

SCOPE OF SERVICES [DRAFT]

Task Work Order Number: 04

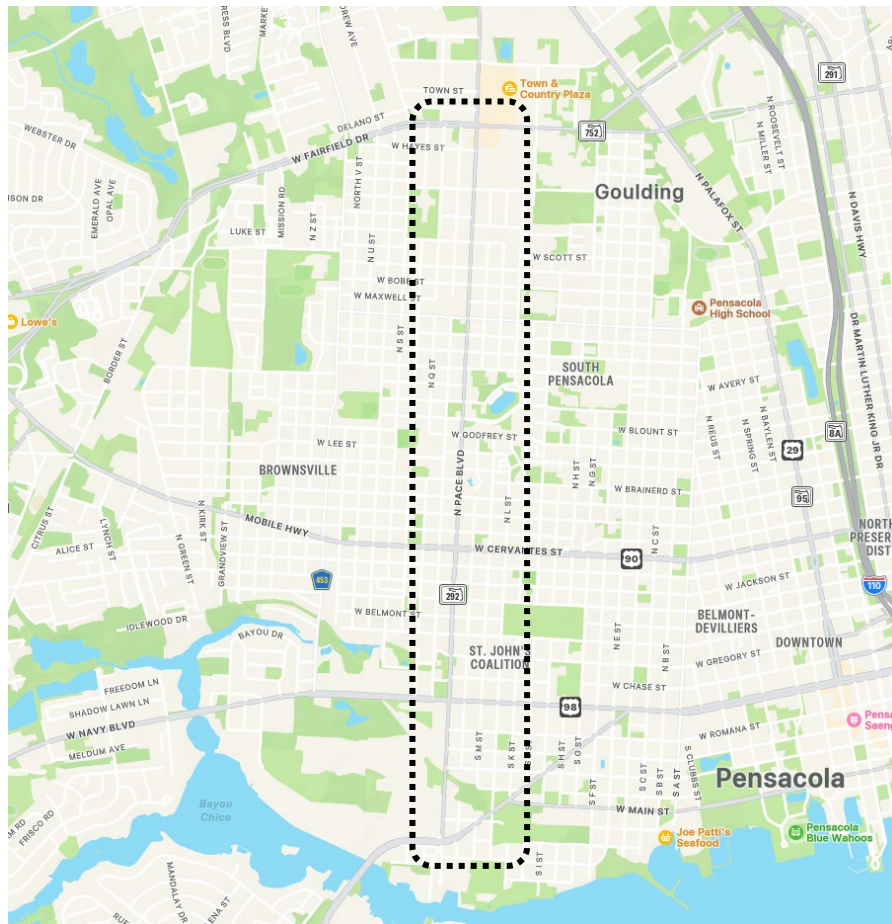
Task Work Order Title: Pace Blvd. (S.R. 292) Corridor Management and Safety Implementation Plan

Project Manager: Magued Hanna [HDR]

PURPOSE

The purpose of this Task Work Order is to collaborate with Florida-Alabama Transportation Planning Organization (TPO) (staffed by the Emerald Coast Regional Council (ECRC)) to conduct a planning and engineering analysis addressing pedestrian and cyclist safety and mobility concerns along State Road 292 Pace Blvd. in the City of Pensacola and Escambia County, Florida. The proposed study will cover approximately 2.9 miles between Barrancas Ave. and W. Fairfield Dr. The focus of the study will be on the engineering and planning principles necessary to create a safe, connected, and visually appealing corridor. A key aspect of the study will be to find solutions that do not necessitate additional right-of-way (ROW), unless necessary, and to further advance recommendations made by the City of Pensacola's 2025 Amended and Restated Westside Community Redevelopment Plan (adoption anticipated June 2025), and the adopted ECRC Safe Streets and Roads for All (SS4A) Safety Action Plan (December 2024) which has identified portions Pace Boulevard on the TPO High-Injury Network as a Tier 1 Priority Project.

Study Limits:



ACTIVITIES

The following activities outline the scope of services of this Task Work Order, with activities defined for the CONSULTANT and for TPO Staff.

Exclusions

TPO Staff will arrange community events and representatives from the Consultant's team will be present at these events as described in Task #1.

Task 1 – Coordination meetings [CONSULTANT]

- Kick-off Meeting: The Consultant will schedule, coordinate, and facilitate a kickoff meeting with the TPO, the City of Pensacola, Escambia County, and FDOT following the Notice to Proceed (NTP). The consultant will prepare a meeting agenda and meeting minutes that include the action items from the meeting.
- Project Coordination Meetings: The Consultant will coordinate monthly coordination meetings (anticipated 30 minutes / meeting via Teams) with representatives from the stakeholders mentioned above. At the direction of TPO, this may also include coordination with other stakeholders as deemed necessary.
- The Consultant's project manager and key design leaders (up to two) will attend up to one (1) community event.

Deliverables:

- Meeting agenda, materials, and notes

Task 2 – Needs and opportunities analysis [CONSULTANT]

The Consultant will gather existing multimodal transportation and safety data along with land use and context classification information. This data will help identify needs, and generators within the project limits. Key data will include existing and future conditions as appropriate and will be based on existing information from local agencies, including:

- Existing and Future Land Use and parcel data
- GIS Census data
- Future development information
- Roadway and multimodal improvements within the project limits based on FDOT five-year Work Program & SUN Trail program
- Bike and pedestrian counts, speeds, and roadway characteristics (e.g., number of lanes, speed limit, right-of-way, context classification, etc.) as available and applicable
- Safety data (five-year crash data)
- Utility data (811 ticket)
- Recommendations of the 2025 Westside Community Redevelopment Plan (anticipated adoption June 2025), and the adopted ECRC Safe Streets and Roads for All Safety Action Plan (December 2024)
- Traffic volume data (from available sources such as FDOT FTO)

The Consultant will summarize the information gathered to document the needs and opportunities within the project's limits. A set of measures of effectiveness will also be developed for the purpose of analyzing alternatives.

Deliverables:

- Needs and opportunities memorandum

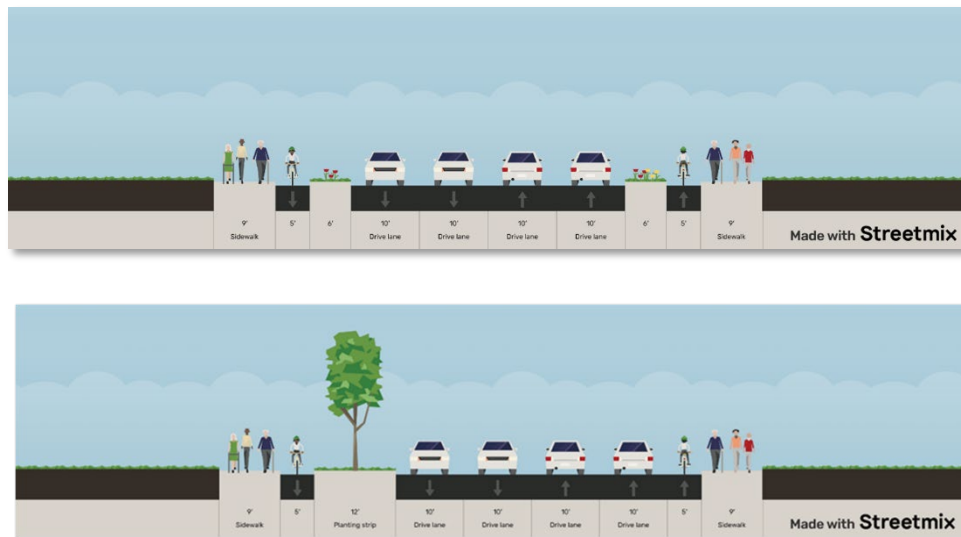
Task 3 – Alternatives and Assessment [CONSULTANT]

The Consultant will prepare exhibits of possible improvements along the corridor limits – including strategic locations for new crosswalks along the corridor - along with proposed typical sections. Proposed typical sections will be developed to identify constraints based on current state, county and/or city standards. A crosswalk engineering study per FDOT Traffic Engineering Manual (TEM) will be prepared for up to 5 possible mid-block crossing locations along the corridor for pedestrian crossings near points of interest or where there are no other crossing options within a reasonable distance from an existing crosswalk.



The Consultant will evaluate the alternatives and create a comparison matrix using both qualitative and quantitative measures. These measures will be based on the analysis and data available through the prior tasks. Based on the evaluation and public comment, a recommended alternative or alternative variation will be presented.

Sketch-Level Typical Section Example:



Deliverables:

- Alternatives evaluation matrix
- Recommended alternative (icon map)

Task 4 – Concept Plans [CONSULTANT]

The consultant will develop concept plans for selected segments, including up to 3 intersections and half a mile of the main line, showing the preferred alternative within the limits.

The concept plans will focus on improvements at the intersections and the selected blocks of the mainline. It is expected that a single preferred corridor alternative will be developed into concept plans for this study, covering approximately half a mile of the project limits mentioned above.

The concept plans will include aerial data, existing conditions, including any major bike and pedestrian generators, adjacent roadway and intersection data as applicable, and any major utility conflicts within the corridor improvements.

Example Concept Plan:



Planning Level Costs

The Consultant will develop planning level opinion of probable cost for the proposed concept incorporating a phased approach with cost options.

Task 5 – Public Involvement [TPO]

TPO staff will plan and facilitate at least one (1) public workshop, ensuring the public has an opportunity to review and provide feedback on the conceptual plans developed in Task 4. The public workshop(s) will be held, either in-person or in a hybrid format, to ensure accessibility and broad participation. Additional activities may be considered in coordination with project stakeholders, as resources allow, to enhance participation.

TPO staff will:

- Identify and secure a meeting location that is accessible and appropriate for the target audience.
- Complete noticing in accordance with the FL-AL TPO public involvement program.
- Facilitate discussions that clearly communicate the purpose of the effort and how it connects to previous and ongoing planning initiatives.
- Document and summarize public input for inclusion in the public involvement section of the Task 6 report, ensuring transparency and responsiveness to community feedback.
- Ensure outreach materials and messaging communicate the intent for a phased approach to make implementation more feasible. Public input will help inform which elements are prioritized and support future funding strategies.

Recognizing prior engagement efforts through the City of Pensacola CRA and the SS4A plan, TPO staff will ensure that outreach efforts are strategic and focused to avoid engagement fatigue while reinforcing messaging clarity. Engagement efforts will remain flexible to address evolving community priorities and concerns.

Task 6 – Report [CONSULTANT and TPO]

The **CONSULTANT** will prepare a draft report within two months of completion of Task 5. **TPO** will prepare the public involvement section of the report. The **CONSULTANT** will prepare a final report within two months of receipt of TPO, incorporating one review period by City and County staff review of the draft report.

SCHEDULE

- Task will initiate after approval of this Scope (May 2025) and will be completed by June 30, 2026 (12-13 months).

FEE ESTIMATE

- This work will be completed under a Lump Sum task order. Monthly progress reports and invoicing will be provided.

Deliverables:

- Draft and final reports