

**AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN
VANASSE HANGEN BRUSTLIN, INC.
d/b/a VHB MILLER SELLEN
AND
ESCAMBIA COUNTY COMMUNITY REDEVELOPMENT AGENCY
VHB-MS CONTRACT NO. 81283.11**

April 22, 2011

This Agreement is composed of Part I only. Part I includes details of the services to be performed, timing of the services, and compensation.

PART I

PROJECT DESCRIPTION

VHB-MS will prepare a design guidelines manual for the Navy Boulevard (U.S. 98/ SR 30 / SR 295) commercial corridor located within the Warrington Redevelopment Area and provide recommendations to update an existing overlay zoning district to incorporate the design guidelines. The subject corridor is generally located between the Bayou Chico Bridge to the north (City of Pensacola incorporated limits) and the Bayou Grande Bridge to the south (Naval Air Station Pensacola) and is approximately 3.3 miles in length.

Escambia County initiated its redevelopment strategy in Warrington as a result of efforts to protect and strengthen communities adjacent to area naval facilities, Pensacola Naval Air Station and Naval Technical Training Center Corry Field. Since the redevelopment program began in 1995, the area has seen substantial public and private sector reinvestment. To continue the redevelopment program, the County would like to create design guidelines for Navy Boulevard, which serves as the gateway to Naval Air Station Pensacola. Design guidelines are intended to contribute to creating a desired appearance for redevelopment and reinvestment while encouraging new investment to the adjacent historic, waterfront, village-like neighborhoods.

SCOPE OF SERVICES

Phase One

1.1 Project Kickoff and Context Report

Following the Project Kickoff Meeting, VHB will collect existing conditions data for the subject corridor. The findings will be summarized in a Context Report that is comprised of three parts: a Site Inventory; a Planning Document Analysis; and a Preliminary Transportation Analysis. Each part is described in further detail below:

A. Project Kickoff Meeting

VHB-MS will meet with County staff to review and establish project objectives, key milestones, and final deliverables. VHB-MS will prepare and submit a master project schedule, which will be updated as necessary throughout the project.

B. Site Inventory

The contextual analysis of the corridor will include a “windshield survey” intended to photograph, inventory, and assess general site conditions, urban form and development character, pedestrian and vehicular circulation patterns and connectivity. VHB-MS will catalog the results of the photographic inventory and provide an analysis in the final Context Report.

The Naval Air Station is a critical resource and plays a significant role in the form and function of the Warrington community. VHB-MS will review historical references of the Station to provide context for the future design guidelines. Through this research, historic design elements will be identified and recommendations for providing a consistent branded theme for the Navy Boulevard corridor will be made in the Context Report.

C. Planning Document Analysis

VHB-MS will review and analyze applicable planning and regulatory documents, including, but not limited to:

- 2010 Warrington Redevelopment Plan
- Escambia County Comprehensive Plan, including Future Land Uses
- Escambia County Land Development Code, including the Warrington Commercial Overlay District and zoning
- 5-year Capital Improvements Program
- Southwest Greenway Plan
- Redevelopment Plans and Design Guidelines developed for the Barrancas, Brownsville, Englewood, and Palafox CRAs.

The result of this document analysis will be recorded in the Context Report. Recommendations for changes to the planning and regulatory framework will be provided in the Final Implementation Plan document described in Task 1.4.

D. Preliminary Transportation Analysis

VHB-MS will analyze existing transportation conditions within the corridor, including pedestrian, bicycle, transit and automobile facilities. This will include an analysis of the Florida Department of Transportation’s (FDOT) 5-year roadway plan, local roadway and capital improvement plans, Transit Oriented Design (TOD) capabilities, Escambia County Area Transit (ECAT) routing and station improvements, traffic capacity and traffic concurrency analysis. These elements will be analyzed to identify projects that may have a potential effect on the corridor, its land uses and functionality, and to make recommendations as to possible mobility improvements within the corridor.

Realizing that transportation improvements, such as roadway widening, access management, and signage, have major ramifications for existing businesses and future business development, VHB-MS will address potential impacts and make recommendations as to specific considerations, actions or improvements that should be considered to minimize impacts and accommodate continued economic activity along the corridor.

Task 1.1 Deliverables:

- **Master Project Schedule**
- **Draft Context Report**
- **Final Context Report**

1.2 Public Workshops

VHB-MS recognizes the significant role that community participation and engagement play in the urban redevelopment process. VHB-MS will prepare for and attend up to three (3) public workshops to obtain community feedback regarding the corridor design.

Public Workshop #1

The first public workshop will be a series of “stakeholder” interviews intended to elicit specific input from individuals who play a critical role in the success of the area. These may include members of the Warrington Revitalization Committee, business owners along the corridor, commercial real estate brokers that represent property owners along the corridor, key community lenders, development companies and County and City Commissioners. VHB-MS and the Client will communicate to identify, contact, and create a schedule for stakeholder interviews.

These stakeholder interviews, facilitated by VHB-MS, will seek to obtain vital information regarding such things as historic development patterns, market demand/absorption, areas of primary concern, and potential incentive strategies for redevelopment and refurbishment along the corridor. Our team will collect, summarize and present our findings to County staff and at the other two public meetings to inform all decision makers and to help identify priorities for the development of the overall master plan.

Public Workshop #2

The second public workshop (“Community Kickoff”) will present the preliminary results from the Stakeholder Interviews, as well as results from the contextual analysis and preliminary design concepts. The intended outcome will be to compile a prioritized list of design-related Issues to be addressed by the Design Guidelines.

Public Workshop #3

The third public workshop (“Plan Presentation”) will present final draft design concepts that will be incorporated into the final Design Guidelines manual, as well as the redevelopment master plan for the corridor. The design guidelines and redevelopment master plan are described in greater detail in Task 1.3 and Task 1.4.

Workshop presentations will be highly visual and include photographs and three-dimensional graphics to convey planning and design concepts to the general public. Community feedback on these graphics helps revise and fine-tune the design concepts which comprise the final Design Guidelines and ensures they will be supported by the residents and business community upon adoption.

Task 1.2 Deliverables:

- **Draft Presentations for Workshops**
- **Attendance and Participation at Three (3) Public Workshops**

1.3 Preparation of Design Guidelines

Using information obtained during the public workshops (Task 1.2), as well as generally accepted best redevelopment practices, VHB-MS will develop a series of alternative design concepts and guidelines. Design guidelines will address both the public and private realms and will set the recommended standards and patterns which will guide future development and redevelopment activity within the corridor. The guidelines will be designed as a “visual code” explaining the design concepts, theming and ultimate built outcomes that are desired. Unlike current ordinance codes, these guidelines will go beyond the establishment of

minimum requirements. They will embody the design reasoning and aesthetic tools for the desired results in both the public and private realms.

A. Public Realm Design Alternatives

The Public Realm design alternatives will include recommendations and conceptual design for:

- Streetscape design standards (typical sections);
- Corridor beautification and landscape buffering design standards;
- Low Impact Development (LID) design recommendations (including recommendations for Jones Creek);
- On-street parking standards;
- Recommendations for infrastructure improvements;
- Recommendations for signage improvements; and
- Recommendations for pedestrian and bicycle improvements.

This will be the basis for future streetscape corridor improvement construction design. These are not construction documents, but rather design concepts which allow the Client to make qualitative and quantitative design choices and establish the overarching theme and design patterning for the various segments of the corridor. Final construction plans are not included in this Agreement but can be provided through an Addendum to this Agreement. Final construction plans will establish design patterns, materials, colors, finishes, material schedules and recommended vendors for all streetscape elements.

In order to demonstrate the intended physical form of the Public Realm, VHB-MS will prepare Conceptual Streetscape Drawings of a prototypical section of Navy Boulevard. These Conceptual Streetscape Drawings will serve as a visual example of the selected section of the Corridor and will be prepared by a Registered Landscape Architect (RLA).

B. Private Realm Design Alternatives

The Private Realm design alternatives will include recommendations and conceptual design for:

- Site development criteria;
- Building scale and massing;
- General architectural façade recommendations;
- Low Impact Development (LID) design recommendations (including recommendations for Jones Creek);
- Pedestrian circulation
- Landscape buffering and hardscape screening design standards; and
- Off-street parking, arrangement and design.

Task 1.3 Deliverables:

- **Conceptual Streetscape Drawings (prototypical section) for South Navy Boulevard**
- **Draft Design Guidelines**
- **Final Design Guidelines**

1.4 Final Implementation Plan and Recommendations

The Final Implementation Plan represents the summation of work prepared to date (Tasks 1.1-1.3), as well as recommendations for the implementation and continued support of the Design Guidelines.

A. Redevelopment Master Plan

Although the Warrington Redevelopment Plan was updated in 2010, it currently does not include a Redevelopment Master Plan graphically depicting the desired development patterns and identifying strategic locations for public and private reinvestment.

The Redevelopment Master Plan will identify potential “catalyst sites” suitable for public reinvestment or public-private partnerships, as well as recommend density and intensity levels supportive of redevelopment. A parcel assessment, proximate to the selected catalyst sites, will be conducted to evaluate property acquisition and/or assembly opportunities for these catalyst sites. VHB-MS will also identify strategic locations for public spaces, which may include greenways and parks, civic gathering spaces, or institutional uses.

The Design Guidelines are not intended to be a “one-size-fits-all” solution, and must be applied uniquely to different areas within the Corridor, based on the needs of the community. It is intended that context-sensitive design solutions will be guided by the Redevelopment Master Plan, which serves as the blueprint for community-supported decisions.

B. Policy and Code Amendment Recommendations

VHB-MS will draft recommended revisions to both the Comprehensive Plan and Land Development Code (including the current Overlay Zoning District) intended to realize the design vision for the Corridor. CRA and County staff shall be responsible for preparing and processing the final Comprehensive Plan and Land Development Code amendments, unless otherwise agreed upon by the CRA and VHB-MS.

C. Recommended Incentive Programs

VHB-MS will explore a broad range of both public and private incentive programs that are budget sensitive to the CRA, while strategically maximizing economic returns. Recommended incentive programs will be included in the Final Implementation Plan.

D. Implementation Plan (Schedule, Estimated Budgets, and Funding Sources)

VHB-MS will develop an Implementation Plan matrix that outlines the policy recommendations, specific actions, code modifications, preliminary order of magnitude cost budgeting, and timelines for execution of individual recommendations for both the public and private realm objectives. This matrix is intended to serve as the guide for County CRA staff to use as a source of information and to measure the progress of specific task execution. This will assist the County CRA in developing a strategic budgeting program for implementation of various initiatives. VHB-MS will work with staff to make this document as functional and time specific as possible. Ultimately, this single document will serve as a defensible tool to guide and measure year-to-year progress and overall implementation of the master plan.

E. Alternative Funding Sources

The CRA and Escambia County have a broad range of alternative funding sources from which to draw. VHB-MS will work with the CRA and County staff to identify those opportunities by working closely with the Florida Redevelopment Association

(FRA), Florida Main Street, Coalition of Counties and Cities, the Urban Land Institute (ULI), as well as others to identify as many opportunities as possible. VHB-MS will outline these opportunities and provide critical submission dates and information to the CRA for continued follow-up and execution of these opportunities. If requested, VHB-MS can further assist the CRA in preparing grant applications in the future.

Task 1.4 Deliverables:

- **Draft Redevelopment Master Plan**
- **Final Redevelopment Master Plan**
- **Draft Policy and Code Amendment Recommendations**
- **Final Policy and Code Amendment Recommendations**
- **Identified Incentive Strategies**
- **Identification of Alternative Funding Sources**
- **Final Implementation Plan matrix (timeline, estimated budgets)**
- **Final Presentation to Escambia County CRA Board**

Phase Two

2.1 Corridor Management Plan

Following the adoption of the Design Guidelines described in Phase One, VHB will complete a Corridor Management Plan for the section of Navy Blvd. extending from the Bayou Chico Bridge to the New Warrington Road (approximately 1.3 miles). This Plan shall be consistent with the principles and practices contained in the ITE's *"Context Sensitive Solutions in Designing Major Urban Thoroughfares for Walkable Communities"* and *"A Context Sensitive Approach"*, and the Americans with Disabilities Act (ADA).

Should additional funds become available, a second phase may extend from the New Warrington terminus of phase one to Gulf Beach Highway or Bayou Grande. An addendum to this Agreement will be required before VHB-MS proceeds with the second phase.

The following parameters shall guide the development of the Corridor Management Plan:

- The County will provide the latest aerial photography available from the FDOT Survey and Mapping Office to show access management improvements and other recommendations along the corridor. VHB-MS will perform a field review to determine if the aerials depict the recent roadway and access management improvements have been included in the study. VHB-MS will collect other pertinent data as needed, including:
 - Speed limits
 - Lane widths
 - Intersection geometry
 - Recently approved driveway connection permits
 - Roadway cross-sections
 - Median and turn lane data
 - Bicycle and pedestrian facilities
 - Public transit facilities (including park and ride lots)
 - Relevant TPO data
- VHB-MS will coordinate with the County and FDOT to obtain available information for the following:
 - Right-of-way limits

- Parcel boundary data
 - Utility information
- VHB-MS will prepare aerial base maps that are an appropriate scale for the corridor.
 - VHB-MS will obtain crash data from Escambia County and FDOT for the corridor from publicly available sources to determine the number and types of crashes for a three-year period. VHB-MS will sort the data to identify high crash locations and analyze the crashes at up to four (4) locations to determine the causes. VHB-MS will identify improvements and/or access management modifications to reduce the number and severity of crashes and recommend prioritized improvements. VHB-MS will also communicate with FDOT, if appropriate, to research the availability of federal safety improvement funding to construct the mitigation measures identified through the crash analysis. If enforcement issues are prevalent and contributory, that information will be referred to the Escambia County Traffic Safety Team (CTST) for further action.
 - VHB-MS will apply the most recent appropriate FDOT access management guidelines and procedures to estimate appropriate median and driveway closures throughout the corridor. Joint access opportunities, local road connections, frontage roads, and reverse frontage opportunities will also be explored. These improvements will be shown on the aerial base maps. Improvements that are complex or cannot be adequately shown on the aerials will be shown separately.
 - In addition to the requirements listed above, VHB-MS will reference other relevant FDOT standards and specifications.
 - VHB-MS will provide a monthly progress report to the TPO Staff.
 - VHB-MS will prepare and submit eight (8) hard copies and eight (8) CD's each of the draft report, including the Needs Manual, for TPO Staff, Escambia County Staff and FDOT for review. The comments from the TPO Staff, Escambia County Staff and FDOT will be incorporated into the final report. Aerials that display recommendations will be presented in the report.
 - VHB-MS will incorporate comments from the state, federal and local governing boards and workshop presentations into the final CMP Report and Needs Manual. The final CMP Report will contain order of magnitude cost estimates for recommended improvements. Thirteen (13) color hard copies and thirteen (13) CD's will be submitted to Escambia County Staff for distribution.

If through the course of the project any additional tasks are determined to be needed by the consultant, FL-AL TPO, Escambia County, or FDOT the cost must be determined and negotiated, and an addendum to this agreement must be executed before work the is preformed.

Task 2.1 Deliverables:

- **Monthly Progress Reports**
- **Draft Corridor Management Plan Report**
- **Final Corridor Management Plan Report**

COMPENSATION

VHB-MS will perform the Scope of Services contained in this Agreement on a lump sum basis per task except as indicated below. Tasks shown as hourly with an estimated fee will be invoiced at the standard hourly billing rates in effect at the time the work is performed. The total lump sum for this Scope of Services is \$ 225,000, plus up to \$25,000 in allowances, allocated approximately as follows:

<u>Task</u>	<u>Lump Sum Fee</u>	<u>Estimated Fee</u>
Phase One		
1.1 Project Kickoff and Context Report	\$ 22,000	
1.2 Public Workshops	\$ 34,000	
1.3 Preparation of Design Guidelines	\$ 88,000	
1.4 Final Implementation Plan and Recommendations	\$ 31,000	
Phase Two		
2.1 Corridor Management Study	\$ 50,000	
Professional Services Total	\$225,000	
Allowances		\$25,000
TOTAL	\$225,000	\$25,000

Allowances: VHB-MS shall be reimbursed for expenditures made specifically for the project such as: printing and reprographics; travel and subsistence; computer charges; telephone charges; shipping, postage, and courier service charges; purchase of maps and similar documents; etc. These direct expenses will be billed at cost.

SERVICES NOT INCLUDED

The following services are not anticipated and, therefore, not included in this Agreement at this time:

- Final construction plans
- Detailed design of trailheads or trail interconnections
- Geotechnical engineering services
- Surveying services
- Field delineation of jurisdictional wetlands

Should work be required in these areas, or areas not previously described, VHB-MS will prepare a proposal or amendment, at the client's request, that contains the Scope of Services, fee, and schedule required to complete the additional work items.

VHB-MS will begin performance of the above services on the date written authorization to proceed is received.

VANASSE HANGEN BRUSTLIN, INC. AUTHORIZATION

By: _____

Title: _____

Date: _____

CLIENT AUTHORIZATION

Escambia County Community Redevelopment Agency agrees with Part I which includes the Scope of Services and Compensation. Together they constitute the entire Agreement between Vanasse Hangen Brustlin, Inc. and Escambia County Community Redevelopment Agency

Total Lump Sum Fee **\$225,000** plus up to **\$25,000** of allowances.

By: _____

Title: _____

Date: _____