

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to Execute Contract Amendment No. 9 with consultant Fehr & Peers in the Amount of \$443,350 for the Transportation Master Plan (TMP) Update
DEPARTMENT:	Public Works
PRESENTED BY:	Nytasha Walters, Transportation Services Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

In October 2020 when the City contracted with consultant Fehr & Peers for professional services in support of the Transportation Master Plan (TMP) Update, several objectives in the RFQ were put on hold until the next biennium in order to meet the available budget at the time. As the TMP update progressed in 2021 and 2022, additional areas for consultant support in developing implementation of the City’s overall transportation program were identified. In order to better serve the City’s needs, the Transportation Element (TE), which is the regulatory component required to be adopted into the City’s Comprehensive Plan (Comp Plan), was separated from the TMP to allow the TMP to be a more user-friendly document and include more specific strategies for implementation of goals, policies, programs, and projects; this has resulted in additional costs to complete the TMP.

Council approved budget for the above items through the 2023-2024 Biennial Budget process; the Fehr & Peers contract now requires amending to include scope and fee to complete the TMP and associated tasks.

RESOURCE/FINANCIAL IMPACT:

The 2023-2024 Biennial Budget approved by Council on November 21 included one-time funding for completion of updates for Concurrency and Traffic Impact Fees (TIFs), Street Typologies, a Porosity Study, and a Shared-Use Mobility Hub implementation strategy. These costs include both City staff and consultant costs for a total of \$480,500.

The 2023 CIP budget approved for the TMP includes an additional \$68,000 of consultant funding plus staff time to complete all remaining elements of the TMP update and final document preparation.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute Contract Amendment No. 9 with Fehr & Peers for consultant services to complete the Transportation Master Plan (TMP) update and associated studies and tasks for an amount of \$443,350 and not to exceed a new contract total of \$1,086,256.

Approved By: City Manager **JN** City Attorney **MK**

INTRODUCTION

The City is currently updating its Transportation Master Plan (TMP) to better serve the community's current and future transportation needs. The TMP supports all forms of travel and will guide local and regional transportation investments and define the City's future transportation policies, programs, and projects for the next 20 years.

The TMP update includes development of the Transportation Element (TE) which is the regulatory component of the TMP. The TE has been finalized and is included in the 2022 Comp Plan Amendment Docket. As a separate document to the TE, the TMP will provide additional guidance for implementing projects, programs, and policies. It will serve as a "user-friendly" guide to Shoreline transportation vision and goals. The attached amendment will allow the consultant to provide tasks in support of the TMP update as well as updates to the City's Transportation Impact Fees (TIFs) and concurrency programs, development of a set of street typologies, conducting a porosity (improving connectivity) study, and creating a shared-use mobility hub implementation strategy. With these new tasks, the TMP is now scheduled for completion in 2024.

BACKGROUND

The City conducted a formal Request for Qualifications (RFQ) to select a consultant to provide professional services for the multi-year Transportation Master Plan (TMP) Update. The City negotiated scope and fee and contracted with consultant Fehr & Peers, entering into that agreement on October 29, 2020.

During the negotiation, there were several TMP implementation related elements included in the RFQ that were put on hold until budget was available in the next biennium since these items could be conducted toward the end of the TMP update. These included updating the City's TIF program, identifying a preferred concurrency approach and measurement tool, and developing street typology descriptions and figures.

As the TMP update process proceeded, it was also determined that a few of the tasks required more work to make the TMP a more comprehensive tool. This includes the need for further information for connectivity or porosity in station areas, and a more comprehensive description and plan for implementation of mobility hubs.

Finally, it was determined that the City was best served in separating the Transportation Element (TE), which is the regulatory portion of the TMP that is adopted into the City's Comp Plan, from the TMP. This allows the TMP to be a more user-friendly guide providing more specifics for policy, program, and project implementation. These determinations resulted in an extended scope and added fees.

Based on the above items, the Fehr & Peers contract requires an amendment to include scope and fee to complete the TMP and the identified additional tasks.

DISCUSSION

The City contracted with consultant Fehr & Peers for professional services in support of the Transportation Master Plan Update after a competitive RFQ process. **The original contract amount was executed for \$548,681.** There have been eight amendments to date.

- Amendment No. 1: Added subconsultant (BERK Consulting) 2021 staff rates. No additional dollars added to contract.
- Amendment No. 2: Added Fehr & Peers 2021/2022 staff rates. No additional dollars added to contract.
- Amendment No. 3: Added Level of Service (LOS) supplemental tasks to contract. **Contract increase of \$5,765.**
- Amendment No. 4: Added tasks to provide additional corridor and intersection analysis. **Contract increase of \$23,410.**
- Amendment No. 5: Added subconsultants BERK Consulting, Inc. and Perteet, Inc. 2022 staff rates. No additional dollars added to contract.
- Amendment No. 6: Added mapping and GIS data support originally to be completed by City staff but redirected to consultant due to staffing shortages. **Contract increase of \$15,060.**
- Amendment No. 7: Added additional outreach, climate support, and development of the Transportation Element. **Contract increase of \$49,990.**
- Amendment No. 8: Added current staff rates and extended expiration date to June 30, 2023.
- Amendment No. 9: This **amendment adds \$443,350** and is discussed in the following paragraphs.

On November 21, 2022, Shoreline Council approved the 2023-2024 Biennial Budget which included funding to complete the Transportation Master Plan Update and several other related studies and implementation programs. During the initial Request for Qualifications (RFQ) in 2020, there were several objectives identified which, after negotiations, were not included in the original contract, but put on hold until the next biennium when there may be additional funding to conduct these tasks. These included:

- **Concurrency framework.** The City by law must maintain a certain level of service standard for its roadways. Per the Washington State Growth Management Act, meeting concurrency means that the capacity of the transportation system matches the traffic demand. The City's current policies are heavily motor-vehicle focused. With a vision to expand alternative transportation options and consider a multi-modal level of service (MMLOS), the TE developed policies for addressing vehicle, pedestrian, bicycle, and transit level of service. To assist Shoreline in measuring concurrency, consultant Fehr & Peers will now work with staff to identify a preferred concurrency approach and develop a standalone concurrency measurement tool which will help the City track construction of its transportation system alongside development. The consultant will provide recommended edits to the Shoreline Municipal Code language, train

staff in administering the new concurrency program, and review any additional projects to be considered for inclusion in the concurrency program.

- **Transportation Impact Fee (TIF) program.** TIFs allow the City to assess a one-time impact fee against a new development project to help pay for new or expanded public capital facilities that will directly address the increased demand for services created by that development. Consultant Fehr & Peers will work with City staff to determine what is and is not working well with the current program; what types of projects should TIFs fund; what specifics the program should be based on; and what other Puget Sound communities are doing. The consultant will review the transportation project list developed as part of TE/TMP to identify capital projects that could meet impact fee eligibility and help staff draft a transportation impact fee project list.
- **Street Typologies.** Consultant Fehr & Peers will create a set of street typologies to help guide the redevelopment of City streets in a way that meets the intent of the Complete Streets ordinance, aligns with modal plans, integrates potential surface water uses and synergies with adjacent land uses, and opportunities for maintaining urban tree canopy.

In addition to adding these scoped tasks from the original RFQ, work completed to date on the TMP update has revealed the need for a better understanding of certain transportation needs and key areas to be developed properly for the TMP implementation. These include:

- **Porosity (Connectivity) Study.** With the City focusing growth in four key candidate countywide centers, two of these being the areas adjacent to the light rail stations which are zoned for higher-density multi-use and are already experiencing development, the consultant will work with staff to identify priority high-activity/high-density areas of the City that might benefit from better connectivity for all modes of transportation. Consultant Fehr & Peers will look at where new connections should be prioritized to ensure transportation connectivity, what the ideal block length should be to promote connectivity, and identify and recommend any new crossings or street configurations. The consultant will provide recommendations for policy language to be included in the TMP to support porosity in these priority areas as well as updates to the Municipal Code and Engineering Design Manual.
- **Shared-Use Mobility Hub Implementation.** The TE identified several general locations for various types of shared-use mobility hubs. In order to develop a better strategy for TMP implementation, the consultant will support staff in a more in-depth review of these hubs including evaluating near-term opportunities (partnership opportunities and/or available land, etc.); identifying priority locations (based on the communities or destinations they would serve); and longer-term projects to complete the full mobility hub network in the future.

Finally, City staff determined that after initial concurrent work, the TE (the regulatory component of the TMP) should be developed and finalized separately from the final

TMP, allowing the TMP to be developed as the more user-friendly document for implementing the policies, programs, and plans in the TE. In this way, the TE as required by law is being adopted into the Comprehensive Plan through the 2022 Comprehensive Plan amendment process. On November 28, 2022, Shoreline Council approved Ordinance No. 975 – 2022 Comprehensive Plan Annual Docket Amendments to the Shoreline Comprehensive, which included the updated Transportation Element.

The consultant will complete the TMP in 2024 to allow the new tasks in this amendment to inform its guidelines. This will allow the City flexibility with implementing the TMP and save staff time/costs with any amendments to the TMP over the next decade. If the TMP had been adopted into the Comp Plan, it is an extensive process to make any changes. The creation of a separate TE and TMP has added additional costs to complete the TMP (about \$68,000 in consultant costs plus staff time), which has been addressed in the 2023-2028 Capital Improvement Plan.

Since Council has already approved these added elements and costs during the 2023-2024 Biennial Budget process, staff is now requesting that Council approve amending the consultant contract with Fehr & Peers to provide the continued support for these TMP related tasks.

COUNCIL GOAL(S) ADDRESSED

The TE and TMP updates support all five of the 2022-2024 City Council Goals and most specifically support the following City Council Goals:

- Goal 2: Continue to deliver highly-valued public services through the management of the City’s infrastructure and stewardship of the natural environment.
- Goal 3: Continue preparation for regional mass transit in Shoreline.
- Goal 4: Expand the City’s focus on equity and social justice and work to become an Anti-Racist community.

RESOURCE/FINANCIAL IMPACT

The 2023-2024 Biennial Budget approved by Council on November 21 included one-time funding for completion of updates for Concurrency and Traffic Impact Fees (TIFs), Street Typologies, a Porosity Study, and a Shared-Use Mobility Hub implementation strategy. These costs include both City staff and consultant costs for a total of \$480,500.

The 2023 CIP budget approved for the TMP includes an additional \$68,000 of consultant funding plus staff time to complete all remaining elements of the TMP update and final document preparation.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute Contract Amendment No. 9 with Fehr & Peers for consultant services to complete the Transportation Master Plan (TMP) update and associated studies and tasks for an amount of \$443,350 and not to exceed a new contract total of \$1,086,256.

ATTACHMENTS

Attachment A: Consultant Fehr & Peers - Transportation Improvement Plan Update Support Services Contract Amendment No. 9

Receiving # 9685.09

**NINTH AMENDMENT TO CONTRACT FOR SERVICES
(ORIGINAL CONTRACT NUMBER: 9685)**

Whereas an agreement was entered into by and between the City of Shoreline, Washington, and Fehr & Peers on October 29, 2020; and said agreement was last amended on July 5, 2022.

Whereas the parties desire to amend said agreement once again in order to reflect a change of circumstances, to wit: Add scope and fee representing supporting tasks for the Transportation Master Plan Update; add subconsultant 2023 staff rates; and extend the expiration date.

Now, therefore, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **Existing Agreement Amended:**

The City and Fehr & Peers entered into an agreement on October 29, 2020 identified as: the Transportation Master Plan Update.

The City and Fehr & Peers have amended this agreement on eight (8) occasions with amendments dated January 12, 2021, July 15, 2021, October 1, 2021, December 10, 2021, January 28, 2022, March 24, 2022, April 18, 2022, and July 5, 2022.

The parties hereby amend the original agreement as amended.

2. **Amendment to Existing Agreement:** The agreement is amended in the following respect(s):

Section 1: Scope of Services to be Performed by the Consultant. The consultant shall perform the additional tasks for Transportation Impact Fee and Concurrency programs, porosity study, street typology development, shared-use mobility hub implementation, and final document preparation in support of the Transportation Master Plan Update as outlined in Exhibit A-9.

Section 2: Compensation. Services for the additional tasks added by this amendment will be paid at the rates set forth in Exhibit A-9 (including subconsultant 2023 staff rates) for a total of \$443,350 to be added to the contract for a new contract total amount not to exceed a maximum of \$1,086,256. Contract amount allows for a consultant and subconsultant annual staff rate increase as approved by the City.

Section 3: Term. A. The term of this Agreement currently in effect will end at midnight on the 31st day of December 2024.

3. **Terms and Conditions of Existing Agreement Remain the Same:** The parties agree that, except as specifically provided in this amendment, the terms and conditions of the existing agreement continue in full force and effect.

EXECUTED, this the day of December, 2022

CITY OF SHORELINE

CONSULTANT

Name: Bristol Ellington

Title: City Manager

Name: Kendra Breiland

Title: Principal

Scope and Fee Estimate:

Transportation Master Plan Add Services

This scope of work reflects additional tasks requested of the Shoreline Transportation Master Plan consultant team (Fehr & Peers) including the following components:

- Supporting an update of the City's Transportation Impact Fee program (Task 11)
- Supporting an update to the City's transportation concurrency program (Task 12)
- Analysis for evaluating and improving connectivity (Task 13)
- Supporting an extended timeline for development of the Transportation Master Plan, which will allow for additional input by the community, staff, and elected officials (Task 14)
- Development of street typologies map and factsheets (Task 15)
- Development of Shared-Use Mobility Hub Implementation (Task 16)

The fee for this work is shown on the final page of this scope.

Task 11: Update of Transportation Impact Fees

The goal of this task will be to update the City of Shoreline's transportation impact fee program.

11.1 Impact Fee Kick Off Meeting

Consultant will kick off the impact fees update by holding a staff workshop that asks the following key questions, which are central to this impact fee update:

- What is working well with the City's current impact fee program and what should be changed?
- What types of projects should impact fees fund?
- Should the program be vehicle-trip based or person-trip based?
- Should the program be based on a single, citywide rate or should it be zone-based?
- What types of land use categories should be included in the fee schedule?
- How do Shoreline's transportation impact fee rates compare to other Puget Sound communities and what is the appetite for raising rates?

Deliverable:

- Notes from the kickoff meeting that document staff responses to the key questions.

11.2 Review and Update Transportation Project List

Consultant will review the transportation project list developed as part of Shoreline's Transportation Element to identify capital projects that could meet impact fee eligibility. Fehr & Peers will meet with Shoreline staff to discuss potential projects for inclusion in the City's impact fee program and confirm an initial draft list. Following the meeting, Shoreline staff will provide Fehr & Peers with the most current information available about project costs (although this information should be largely developed in previous tasks) and any identified non-impact fee funding sources for projects. Fehr & Peers will compile this information to develop an initial draft transportation impact fee project list.

It is assumed that up to 30 projects will be selected to prepare planning level cost estimates for use by the City in support of its Transportation Impact Fund (TIF). Project types may include intersections,

roundabouts, and street section widening. Major corridor widening is not included and would require a modification or supplement to this scope. It is assumed that:

- Potential right-of-way square footage and relocation costs shall be supplied by the City.
- The City shall provide proposed construction year information and concur with appropriate contingency rates.
- Operation costs shall be provided by the City and added into the planning level estimates.
- Fee proposal hours are based on projected rates for 2023.
- Level of effort and number of projects to be estimated are limited to the hours presented in the fee proposal.
- GIS level plan information will be used as a basis for developing the estimates (no topographical survey included).
- A typical cross section will be prepared to illustrate the intent of the improvements (approximately 10% level design).
- Plan layouts are not included in the scope of services but may be provided with a modification or supplement to this scope.
- The estimate will include a description of site specific assumptions including drainage (conveyance and water quality treatment), signal and wall considerations.
- Environmental and/or permitting costs will be listed as a percentage of the total cost.
- Utility relocation costs are assumed to be borne by the franchises.

Deliverable:

- Draft transportation impact fee project list, with costs and funding availability.
- Planning level cost summary per project (draft and final for up to 30 projects).

11.3 Calculate Existing Deficiencies

Consultant will calculate the existing deficiency portion of transportation projects based on adopted level of service policies. This will be based on Fehr & Peers' work on the City's Transportation Element. No new LOS analysis is assumed as part of this project.

Deliverable:

- Table of existing deficiencies for each project.

11.4 Update Growth Estimates

Consultant will summarize expected residential and commercial growth within the City consistent with the growth assumptions applied for the Transportation Element 2044 analysis. Consultant will then convert the land use growth to trips for calculation of the impact fee using the modified version of the PSRC travel model refined for Shoreline ("Shoreline model") applied for the Transportation Element.

Deliverable:

- Spreadsheet of land use and trip growth.

11.5 Determine Share of Trips Attributable to Growth in Shoreline

Consultant will then apply the Shoreline model to estimate trips occurring on each of the proposed transportation projects, identifying the percentage of trips attributable to City growth.

Deliverable:

- Spreadsheet documenting growth portion in Shoreline.

11.6 Calculate Impact Fee Rate and Update Fee Schedule

Consultant will calculate a new 'cost per trip end' that is translated into an impact fee schedule. Consultant will update the fee schedule to reflect the new "cost per trip end", updated land use categories (based on discussion with City staff in the kickoff meeting), and the most updated version of the Institute of Transportation Engineers *Trip Generation Manual*. Potential updates include: revised land use categories, setting rates by geographic area, or rate variations based on differences in mode share.

Deliverable:

- Spreadsheet documenting cost per trip end and revised fee schedule.

11.7 Prepare Impact Fee Rate Study

Consultant will develop a short report documenting the impact fee rate methodology and results.

Deliverable:

- Report documenting rate program update (for reference in City ordinance).

11.8 Meetings/Council Presentation

Fehr & Peers staff will attend up to four conference calls with City staff (beyond the kickoff meeting) to discuss results of the analysis. Consultant will also present the results of the updated impact fee study to City Council.

Deliverable:

- Four conference calls.
- Presentation and attendance at Council meeting.

Task 12: Update of Transportation Concurrency Program

To assist Shoreline in measuring concurrency, Fehr & Peers will work with staff to identify a preferred concurrency approach and then develop a standalone concurrency measurement tool. It is assumed that this tool will help track the City's progress in constructing its transportation system alongside development.

12.1 Concurrency Workshop

Fehr & Peers staff will lead a two-hour workshop with Shoreline staff to review up to four concurrency approaches applied by other jurisdictions in Washington, including the potential applicability of each approach to Shoreline. The workshop will focus on how each method helps advance the priorities and MMLOS policies identified in the Transportation Element. Following the workshop, Fehr & Peers will be ready to develop a program based on the feedback received by participants.

Consultant will produce a summary of the workshop for the project record.

Deliverables:

- Memorandum summarizing the Concurrency Workshop and related efforts.

12.2 Calculate Standard Unit of Measure for Concurrency

Following on the direction received in Task 12.1, Fehr & Peers will develop a concurrency tool. The first step in developing this tool will be to identify a standard unit of measurement to track progress in both transportation system delivery and growth.

Consultant will calculate this standard unit of measure based on growth in Shoreline. It is assumed that this standard unit of measure will include trips on all modes of travel. Consultant will document the methodology and the data for use in the City's concurrency measurement tool.

Deliverables:

- Spreadsheet calculations and memo describing methodology.

12.3 Identify Projects to Include in Concurrency

Consultant will review the project list developed for the Transportation Element and identify which projects are eligible to be included for concurrency.

Assumptions:

- The projects to be considered for inclusion in the concurrency program, as well as project costs, will come from the Transportation Element and costing developed through Task 11.

Deliverables:

- Project list spreadsheet with costs.

12.4 Develop Concurrency Management System

Consultant will develop an approach on how concurrency would be measured using the standard unit established in Task 12.2. The approach may include a comparison of system completion (i.e. the pace at which the City implements transportation projects) and system demand (i.e. the pace of new growth). Following direction received in Tasks 12.1 and 12.2, consultant will develop a tracking system for staff to use in measuring concurrency. Consultant will provide content to City staff to update the City's concurrency management ordinance language.

Assumptions:

- Final concurrency tracking spreadsheet tool will be provided to the City for use in future concurrency monitoring.
- City staff will provide Fehr & Peers with its municipal code language related to transportation concurrency. Fehr & Peers will provide recommended edits to this code language, either in tracked changes or as text for inclusion to assist Shoreline City Staff and City Attorney in updating its concurrency code language.

Deliverables:

- Concurrency memorandum and concurrency tracking tool.
- Content for the concurrency management updated ordinance.

12.5 Staff Training and Support

This task includes one 2-hour staff training and follow up time to respond to staff questions in administering the new concurrency program. Consultant will develop a memorandum documenting all assumptions and processes used to measure concurrency.

Assumptions:

- Fehr & Peers staff have budgeted up to 16 hours for ongoing advising and support.

Deliverables:

- Training materials including meeting agenda, PowerPoint, and meeting notes. Brief memorandum documenting assumptions and processes.

Task 13: Evaluating and Improving Connectivity

Task 13.1: Literature Review

Fehr & Peers staff will review “Ticket to Ride: Improving Walkability Around Shoreline’s Light Rail Station Subareas” produced by the Evans School for Shoreline in 2020. Consultant will review this report for key findings about ideal block lengths to promote connectivity, as well as policies and practices conducted by peer cities, including potential funding mechanisms. In addition, Fehr & Peers staff will reach out to staff in the City of Mountlake Terrace to better understand their approach for implementing new street connections in their town center station area.

Task 13.2: Where should new connections be prioritized to ensure porosity?

The 2018 Master Street Plan charrettes focused on the 145th and 185th Station Areas. However, there are other high-activity areas of the City that would benefit from improved porosity. Fehr & Peers staff will leverage the City’s GIS map files to identify areas of the City where higher-levels of connectivity should be considered. These areas will be identified based on the location of key destinations:

- Light rail station areas with MUR-70, 45, and 35 zoning
- High density mixed use residential zoning
- Retail/commercial zoning
- In the vicinity of high frequency transit stops

Fehr & Peers will develop a map in GIS recommending these high priority areas for porosity and submit to Shoreline staff for their review. Once high priority areas have been established, they will be evaluated in task 13.3.

Task 13.3: Porosity Analysis

Building off of task 13.2, consultant will perform a porosity analysis within each priority area. The porosity analysis will include a block perimeter analysis that considers:

- Block area
- Presence of bicycle facilities
- Presence of pedestrian facilities (sidewalk/trail)
- Presence or planned high frequency transit stops
- Connected streets & their functional classification

The block perimeter analysis will calculate unbroken block size for each of the priority areas. Based on analysis and comparison to average block sizes in other cities that are considered to be walkable, consultant would flag blocks that are “too large” and lack porosity, in terms of street connections for light rail station areas and in terms of publicly-available, low stress bicycle/pedestrian connections for other areas of the City. This task will result in a recommended threshold block size that would trigger a developer to build a new street connection in light rail station areas and a new midblock connection in other areas of the City.

Fehr & Peers will develop draft maps in GIS for each priority area with color-coded blocks to correlate with what code requirements for new streets or midblock connections are triggered by a maximum distance between two parallel streets and/or overall block area. Consultant will submit the maps to Shoreline staff for their review. Fehr & Peers has budget for up to two rounds of updates to the maps to respond to staff comments on methodology or data.

Task 13.4: Recommended New Connections

Based on the porosity analysis in Task 13.3, Fehr & Peers will recommend a set of new streets (in light rail station areas) or midblock connections (in other areas) that would be needed to achieve acceptable porosity. While it is acknowledged the consultant does not have specifics about development proposals, the consultant can recommend an approximate street or midblock connection length and width that would be needed to achieve the City’s connectivity standards. Fehr & Peers will develop a map of these connections for City staff to review. Once the connections map has been approved, consultant will develop high-level cost estimates for the new connection, based on prevailing land values and engineering quantities. Consultant will submit this list of potential connections and their costs to City staff for their review.

Task 13.5: Potential Funding for New Connections

Consultant will work with City staff to identify potential approaches to fund new connections. Consultant will identify potential funding approaches (such as impact fees, LIDs, TBDs, and private streets) and the pros and cons of each of these approaches, including who pays, revenue generation potential, and other legal considerations. To the extent appropriate, consultant will include considerations raised in the Evans School’s “Ticket to Ride” report.

Task 13.6: Recommended Updates for SMC, EDM, and TMP

Building off tasks 13.1-13.4, Fehr & Peers will write a memo providing recommended updates to:

- Shoreline Municipal Code Chapter 20.
- Engineering Design Manual Chapter 12.
- Recommended high-level policy language for inclusion in the TMP that will support porosity in priority areas.

Fehr & Peers will submit this memo to Shoreline staff and respond to up to two rounds of comments.

Task 13.7: Collaboration with Staff

Fehr & Peers has budgeted up to 10 one-hour meetings with Shoreline staff to discuss these topics.

Task 14: Extended Timeline for the TMP

The City required a more robust Transportation Element than was previously anticipated. As a result, Fehr & Peers shifted resources to develop that deliverable. It has been identified that the Transportation Master Plan would benefit from an expanded schedule that would accommodate additional input from the community, City staff, and elected officials. As such, this scope proposes additional time for coordination, document development, and document review and revisions that would occur in 2023/2024.

Assumptions:

- Additional project management, including bi-weekly coordination calls, subconsultant management, and invoicing.
- Up to two workshops related to key topics for the Transportation Master Plan.
- Participation at up to two additional Planning Commission or City Council meetings.
- Development of Draft, Administrative Draft, and Final Transportation Master Plan.

Deliverables:

- Coordination call notes, maintenance of 3-month look ahead schedule, maintenance of SharePoint site, project invoices and progress reports.
- Workshop materials and notes.
- Presentation materials for City Council or Planning Commission meetings.
- Draft, Administrative Draft, and Final Transportation Master Plan.

Task 15: Street Typology Factsheets

The Consultant will develop street typology descriptions and figures for up to eight (8) street typologies. These street typologies will take into account factors such as: roadway functional classification; modal priorities; right of way; and desired street amenities. The Consultant will begin the process of developing the street typologies by holding a meeting with City staff that considers the layered network and modal standards.

Deliverables:

- Draft and final street typologies figures.

Task 16: Shared-Use Mobility Hub Implementation

Task 16.1. Hub Prioritization and Phasing (Phase 1)

The Transportation Element proposes 17 potential shared-use mobility hubs in the City. Fehr & Peers will support the City in reviewing these locations and identifying those hubs most suitable for near-term implementation. Key considerations will include:

- Land use and community context, based on spatial land use, demographic, and equity analysis performed for the Transportation Element and other development plans adjacent to proposed hubs.
- Environmental context, based on a review of aerial imagery, sensitive habitats, topography, and water bodies, which may impact the feasibility of a mobility hub site.
- Transportation context, based on Shoreline's existing transportation network and the 20-year financially constrained project list presented in the Transportation Element.
- Transit service context, based on analysis and mapping performed for the Transportation Element, as well as consideration of transit operators (King County Metro, Community Transit, and Sound Transit) and planned investments.

Fehr & Peers will compile maps to support the placement of shared-use mobility hubs into three categories:

- Near-term opportunities: Hubs that could be implemented in a 2-4 year timeframe based on partnership opportunities, availability of developable land, and available, constructed connections to multimodal infrastructure, such as high frequency transit, low stress bike facilities, and/or complete sidewalk or trail networks.
- Priority locations: These hubs may lack some of the locational advantages of the near-term opportunities but are considered high priority locations based on the communities or destinations they would serve. There will not be a timeline specified for implementation of these hubs, but they will be noted as priorities the City should take positive steps to advance.
- Network completion hubs: These are the hubs that remain after the other two categories are identified. While it's understood that the City is committed to realizing the full mobility hub network identified in the Transportation Element, implementing these hubs are likely longer term priorities.

This task will include five main subtasks:

1. Kick off meeting with the City's project manager and appropriate staff.
2. Technical work, including mapping and analysis to categorize the 17 mobility hubs.
3. A workshop to present recommendations and discuss hubs that should be further developed as part of task 16.2.
4. Refinement of hub categories and documentation, based on feedback received at the workshop.
5. Project management and coordination – availability for calls, invoicing, and progress reports.

Task 16.2. Hub Amenities & Design (Phase 2)

Following Task 16.1, Fehr & Peers will develop recommendations for the design of up to five mobility hubs. It is anticipated that these hubs will be either “near-term opportunities” or “priority locations.” For each of the locations considered in this task, Fehr & Peers will provide:

- Recommended amenities that should be included at each hub, based on guidance from the UW Evans School Report, the Transportation Element, and King County Metro’s Transit Hubs Typology and Toolkit document (April 2022).
- A map/aerial of potential location of each hub, including developable land, physical impediments, access, lighting, safety.
- A visual rendering of the hub with treatments in place. It is envisioned that these renderings will provide community understanding of what the hubs will be and collateral for grant applications. It is anticipated that these renderings would have a similar look and feel to those included in King County Metro’s Transit Hubs Typology and Toolkit document.
- Planning-level cost estimate will be developed based on specific features and anticipated construction costs.

It is envisioned that this task will include the following subtasks:

1. Kick-off meeting to confirm five hubs for design.
2. Assign hub features to specific locations based on guidance documents and context.
3. Layout of hubs on aerial imagery.
4. Development of visual renderings for each hub.
5. Cost estimation for each hub.
6. Project management and coordination – availability for calls, invoicing, and progress reports.

Task	FP								Perteeet						Cost
	Kendra Breiland	Briana Calhoun	Jeff Pierson	Chris Grgich	Alex Liaw	Tino Jonga	Krystle Li	Brittany Skinner	Kurt A.	Brent Powell	Kurt Wiseman	Tom Steckel	Rodolfo Dominguez	Kellie Delisle	
	\$310	\$170	\$220	\$235	\$185	\$155	\$170	\$130	\$215	\$200	\$180	\$140	\$130	\$100	
Task 11: Transportation Impact Fees															\$103,630
11.1 - Impact Fee Kick Off Meeting	6	8						1							\$3,350
11.2 - Review and Update Transportation Project List	8	4	4					1	8	30	150	30	30	4	\$47,390
11.3 - Calculate Existing Deficiencies	2	8	4					1							\$2,990
11.4 - Update Growth Estimates	4	8	8					2							\$4,620
11.5 - Determine Trips Attributable to Growth	4	4	16					2							\$5,700
11.6 - Calculate Rate and Update Fee Schedule	8	12	36					5							\$13,090
11.7 - Prepare Impact Fee Rate Study	4	16	16					8	4						\$9,360
11.8 - Meetings/Council Presentation	40	16						8	5						\$17,130
Task 12: Concurrency Management															\$40,140
12.1 - Concurrency Workshop	8	12	8					2							\$6,540
12.2 - Calculate Standard Unit of Measurement	4	12	20					3							\$8,070
12.3 - Identify Projects to Included in Concurrency	4	8	12					2							\$5,500
12.4 - Develop Concurrency Management System	8	12	36					5							\$13,090
12.5 - Staff Training and Support	8	4	16					2							\$6,940
Task 13: Evaluating and Improving Connectivity								35							\$49,950
13.1-13.7 Mapping, Analysis, and Code Updates	60	80			16	40	36	19							\$49,950
Task 14: TMP Extension															\$67,750
14.1 Additional Project Management	64	16						7							\$23,470
14.2 - Workshop Facilitation	16	16	4					3							\$8,950
14.3 - CC/PC Meetings	8	0	0					1							\$2,610
14.4 - Draft, Administrative Draft, and Final TMP	40	40	8					60	12						\$32,720
Task 15: Street Typologies															\$40,970
15.1 Meetings & Coordination	16	16		4				3							\$9,010
15.2 - Typologies Map	20	8		8				24	5						\$14,170
15.3 - Street Standards Cutsheets	16	8		16				40	7						\$17,790
Task 16: Shared-Use Mobility Hub Implementation															\$140,910
16.1 - Hub Prioritization and Phasing	72	90		4	28			60	21						\$56,670
16.2 - Amenities and Design	84	68		20	116			96	32						\$84,240
Total	504	466	188	52	160	40	332	180	8	30	150	30	30	4	\$ 443,350