base graphics to be considered in the development of the Project Roadways. The illustrative graphics shall include the following:
- *Hi-Res Aerial (to scale)*
  - *ROW Dimensions Diagram*
  - *Existing ROW Cross-Sections*
  - *Transit Service Diagram*
  - *Bicycle/Pedestrian Infrastructure Diagram*
  - *Existing Parking Supply Diagram*
- 1.6: Existing Parking Inventory and Analysis-** BA shall provide an inventory of the on- and off-street public parking supply to determine the existing number of parking spaces for only the properties with frontage along the Project Roadways. The inventory will identify the type of parking including paid, permitted, time limited for on- and off-street parallel, angled, loading zones, handicap, valet parking or other. The findings will be summarized in tabular format.
- 1.7: Existing Drainage Assessment-** BA shall provide an assessment of the existing drainage for the Project Roadways that includes the following:
- Data collection of as-builts and existing permits
  - Analysis of existing drainage system network along the Project Roadways
- Assessment shall include review and consultation with Public Utilities and City Engineer.
- 1.8: Comparative Assessment of Tyler Street (One-way vs. Two-way)-** BA shall conduct a comparative assessment of Tyler Street as it pertains to the current one-way movement and the feasibility of converting it to two-way, east/west movement. The comparative assessment shall be based on the evaluation of traffic for eight (8) maximum intersections (Hollywood Boulevard- 4, Tyler Street- 4), including Link Counts for both streets.
- 1.9: Existing Conditions Summary-** BA shall provide a summary of existing conditions that includes necessary base maps/information and a summary of observations, key issues, opportunities and constraints based on the Site Visit, Inventory, Analysis and Assessment.

*Deliverables for Task 1.0 Data Collection and Project Kick-Off – As a result of this task, BA shall deliver the following to the CRA:*

- *One (1) 8.5" x 11" black and white pdf summary of base data/information received (existing base data review and evaluation)*

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- *One (1) 8.5" x 11" black and white pdf meeting minutes (project kick-off meeting)*
- *One (1) 8.5" x 11" of black and white summary of site visit, inventory, analysis, and assessment*
- *One (1) e-transmit containing digital photographs taken during site visit*
- *up to six (6) 24" x 36" color pdf base graphics of planning determinants*
- *One (1) 8.5"x11" black and white pdf summary of existing parking inventory and analysis*
- *One (1) 8.5" x 11" pdf summary of existing drainage assessment*
- *One (1) 8.5" x 11" pdf summary recommendations of the comparative assessment of Tyler Street*
- *One (1) 8.5" x 11" black and white pdf summary of existing conditions*

## **TASK 2: CONCEPTS AND ALTERNATIVES**

**2.1: Preliminary Concept Development-** BA shall develop two (2) Preliminary Concepts for each of the Project Roadways (Hollywood Boulevard and Tyler Street). The Preliminary Concepts shall include a sketch illustrative plan, a cross-section and relevant plan features/data table that includes dimensions of elements within the ROW and parking counts.

**2.2: Preliminary Parking Strategies, Inventory and Analysis-** BA shall provide a draft analysis of developing parking solutions for the Preliminary Concepts to maximize the number of parking spaces that can be provided within the framework of the project design. A summary table will be prepared that indicates the number of parking spaces added or lost in each concept by block face, as well as total.

In addition, a maximum of two off-street sites, shall be coordinated with the City Engineer and be explored to determine the preliminary feasibility of providing additional parking through conventional, mechanical, or automated parking facilities, as well as, valet or self-park methods.

**2.3: Preliminary Drainage Analysis-** BA shall provide preliminary drainage analysis for each of the Project Roadways, based on the Preliminary Concepts (4 max.). The analysis shall include typical sections, drainage system documentation, drainage system figures showing proposed features and proposed water treatment.

**2.4: Preliminary Cost Estimate-** BA shall provide a preliminary cost estimate for each of the Project Roadways, based on the Preliminary Concepts (4 max.). The estimates shall be based concepts developed in Task 2.1 and shall include the proposed reconfiguration of the ROW, replacement of landscaping, newly proposed pavement materials, new sidewalks and roadways, irrigation, relocation of any overhead utilities, including all site clearing, new construction costs, procurement costs and contingencies.

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- 2.5: Internal Review Meeting (#1)-** BA shall attend one (1) meeting with the CRA/City to review the Preliminary Concepts, and all Preliminary Analysis (Task 2.1-2.4). The meeting shall be made available as a teleconference and shall offer the CRA/City the opportunity to provide comments and feedback and select Preferred Alternatives for each of the Project Roadways. The CRA shall provide BA a single, consolidated list of comments/questions or concerns based on their review of the material and following the meeting. BA shall prepare and distribute minutes of the internal review meeting.
- 2.6: Concept Refinement-** Based on the comments received during *Internal Review Meeting #1 (Task 2.5)*, BA shall refine the Preferred Alternatives for the Project Roadways. This shall be limited to minor graphic representations or changes. Any significant changes to the Preferred Alternatives that warrant or require engineering analysis or cost estimating shall be provided as an additional service for an agreed to fee.
- 2.7: Internal Review Meeting (#2)-** BA shall attend one (1) meeting with the CRA/City to review the Preferred Alternatives. The meeting shall be made available as a teleconference and shall offer the CRA/City the opportunity to provide final comments and feedback, prior to commencement of the final concept plans. The CRA shall provide BA a single, consolidated list of comments/questions or concerns based on their review of the material and following the meeting. BA shall prepare and distribute minutes of the internal review meeting.

*Deliverables for Task 2.0 Preliminary Concepts – As a result of this task, BA shall deliver the following to the CRA:*

- *Four (4) 11"x17" color pdf Preliminary Concepts plan/cross-section and plan features/data table for the Project Roadways (2 each)*
- *One (1) 8.5"x11" black and white pdf summary Preliminary Parking Strategies, Inventory and Analysis*
- *One (1) 8.5"x11" black and white pdf drainage analysis for Preliminary Concepts*
- *One (1) 8.5"x11" black and white pdf cost estimate for Preliminary Concepts*
- *One (1) 8.5" x 11" black and white pdf meeting minutes (internal review meeting #1)*
- *Two (2) 11"x17" color plan drawings of the Preferred Alternatives*
- *One (1) 8.5" x 11" black and white pdf meeting minutes (internal review meeting #2)*

**TASK 3: FINAL CONCEPT PLANS AND RECOMMENDATIONS**

- 3.1: Draft 3D Renderings-** BA shall prepare maximum of two (2) 3D-photorealistic renderings for the Project Roadways in this scope. Model views shall be predetermined and approved by the CRA, before moving forward to rendering.
- 3.2: Final Draft Concept Plans-** BA shall prepare final draft concept plans of the Preferred Alternatives, including illustrative plans, cross-sections, plan features/data, and draft 3D renderings.
- 3.3: Internal Review Meeting (#3)-** BA shall attend one (1) meeting with the CRA/City to review the final draft concept plans. The meeting shall be made available as a teleconference and shall offer the CRA/City the opportunity to provide final comments and feedback, prior to the finalization of the concept plans. The CRA shall provide BA a single, consolidated list of comments/questions or concerns based on their review of the material and following the meeting. BA shall prepare and distribute minutes of the internal review meeting.
- 3.4: Concept Plans Refinement-** BA shall refine the final draft concept plans based on the *Internal Review Meeting #3 (Task 3.3)*. Comments received shall be incorporated prior to finalizing the concept plans.
- 3.5: Delivery of Final Concept Plans -** BA shall provide the final concept plans including illustrative plans, cross-sections, plan features/data, and final 3D renderings.

*Deliverables for Task 3.0 Final Concept Plans and Recommendations – As a result of this task, BA shall deliver the following to the CRA:*

- *Two (2) 8.5" x 11" PDF of draft 3D views*
- *Two (2) 8.5" x 11" color PDF of final draft concept plans*
- *One (1) 8.5" x 11" black and white pdf meeting minutes (internal review meeting #3)*
- *One (1) 8.5" x 11" color pdf of final concept plans and recommendations*
- *One (1) 8.5"x11" black and white pdf finalized cost estimate*



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**PART III: COMPENSATION**

**Tasks 1-3:** BA shall bill the CRA a lump sum fee for Tasks 1 through 3 (on a % complete basis) as follows:

TASK 1:	DATA COLLECTION AND PROJECT KICK-OFF .....	\$58,683.41
TASK 2:	CONCEPTS AND ALTERNATIVES .....	\$88,754.45
TASK 3:	FINAL CONCEPT MASTER PLAN AND RECOMMENDATIONS.....	\$19,292.50

SUBTOTAL: ..... \$166,730.36

REIMBURSEABLE EXPENSES (Estimated, not to exceed) ..... \$1,000.00

Reimbursable expenses shall be billed in addition to the fee and billed at actual costs and include, but not be limited to photocopies and printing, postage and shipping, long-distance telephone and all travel related expenses. Expenses and trips associated with travel to the project site shall be billed as reimbursable expenses.

**PART IV: SERVICES NOT INCLUDED**

The following services are not included in this Scope and may be provided by BA as an additional service:

1. Survey and mapping professional services
2. Detailed design and preparation of construction drawings
3. Civil engineering services outside of drainage plan
4. Architectural services
5. Photometric studies
6. Preparation and submission for regulating agencies
7. Any meetings not included in the scope above, including but not limited to internal, staff, public presentations, one-on-one stakeholder meetings, one-on-one elected officials' meetings or public hearings
8. Scheduling or reserving meeting space
9. Signage/wayfinding
10. Any traffic counts and/or related technical traffic analysis for any streets/intersections not listed in this scope of work.