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To: Honorable Mayor and Village Council

Date: January 17, 2014

From: Ron E. Williams, Village Manager

Re: DRTF Preliminary Project  
Traffic Impact Analysis

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**A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO TRAFFIC IMPACT ANALYSIS STUDY; AUTHORIZING THE VILLAGE MANAGER TO PROVIDE FUNDING FOR REQUIRED TRAFFIC IMPACT ANALYSIS STUDY PROVIDED BY MARLIN ENGINEERING, INC. AS IT RELATES TO THE DOWNTOWN REDEVELOPMENT TASK FORCE (DRTF) PRELIMINARY PROJECT AREA; AUTHORIZING THE VILLAGE MANAGER TO ISSUE A PURCHASE ORDER IN AN AMOUNT NOT TO EXCEED \$39,725.00; AND PROVIDING FOR AN EFFECTIVE DATE.**

#### **BACKGROUND AND ANALYSIS**

Since incorporation in 2002, residents of Palmetto Bay have envisioned a thriving downtown district in the Village's southwest corner surrounding US-1. This area known as the Franjo Island or the FT&I district has been long overdue for a transformation that benefits the Palmetto Bay community. The FT&I district is a high exposure area located along one of the most-traveled arteries in Miami-Dade County.

An aggressive effort to create a livable, walkable downtown Palmetto Bay in the Village's southwest corner along US-1 launched in May 2013 with the creation of the Manager's Downtown Redevelopment Task Force (DRTF) which consists of stakeholders to devise a comprehensive plan that will spur the redevelopment of the area. The DRTF group is focusing on transforming the existing business district into an attractive downtown district, and to expand services for the Palmetto Bay residents with an eye on enhancing the Village's overall financial viability now and well into the future. The DRTF received initial funding and vital support from the Village Council on September 18, 2013 at Palmetto Bay's Final Hearing for the FY 2013-14 Operating & Capital Budget to commence implementation of task and projects critical to implementing the preliminary planned improvements in the downtown redevelopment area.

The initial phase of investigating redevelopment and revitalization in the Village's Downtown area is to proceed with analyzing the impact on traffic on proposed development

or redevelopment project that may require separate approvals from multiple entities at the local and state level. A traffic impact study or impact analysis is critical as most redevelopment projects typically have an impact on adjacent or external transportation systems whereas documentation of these off-site impacts is required to obtain the necessary approvals.

The Village administration desires to contract with Marlin Engineering, Inc. to provide Transportation Engineering services for the preparation of a traffic impact analysis (TIA) to analyze and evaluate the impacts of proposed downtown street closures, relocation of signalized intersections, existing conditions, traffic flow modifications, traffic circles at multiple intersections and rerouting of traffic on the surrounding roadway network based on the proposed design detailed in Exhibit A, B, and C. The traffic impact study will also identify areas where there is a significant impact to the roadway system and its current level of service (LOS), possible mitigation measures for those impacts, and evaluate any changes to the circulation network that may arise as a result of increased density along SW 97<sup>TH</sup> Avenue between Hibiscus Street and SW 184<sup>TH</sup> Street.

Marlin Engineering is one of three pre-qualified firms selected to provide Transportation Engineering services on a rotating basis. The services to be provided by Marlin Engineering, Inc. will incorporate an evaluation of existing sites, traffic data collection, an analysis and evaluation of data collection, a justification report, and obtain concurrency from both Miami-Dade County Public Works Waste Management (MDCPWWM) Traffic Engineering Division (TED) and Florida Department of Transportation (FDOT).

The traffic impact analysis once complete, will provide recommendations on the scenario that provides the best traffic flow options and on street parking configurations for the proposed DRTF preliminary project area. Marlin Engineering will provide deliverables as detailed in the attached proposals. Concurrency from both Miami-Dade County Public Works Waste Management Division of Traffic Engineering and Florida Department of Transportation is required before report can be accepted as final.

The Administration is requesting authorization from the Village Council to enter into an agreement with Marlin Engineering, Inc. to provide Transportation Engineering services to the Village for the preparation of a Traffic Impact Analysis of the DRTF Preliminary Project area.

#### **FISCAL/BUDGETARY IMPACT**

Funding is available and budgeted for this item under "Special Revenue Funds – Street Sign Bond" in an amount not to exceed \$39,725 during Fiscal Year 2013-14.

#### **RECOMMENDATION**

Approval is recommended.

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO TRAFFIC IMPACT ANALYSIS STUDY; AUTHORIZING THE VILLAGE MANAGER TO PROVIDE FUNDING FOR REQUIRED TRAFFIC IMPACT ANALYSIS STUDY PROVIDED BY MARLIN ENGINEERING, INC. AS IT RELATES TO THE DOWNTOWN REDEVELOPMENT TASK FORCE (DRTF) PRELIMINARY PROJECT AREA; AUTHORIZING THE VILLAGE MANAGER TO ISSUE A PURCHASE ORDER IN AN AMOUNT NOT TO EXCEED \$39,725.00; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, an aggressive effort to create a livable, walkable downtown Palmetto Bay in the Village's southwest corner along US-1 launched in May 2013 with the creation of the Manager's Downtown Redevelopment Task Force (DRTF); and,

**WHEREAS**, initial funding and vital support from the Village Council on September 18, 2013 at Palmetto Bay's Final Hearing for the FY 2013-14 Operating & Capital Budget to commence implementation of tasks and projects critical to implementing the preliminary planned improvements in the downtown redevelopment area; and,

**WHEREAS**, a traffic impact study or impact analysis is critical as most redevelopment projects typically have an impact on adjacent or external transportation systems; and,

**WHEREAS**, the Village requested and Marlin Engineering, Inc. provided a proposal to study the impact on the surrounding roadway network and intersections based on the new design being planned for the Downtown Redevelopment Task Force (DRTF) preliminary project area (Exhibit A, B, and C attached); and,

**WHEREAS**, Marlin Engineering, Inc. will identify significant traffic impacts, possible mitigation measures for those impacts, evaluate any changes to the circulation network proposed by a high density residential development along SW 97<sup>th</sup> Avenue between Hibiscus Street and SW 184<sup>th</sup> Street and evaluate how the DRTF preliminary project will affect traffic operations, turn movements permitted to and from the various sites to be developed, locations of nearby traffic signals, and proposed roadway closures; and,

**WHEREAS**, Marlin Engineering, Inc. will provide deliverables detailed in the attached proposal and obtain concurrency from both Miami-Dade County Public Works Waste Management Division of Traffic Engineering and Florida Department of Transportation before report is final; and,

**WHEREAS**, Marlin Engineering, Inc. is one of three pre-qualified firms selected to provide Transportation Engineering services on a rotating basis for the Village of Palmetto Bay; and,

**WHEREAS**, the Administration desires to contract with Marlin Engineering, Inc. to provide Transportation Engineering services for the preparation of a traffic impact analysis (TIA) for Downtown Redevelopment Task Force (DRTF) preliminary project area (Exhibit A and B attached); and,

**WHEREAS**, the Village of Palmetto Bay has funding available in special revenues funds – Street Sign Bond in an amount not to exceed \$39,725 during Fiscal Year 2013-14.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:**

**Section 1:** The Village Manager is authorized to issue a purchase order for Traffic Engineering Services with Marlin Engineering, Inc., to perform a traffic impact analysis in preparation for the design and construction of the Downtown Redevelopment Task Force (DRTF) preliminary project in an amount not to exceed **\$39,725.00**.

**Section 2:** This resolution shall take effect immediately upon approval.

PASSED AND ADOPTED this \_\_\_\_\_ day of February, 2014.

Attest: \_\_\_\_\_  
Meighan J. Alexander  
Village Clerk

\_\_\_\_\_  
Shelley Stanczyk  
Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE USE AND RELIANCE OF THE VILLAGE OF PALMETTO BAY, FLORIDA ONLY:

\_\_\_\_\_  
John R. Herin, Jr.  
Interim Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore \_\_\_\_\_

Council Member Tim Schaffer \_\_\_\_\_

Council Member Joan Lindsay \_\_\_\_\_

Vice-Mayor John DuBois \_\_\_\_\_

Mayor Shelley Stanczyk \_\_\_\_\_

January 3, 2014

Ron E. Williams – Village Manager  
Village of Palmetto Bay  
9705 East Hibiscus Street  
Palmetto Bay, FL 33157

**RE: Downtown Redevelopment Task Force (DRTF) -  
Traffic Impact Analysis Study**

Dear Mr. Williams:

Marlin Engineering, Inc. (MEI) is pleased to respond to your request for proposal on the above referenced project.

**1. PROJECT**

The purpose of this request for proposals is to identify a consultant to study the impacts of the downtown Palmetto Bay street closures on the surrounding roadway network and intersections based on the new design being planned for Downtown Redevelopment Task Force (DRTF) preliminary project area, which consist of 6,000 new residential units and 400,000 new square feet of commercial development.

The consultant's role will be to identify potentially significant traffic impacts, possible mitigation measures for those impacts, evaluate any changes to the circulation network proposed by a high density residential development along SW 97<sup>th</sup> Avenue between Hibiscus Street and SW 184<sup>th</sup> Street and evaluate how the DRTF project will affect traffic operations, turn movements permitted to and from the various sites to be developed, locations of nearby traffic signals, and proposed roadway closures.

**2. SCOPE OF WORK FOR TRAFFIC ENGINEERING SERVICES:**

The scope for this study is to perform a traffic impact analysis (TIA) to analyze and evaluate the impacts of the proposed closure and rerouting of traffic on the surrounding roadway network based on the proposed design as detailed in Exhibits A, B and C (provided by Village). The traffic impact study will analyze propose road closures, relocation of signalized intersections, existing conditions, traffic flow modifications and proposed traffic circles at multiple intersections. The traffic study analysis will assume the following:

**A. Road closures:**

1. SW 175<sup>th</sup> Terrace, between NB US-1 to Perrine Avenue
2. SW 98<sup>th</sup> Avenue Road between Hibiscus Street and Indigo Street
3. Indigo Street, west of NB lanes of US-1

4. Wayne Avenue, west of NB lanes of US-1
5. SW 181<sup>th</sup> Street, east of SW 97<sup>th</sup> Avenue
6. SW 182<sup>nd</sup> Street, east and west of 97<sup>th</sup> Avenue
7. SW 183<sup>rd</sup> Street, east and west of 97<sup>th</sup> Avenue

**B. Proposed traffic circles/Cul-de-sac at the intersections of:**

1. Fern Street and SW 97<sup>th</sup> Avenue
2. Indigo Street and SW 97<sup>th</sup> Avenue
3. SW 181<sup>st</sup> Terrace and SW 97<sup>th</sup> Avenue
4. SW 184<sup>th</sup> Street and SW 97<sup>th</sup> Avenue
5. SW 180<sup>th</sup> Street and SW 94<sup>th</sup> Court (Cul-de-sac)

The study will provide recommendations on the best traffic flow options and on street parking configurations for the proposed DRTF preliminary project area. The project as located has twelve (12) intersections and thirteen (13) roadway links surrounding the DRTF Preliminary Project area.

**C. Traffic Counts**

- I. Turning Movement Counts: Six-hour intersection turning movement counts (AM, MD and PM peak periods) will be performed, as depicted on Figure 1.

Note: Traffic movement counts will be obtained at each intersection for the following peak hour periods:

- i. 7:00 – 9:00 AM, 11:00 AM – 1:00 PM and 4:00 – 6:00 PM
- II. Bi-directional approach counts will be taken for a period of 24-hours, with breakdowns in intervals of 15-minutes at the following locations:
  1. 183<sup>rd</sup> Street, east of 97<sup>th</sup> Avenue
  2. 183<sup>rd</sup> Street, west of 97<sup>th</sup> Avenue
  3. 182<sup>nd</sup> Street, east 97<sup>th</sup> Avenue
  4. 182<sup>nd</sup> Street, west of 97<sup>th</sup> Avenue
  5. 181<sup>st</sup> Street, east of 97<sup>th</sup> Avenue
  6. Wayne Avenue, west of US 1
  7. Datura Street, between US-1 NB and SW 97<sup>th</sup> Avenue
  8. Indigo Street, west of US 1
  9. Fern Street, between US-1 NB and US-1 SB
  10. SW 98<sup>th</sup> Avenue Road, between Hibiscus Street & Indigo Street
  11. SW 175<sup>th</sup> Terrace, between US 1 and 97<sup>th</sup> Avenue
  12. 97<sup>th</sup> Avenue, between Evergreen Street & Hibiscus Street
  13. 97<sup>th</sup> Avenue, between Hibiscus Street & Wayne Avenue
  14. 97<sup>th</sup> Avenue, between Wayne Street & 184<sup>th</sup> Street
  15. SW 98<sup>th</sup> Avenue, between 181<sup>st</sup> Terrace & 184<sup>th</sup> Street

Note: All traffic data count locations were determined by Village of Palmetto Bay staff (Exhibit A, B and C) and provided to consultant. Additional TMCs suggested by Consultant in Figure 1 are not included in the cost proposal. In the event that additional traffic data count locations are requested or required by any stakeholding agency, an Additional Services Agreement may be required.

#### **D. Field Inventory**

The consultant will also perform an existing conditions inventory to collect existing roadway geometry, existing traffic signal equipment, and existing parking inventory around the square. These inventories will be used to establish geometry parameters needed to develop a traffic model. The parking inventory around the square will be utilized to evaluate the impacts of the proposed project on parking.

#### **E. Project Deliverables**

The consultant will provide a Traffic Impact Analysis report with recommendations on the scenario that has a lesser impact on traffic flow. The study report will also provide a recommendation on parking. The study report will include narratives for each of the following sections:

1. Introduction
2. Roadway Features and Traffic Characteristics
3. Traffic Data
4. Traffic Circulation
5. Traffic Analysis
6. Parking
7. Conclusion
8. Recommendations
9. Appendix
10. Concurrency from MDPWD and FDOT

Note: Concurrency from MDC and FDOT on the Traffic Impact Study is required before report can be accepted as final. A timeline for study milestones is shown under Section 6 of proposal.

Note: Village shall provide all proposed site data, including but not limited to proposed land uses by location, proposed land use magnitude by location, proposed roadway network and opening year.

### **3. CONTRACT SUM**

For the services performed under paragraph 2, the Client will pay the Engineer the lump sum fee of (**\$ 39,725.00**) payable as follows. Any additional services will be negotiated as needed.

#### 4. PAYMENTS

Subsequent progress payments of the above lump sum fees shall apply and invoice monthly in proportion to the services performed.

Should the client wish us to provide and/or negotiate with third parties, any of the aforementioned services or any other additional work not included in this proposal under the Scope of Work, we will provide it on a Time Charge plus Expenses basis, computed as the sum the following:

- Negotiated Rates, under RFQ 2013-PW-100
- Non-Salary expenses times a multiplier of 1.05

Non-Salary expenses include such typical expenses as cost of: transportation and subsistence; toll telephone calls and telegraph; printing and reproduction; computer time and programming costs; identifiable supplies; subcontract services such as: surveys, subsurface investigation and testing by commercial laboratories.

#### 5. CLIENT RESPONSIBILITIES

Provide access to and make all provisions for the Engineer to enter upon public and private lands as required for the Engineer to perform his work under this proposal.

Place at the disposal of the Engineer all available information pertinent to the project upon which the Engineer can rely, including previous reports and any other data related to the design and construction of the project.

Designate a person to act as the Client's representative with respect to the work to be performed, such person to have complete authority to transmit instructions, receive information, interpret and define the Client's policies and decisions with respect to the work covered by this proposal.

#### 6. SCHEDULE & DELIVERIES

A "signed and sealed" Traffic Impact Analysis documenting the results of the study will be submitted, as detailed in the scope of services. The Engineer has neither jurisdiction nor control over the regulatory agencies and their plans review process, therefore the Engineer shall not be liable for the delays created by said agencies\*.

Data Collection –	3 weeks
Draft Report –	6 weeks
Village of Palmetto Bay Staff Review -	1 week
FDOT/MDPDW Draft Review –	2 weeks*

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Final Report -	2 weeks
Village of Palmetto Bay Staff Review -	1 week
FDOT/MDPDW Final Review -	<u>2 weeks*</u>
Total	16 weeks

Village Council Presentation for acceptance will be scheduled at staff request.

## 7. ACCEPTANCE

The return of an executed copy of this proposal would constitute our authorization to proceed.

Very truly yours

**MARLIN ENGINEERING, INC.**



James E. Spinks III, PE, PTOE  
Vice President  
Planning Manager of South Florida

ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_



**DRTF DATA COLLECTION -  
Village of Palmetto Bay**

**FIGURE  
1**



# Exhibit A, B & C

(Provided by Village of Palmetto Bay)

### Exhibit A

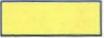


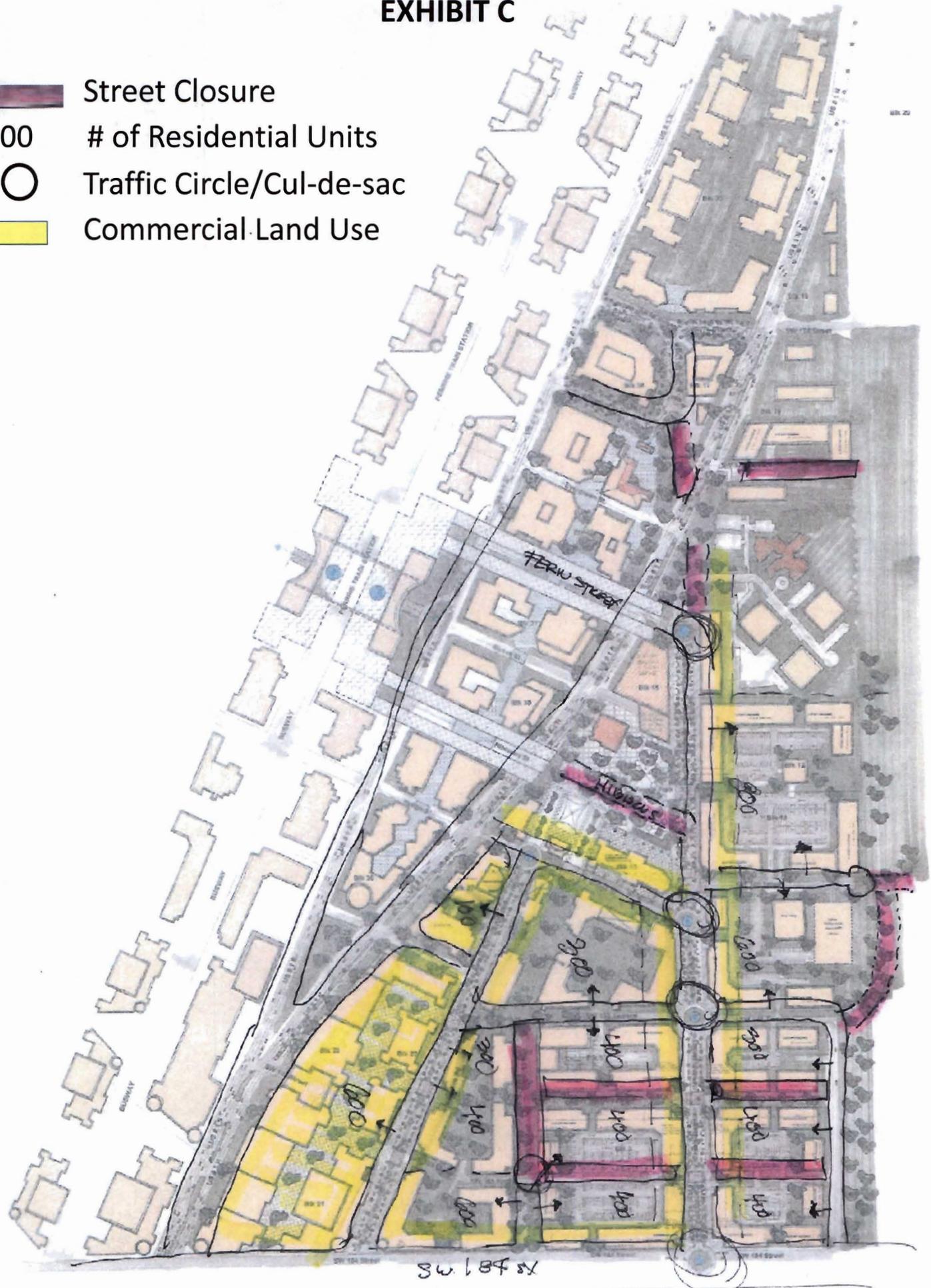
24 Hour Tube Counts (with Speed)  
Peak) Proposed Street Closure Locations

Turning Movement Counts (AM/PM



# EXHIBIT C

-  Street Closure
- 600 # of Residential Units
-  Traffic Circle/Cul-de-sac
-  Commercial Land Use



Note: Provided by Village of Palmetto Bay