

RESOLUTION NO. 1468

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF FIFE, PIERCE COUNTY, WASHINGTON
AUTHORIZING EXECUTION OF A CONTRACT
WITH KPG, INC. FOR CITY CENTER VISIONING
AND TRANSPORTATION SYSTEM PLAN UPDATE
SERVICES

WHEREAS, improved pedestrian connectivity and a pedestrian friendly city center have been identified as goals by the City Council; and

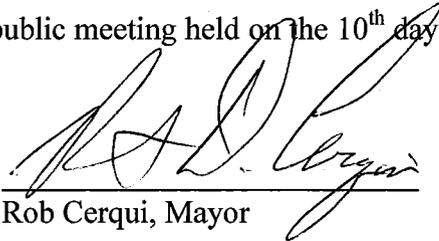
WHEREAS, in furtherance of these goals, the City Council has budgeted funds in the 2012 budget for city center visioning and for updating the City's comprehensive transportation system plan; and

WHEREAS, KPG, Inc. has been deemed to be the firm most qualified to provide city center visioning and transportation system plan update services to the City; and

WHEREAS, City Staff has negotiated a scope of work and contract with KPG, Inc. for the provision by KPG of such services as set forth in Exhibit A attached hereto; now therefore

BE IT RESOLVED that the Council hereby authorizes the City Manager to execute a contract with KPG, Inc. for city center visioning and transportation system plan update services in the form attached hereto as Exhibit A, in the amount not to exceed \$400,000.

ADOPTED by the City Council at an open public meeting held on the 10th day of April, 2012.


Rob Cerqui, Mayor

Attest:


Carol Etgen, City Clerk

City of Fife City Center Visioning

SCOPE OF WORK – DRAFT April 2, 2012

This scope of work describes the tasks KPG and its subconsultants will perform to assist the City of Fife with its City Center Visioning. The City Center Visioning will identify ownership and land use patterns that can efficiently leverage and stimulate new investment and development in the form of compact, pedestrian-friendly, mixed-use centers. The project will identify opportunities to enhance connectivity in the City Center through an expanded street network.

Task 1: Project Management

1.1 Project Management

The Consultant will provide continuous project management for the project duration.

1.2 Progress Reports and Invoicing

The Consultant will prepare monthly progress reports identifying work completed in the previous month, work in progress, upcoming work elements, and reporting of any delays, problems, or additional information needs. These reports will be submitted with the Consultant invoices.

Deliverables

- Master Project Schedule

Task 2: Public Outreach

2.1 Public Outreach

Public outreach will include identifying key stakeholders within the community and coordinating with City Staff to finalize the structure and timing of the two workshops, including logistical issues such as location and staffing of the public events.

Workshop One will serve as the formal kick-off of the public process. The Consultant will present the key issues and concerns, including any specific direction from City Staff and other public officials relating to larger goals and objectives. The Consultant will outline the purpose of the process and the steps which will be taken, as well as the means and methods of public engagement and participation. The results of the public input component will be compiled and presented back to the community at the conclusion of the workshop, to confirm the community's input and general preferences, as well as to identify any outlying concerns.

Workshop Two will present and develop a more refined version of the schematic plans generated in Workshop One. These plans will also reflect a more detailed set of assumptions relating to ongoing dialogue with City Staff and key stakeholders. The Consultant will update the community on the overall process, as well as how these additional technical considerations influenced and/or responded to the conceptual proposal which was generated with the

community's initial help and input. Workshop Two will continue to gather community input relating to the updated and refined plans, with that input ideally translated into further refinements. The Consultant will consolidate and present community input back to the citizens at the conclusion of the workshop, and layout the next steps for final design and presentation. In both Workshops, a variety of representation tools and techniques will be used to effectively convey key design concepts and strategies including plans and sketches, renderings, 3-D digital modeling, and digital photo montages.

2.2 Synthesis and Final Presentation

The Consultant will work with City Staff to synthesize findings and community input in a final set of presentation documents and recommendations. These will be formally presented to City Council and to the community, in a format of the City's choosing. This could either be as a formal public presentation, and/or as an online document.

It is assumed that the City Center Visioning process will run concurrently, but a little ahead of the Transportation System Plan efforts. With the intent of using the visioning process to both inform the Transportation System Plan analysis, as well as to test visioning ideas for feasibility with respect to transportation impacts and/or mitigation strategies.

Deliverables:

- Documentation of the findings, community input and recommendations from the public outreach process

Task 3: Planning Commission and City Council Presentations

3.1 Planning Commission Meetings

The Consultant shall attend and make presentations at up to 3 Planning Commission meetings to report findings from this work effort and seek input.

3.2 City Council Meetings

The Consultant shall attend and make presentations at up to 2 City Council meetings to report findings from this work effort and seek input.

Task 4: City Center Plan

4.1 The Consultant will prepare a City Center Plan incorporating the findings and feedback from Tasks 2 and 3. The plan will include recommendations for street and pedestrian improvements, preferred land use, implementation strategy, detailed drawings illustrating the possible scenarios, 3D visual models and 3D before and after photo montage.

Deliverables:

- Draft and Final City Center Plan

City of Fife Transportation System Plan Update

SCOPE OF WORK – DRAFT April 2, 2012

This scope of work describes the tasks KPG and its subconsultants will perform to assist the City of Fife with its Transportation System Plan Update.

Task 1: Project Management

1.1 Project Management

The Consultant will provide continuous project management for the project duration.

1.2 Progress Reports and Invoicing

The Consultant will prepare monthly progress reports identifying work completed in the previous month, work in progress, upcoming work elements, and reporting of any delays, problems, or additional information needs. These reports will be submitted with the Consultant invoices.

1.3 Coordination Meetings and Issues Workshop

The Consultant shall prepare for and attend up to 5 coordination meetings with the City to seek input on the work effort as it progresses. The Consultant will attend a 2-hour Issues Workshop with City Staff to define issues, opportunities and desired outcomes for the Transportation System Plan Update. The Consultant and City Staff will prepare workshop agenda and needed materials.

Deliverables

- Master Project Schedule

Task 2: Public and Agency Outreach

2.1 Public Outreach Meetings

The Consultant shall attend and make presentations at up to 3 public outreach meetings. City Staff will lead meeting scheduling, advertising and other logistics activities, and assist Consultant in preparing and reviewing materials.

2.2 Stakeholder Interviews

The City, with assistance from the Consultant, will perform 7 stakeholder interviews with the Puyallup Tribe, Port of Tacoma, WSDOT, School Districts (2), Larson Auto Group and O'Brien Auto Group. City Staff will assist in scheduling meetings and reviewing meeting materials.

2.3 Planning Commission Meetings

The Consultant shall attend and make presentations at up to 2 Planning Commission meetings to report findings from this work effort and seek input.

2.4 City Council Meetings

The Consultant shall attend and make presentations at up to 3 City Council meetings to report findings from this work effort and seek input.

Task 3: Transportation Needs Assessment

3.1 Needs Assessment

The City and Consultant will use the results from the Issues Workshop and stakeholder interviews to determine a set of key transportation issues. The Consultant will review federal, state, regional, and City requirements/guidelines for plan completion. The Consultant will obtain and review relevant planning documents from City Staff and other agencies (WSDOT, PSRC, Pierce County and adjacent cities). The Consultant will determine the relationship and connection to other planning efforts within the City, county, region, and state. These tasks will support the needs assessment of the following transportation modes:

- A. Auto
- B. Pedestrians and Bicycles
- C. Transit
- D. Freight

Using a layered network approach, the Consultant will integrate these modes into a comprehensive multimodal transportation system.

Task 3A: Auto

Existing Conditions

3A.1 Traffic Counts

The Consultant will assemble available traffic counts from the City, WSDOT, the Tideflats Study, and other recent studies. The Consultant will apply a small growth factor to increase the remaining intersection counts to 2012 conditions. For select locations, the Consultant will have afternoon peak 2-hour turning movement counts performed at up to 25 intersections.

3A.2 Existing Travel Demand Model

The Consultant will use the traffic counts to validate the Travel Demand Model.

3A.3 Intersection Level of Service (LOS)

The Consultant shall calculate afternoon peak hour intersection LOS for up to 35 intersections with Synchro and report Highway Capacity Manual results.

3A.4 Safety

The Consultant will work with the City and WSDOT to assemble crash data for the three most recent years available. The Consultant will summarize the data and identify safety issues.

Future Conditions

3A.5 Travel Demand Forecasts

The City will summarize future (2040) land use build-out characteristics in the City based on the Comprehensive Plan land use designations and the ongoing City Center Visioning process. This will provide the basis for estimating trip generation within the transportation planning areas of the City. The trip generation analysis may include up to three development scenarios to accommodate for a range or pace of anticipated growth. The Consultant will incorporate changes in travel patterns resulting from adjustments to density, diversity, and the overall design of the system.

The Consultant will assemble all relevant transportation plans and programs that affect the City, including Fife's Transportation Improvement Program (TIP), WSDOT's long range transportation plan, Pierce County and Sound Transit's facility plans, and the Puget Sound Regional Council Metropolitan Transportation Plan. The plans will be consistent with those considered in the Tideflats Study.

The Consultant will develop a future year travel demand model for the afternoon peak hour by updating the TATS model and using adopted land use projections and identified transportation improvement projects. Key attributes to be examined and used will include current and future land use, zonal definition and network assumptions. The City's traffic analysis zone (TAZ) system will be modified as needed. The model will distinguish between traffic generated by growth within the City and that generated by growth outside the City limits. The Consultant will summarize traffic volumes attributable to land use growth within the City limits. The Consultant will post-process the raw output from the model to obtain consistent volumes throughout corridors.

3A.6 Future Needs and Opportunities

The Consultant and the City will identify projected future traffic needs using the results of the future forecasts and previous planning efforts. The Consultant will run up to four sensitivity tests with the future year model to assess land use changes, possible new road connections and/or other improvements. For sensitivity tests, the Consultant will document changes in traffic patterns and volumes but will not produce intersection-level LOS or other post-processed results. The Consultant will analyze possible changes in functional classification related to the future street volumes and travel patterns and identify the impacts of future growth on other transportation modes. These analyses will be qualitative based on changes in travel patterns affecting City facilities and services.

Prior to completing the Streets System Plan including freight and safety, the Consultant will update the draft Bicycle and Pedestrian System Plan (Task 3B) and Transit needs (Task 3C) to ensure consistency among all modes. Upon resolution of any conflicts among the modes, the Consultant will develop a Draft and Final Streets System Plan for the Transportation System Plan.

3A.7 Future Intersection LOS

The Consultant will post-process the future (2040) volumes from the travel demand model for one development scenario at up to 35 intersections and calculate afternoon peak hour intersection levels of service with Synchro.

Deliverables:

- Maps and spreadsheets showing land use forecasts by traffic analysis zone throughout the planning area
- Tabular listing and map of programmed and planned projects
- Memorandum documenting the existing model validation and future forecasts
- Travel Demand Model electronic files and spreadsheets
- System Plan section documenting the analysis of future needs and recommended traffic and circulation network

Task 3B: Pedestrians and Bicycles

3B.1 The purpose of this task is to update the existing Bicycle and Pedestrian element of the Transportation System Plan. The Consultant will review the City's current plan to determine what revisions are needed to make this modal element compatible with the rest of the TSP. At a minimum, the Consultant will provide the following updates:

- Update the non-motorized inventory
- Update collision data
- Identify and prioritize non-motorized improvements needed for the next 25 years
- Expand the hierarchy of facilities to include design treatments such as sharrows and separated/buffered bike lanes
- Provide a crosswalk policy

The Bicycle and Pedestrian Plan update will be coordinated with the other modal elements and financial planning efforts to identify bicycle and pedestrian projects where there is clear synergy with other modes and to avoid areas of potential conflicts.

Deliverables

- Draft and Final Pedestrians and Bicycles section of Transportation System Plan

Task 3C: Transit

3C.1 The Consultant will analyze Pierce Transit and Sound Transit Long-Range Plans for anticipated transit service changes in the City of Fife bus routes and any potential for new routes being added to the area. Using these results, the Consultant will determine a range of transit services that could best serve the City. The recommendations will include transit improvements and services which will meet the needs of the citizens of the City of Fife for the next 25 years. This evaluation will specifically include Sound Transit light rail alignment options that would best meet Fife's future mobility and development needs.

Deliverables:

- Draft and Final Transit section for Transportation System Plan

Task 3D: Freight

3D.1 The Consultant will review existing truck counts and the City's designated truck route. The Consultant will make recommendations to the truck route and determine a roadway network that could best serve truck movements through and within the City of Fife for the next 25 years.

Deliverables:

- Draft and Final Freight section for Transportation System Plan

Task 4: Funding

The purpose of this task is to identify and analyze funding sources for transportation improvements, resulting in a financially feasible Transportation System Plan for the City of Fife.

4.1 Recent and Current Transportation Funding

The City will provide recent transportation capital expenditures and specific sources and amounts of revenue that paid for each transportation capital improvement. The City will also provide current funding plans (i.e., TIP, CIP, etc.). The Consultant will analyze and evaluate Fife's current funding of transportation improvements. The Consultant will interview up to five City and community stakeholders regarding Fife's funding of transportation improvements.

4.2 Initial Funding Strategies for 2012 -2040

The Consultant will identify specific potential funding sources that are available to pay for transportation improvements and programs. The funding sources may include unused, underused and innovative revenues and strategies in addition to Fife's existing funding sources. The Consultant will identify restrictions on the use of each funding source, prepare initial estimates of amounts likely to be available and identify types of projects that would be eligible for each funding source. Forecasts will include short-term (6-year) and long-term (2040) projections. The Consultant will review the initial funding sources and estimates with City staff.

The Consultant will also coordinate the development of prioritization criteria for transportation improvements with the development of funding strategies in order to ensure that priorities and funding are consistent and feasible.

4.3 Presentations and Review of Initial Funding Strategies

The Consultant will provide information about funding strategies in formats that help City Council, stakeholders and the community to understand and evaluate the potential funding strategies. The Consultant will support and participate in four presentations and meetings to obtain opinions and suggestions from City Council and the community concerning funding strategies for the Transportation System Plan.

4.4 Final Funding Strategies and Transportation System Plan

The Consultant will use the feedback from City Council and the community, and the final list of transportation capital improvement projects, to prepare the final funding strategies and estimates for a financially feasible Transportation System Plan. The final financing plan will list actions that the City can take to implement the funding strategies in order to avoid any funding shortfalls for identified transportation needs.

4.5 Grants

The Consultant will recommend the most applicable grant programs to assist the funding of the improvements identified in the Transportation System Plan.

Deliverables:

- Evaluation of and current transportation funding strategies
- Initial funding strategies and estimated amounts for the Transportation System Plan
- Summary of City Council and community reactions to the initial funding strategies
- Final funding strategies and amounts for the Transportation System Plan
- Draft and Final Funding section for Transportation System Plan
- List of grant programs

Task 5: Implementation

The Consultant will provide guidance on implementing the projects and strategies in the Transportation System Plan.

5.1 Define Prioritization Criteria

The Consultant will prepare prioritization criteria for consideration and approval of City Staff.

5.2 Prioritize Projects

The Consultant will apply prioritization criteria to transportation improvement list (by mode), and prepare listings of high, medium, and lower priority projects based on criteria.

5.3 Project Cost Estimating

The Consultant will prepare updated planning-level capital cost estimates for up to 20 projects. The cost estimates will be based on standard per linear foot or per square foot rates for the various types of improvements.

Deliverables:

- Memorandum showing prioritization criteria and applications to transportation projects
- Documentation of cost estimates
- Draft and Final Implementation section of Transportation System Plan

Task 6: Sustainability

6.1 This section will identify sustainability policies (see Task 7) and several actions that the City could undertake to improve air quality and promote healthy living. Recommendations could include strategies that are known as “Best Management Practices,” which incorporates traditional Transportation Demand Measures as well as elements like traffic signal coordination, parking policies, and land use strategies to lower single occupancy vehicle trips. The non-motorized system will provide opportunities for citizens to actively move around the city while minimizing the use of vehicles.

Deliverables:

- Draft and Final Sustainability section of Transportation System Plan

Task 7: Policy Development

The purpose of this task is to prepare and/or update existing policies resulting in a complete set of policies to guide the development and implementation of the long-range transportation plan.

7.1 Refine Goals and Policies

The Consultant will provide input on existing and new Goals and Policies based on comments from community meetings, and issues learned during the needs assessment process. The Consultant will provide a brief critique of Goals and Policies in comparison with other agencies and to ensure consistency with County, Regional and State requirements. City Staff, in coordination with the Consultant, will develop new policies and modify existing policies. The Consultant will review and comment on the proposed policies.

7.2 Level of Service Policy

As part of the policy review, the Consultant will review the City’s current Level of Service (LOS) policies. Consultant will conduct a workshop to explore alternative LOS approaches, including several factors: geographic location, time period, and mode. The selection of an LOS standard and methodology will guide the development of the Transportation Needs Assessment (see Task 3). The Consultant will also review the City’s concurrency policies (see Task 8) and update them to be consistent with level of service and financial policies.

Deliverables:

- Technical memorandum summarizing Level of Service approaches
- Draft and Final Goals and Policies section of Transportation System Plan (City lead)

Task 8: Concurrency

8.1 The Consultant will review the City’s current concurrency program (Chapter 17.08) and development review procedures. The Consultant will recommend modifications to the

concurrency provisions as appropriate to match the level of service policies. Included will be an examination of procedures that might allow the city's concurrency program to be streamlined.

Deliverables:

- Update Fife Municipal Code if changes are recommended to the concurrency program
- Draft and Final Concurrency section of Transportation System Plan

Task 9: Transportation Impact Fees

9.1 The Consultant will review the City's current transportation impact fee program and fee calculation worksheets. The Consultant will recommend modifications to the transportation impact fee program and update the project list and travel forecasts.

Deliverables:

- Updated impact fee rate study
- Updated impact fee ordinance suggestions

Task 10: Transportation System Plan

10.1 The Consultant will compile the modal elements into a Transportation System Plan document. The City will be responsible for printing and distributing the document.

Deliverables:

- Draft and Final TSP (electronic)

Task 11: Management Reserve

11.1 The City may require additional services of the Consultant in updating the Transportation System Plan. The scope of these services will be determined based on the unanticipated project needs or other considerations at the sole discretion of the City. This work may include items identified in Tasks 1-10. This work will be conducted on an as needed basis within the budget allowances assigned for this task. The Consultant will not proceed with this task until authorized by the City.

Optional Task 12: Curb Ramp Cost Estimating

12.1 The Consultant will provide planning-level cost estimates to update the City's curb ramps to current ADA standards. The cost estimates will include right-of-way needs and construction easements based on a review of tax assessor information. To complete this task, 12 hours are estimated for the Lead Engineer (\$165/hour) and 45 hours for the Senior Engineer (\$124/hour) for a total of \$7,560. This is an optional task and the Consultant will not start this task until authorized by the City.

Deliverables:

- Documentation of cost estimates