

**Volusia Transportation Planning Organization (TPO)
2040 Long Range Transportation Plan (LRTP)
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I. INTRODUCTION AND OVERVIEW

For urbanized areas exceeding a population of 50,000, the existence of a Transportation/Metropolitan Planning Organization (TPO/MPO) is necessary to meet federal requirements for *obtaining* and *expending* federal transportation funds. Specifically, the federal government requires that each urbanized area, as a condition to the receipt of federal capital or operating assistance, have in place a *continuing, cooperative, and comprehensive transportation (3-C) planning process*. This 3-C process must result in plans and programs consistent with the comprehensively planned development of the urbanized area. In order to demonstrate that a 3-C planning process is being implemented the Volusia TPO must periodically prepare and adopt a 20-year long-range transportation plan (per the requirements of 23 CFR 450.306, 316 and 322). To satisfy federal planning requirements the Volusia TPO has prepared a Scope of Services to hire a consultant team (hereby known as the CONSULTANT) to assist the TPO with the development and adoption of the next Long Range Transportation Plan (LRTP).

The updated LRTP will have 2040 as the target horizon year. The adopted plan must be cost feasible and implementable by the appropriate local and state transportation agencies. The LRTP will include long-range and short-range strategies/actions that lead to the development of an integrated multimodal transportation system to facilitate the safe and efficient movement of people and goods. It will be developed with regards to the intent and requirements of the Moving Ahead for Progress in the 21st Century Act (MAP-21) passed in July 2012 and requirements stipulated by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Florida Department of Transportation (FDOT). The 2040 LRTP will be multimodal in nature including mass transit (bus and rail), pedestrian facilities, bikeways and highway transportation. The plan will address efforts and initiatives by Housing and Urban Development (HUD), the Environmental Protection Agency (EPA), the United States Department of Transportation (USDOT) and other partnerships that encourage and help to create sustainable communities.

The CONSULTANT shall coordinate development and completion of all deliverables for the *2040 Long Range Transportation Plan (LRTP)* with the Volusia TPO PROJECT MANAGER, the project OVERSIGHT COMMITTEE, the 2040 LRTP SUBCOMMITTEE and the LAND-USE SUBCOMMITTEE. The PROJECT MANAGER for the Volusia TPO will be a staff member of the organization assigned to facilitate activities required for the completion of the LRTP. The OVERSIGHT COMMITTEE will be composed of two (2) TPO Board members, the Chairman of the Technical Coordinating Committee (TCC), the Chairman of the Citizens Advisory Committee (CAC), the Chairman of the Bicycle and Pedestrian Advisory Committee (BPAC), a representative from the District 5 Office of the Florida Department of Transportation, the TPO PROJECT MANAGER and the Executive Director of the TPO. The OVERSIGHT COMMITTEE will primarily be responsible for ensuring completion of key milestones required for plan development. The 2040 LRTP SUBCOMMITTEE will be composed of volunteers appointed from the TPO's TCC, CAC and BPAC committees plus, at least one member from the Transportation Disadvantaged Local Coordinating Board (TDLCB). All members of these committees are invited to participate. The LRTP SUBCOMMITTEE will

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review much of the technical data involved in the development of the plan. The LAND-USE SUBCOMMITTEE will consist of land-use planners and developers representing both the public and private sector. The LAND-USE SUBCOMMITTEE will be involved in developing future year socio-economic data sets as well as growth and development alternatives.

II. BACKGROUND

The Volusia Transportation Planning Organization (TPO) is an independent organization responsible for the planning and programming of all federal and state transportation funds for all of Volusia County and for the cities of Flagler Beach and Beverly Beach in Flagler County. The TPO is currently completing a reapportionment effort resulting from changes to urbanized area boundaries as a result of the 2010 census. It is important to recognize that the Metropolitan Planning Area (MPA) as well as the composition of the TPO Board will be changing as a result of reapportionment efforts. Given these changes, all activities should be developed with consideration for the expanded MPA boundary.

The TPO is the primary forum where local governments and citizens voice concerns, identify priorities, and plan for improvements to all modes of transportation – roadway, public transportation, and bicycle and pedestrian facilities. The TPO board is comprised of elected officials representing various local area governments and appointed members representing transportation authorities serving the area.

The TPO Board is supported by several advisory committees that include technical staff as well as citizen representatives that review information and make recommendations to the Board. The organization has a small staff of transportation planning professionals that support, coordinate and complete the transportation planning activities undertaken by the TPO Board and committees. The TPO currently operates under signed joint participation and interlocal agreements with all member governments.

III. PROJECT TASKS

The Volusia TPO will utilize a CONSULTANT to develop the *2040 Long Range Transportation Plan (LRTP)*. Activities will include coordination with the Florida Department of Transportation, (FDOT) District V staff, local governments and transportation agencies as well as other MPO/TPO's and planning areas within the District. The 2040 LRTP will conform to all requirements of 23 CFR 450 and will incorporate to the maximum extent feasible elements prescribed in MAP-21. Additional guiding documents will also be considered such as the Federal Highway Administrations "Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs" dated November 2012.

The PROJECT includes the following main tasks:

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| Task 1 | Kick-Off Meetings and Presentations of Major Elements |
| Task 2 | Project Schedule, Work Approach and Committee Activity |
| Task 3 | Develop Goals, Objectives, Policies and Performance Measures |
| Task 4 | Develop and Implement a Public Involvement Plan (PIP) |

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Task 5	Prepare Environmental Justice Analyses
Task 6	Develop a Congestion Management Plan
Task 7	Prepare a Financial Plan
Task 8	Develop a Future Year Socio-Economic Data Set
Task 9	Conduct Rail Planning Activities
Task 10	Develop and Model Transportation Plan Alternatives
Task 11	Complete a 2040 Needs Plan Analysis
Task 12	Develop and Present for Adoption a Cost Feasible 2040 Long Range Transportation Plan
Task 13	Complete Project Documentation
Optional Task	Complete a Sub-Area Corridor Analyses

The details of each task are described below:

Task 1 Kick-Off Meetings and Presentations of Major Elements

The CONSULTANT, with assistance from the TPO PROJECT MANAGER, will be responsible for preparing and conducting a minimum of 33 presentations to inform the TPO Board and standing committee members of the LRTP activities and to solicit input from committee members regarding key milestone activities. There will be five (5) major milestones that will require a presentation at the regularly scheduled board and committee meetings. At a minimum, the following presentations will occur:

- **LRTP Kick-off Meeting / Workshop** – This will be an interactive workshop that explains the development of the LRTP including a project overview, review of the schedule and key tasks. The workshop will be used to seek preliminary input from participants regarding transportation planning goals. Transportation issues, funding, legislation, trends and other current activities will be reviewed along with a presentation of the current conditions. (1 meeting)
- **Presentation of Initial Planning Activities** – This includes two rounds of meetings to review and approve key elements that guide the activities of the TPO during the development of the LRTP. The presentation will review the Goals, Objectives, Policies and Performance Measures, the Public Involvement Plan, and preliminary Revenue Estimates developed for the 2040 LRTP. A draft of each will be presented to the TPO committees and board for approval. (10 meetings)
- **Presentation of the Transportation Alternatives 1 and 2 and the Subarea Corridor Analysis** – A presentation of the project listings and model results will be presented to the advisory committees and board. (12 meetings)
- **Presentation of the Draft 2040 Cost Feasible Plan** – This presentation will include an overview of the draft cost feasible long range plan including sound financial assumptions, the project

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listing and any major outcomes of the planning process. The TPO Board and committees will provide approval to present this plan for public review. (5 meetings)

- **Presentation of the 2040 Long Range Transportation Plan** – This presentation will include the cost feasible 2040 LRTP in the form of an Executive Summary that includes the basic elements that demonstrate the planning effort and outcome. The results of the final round of public meetings will also be summarized. (5 meetings)

The CONSULTANT will be responsible for all the preparation and research associated with handout materials, presentations, graphics, visual aids, and equipment necessary for presentations. The purpose of these presentations will be to discuss the progress of the long range planning process, key decisions, and milestones. The OVERSIGHT COMMITTEE will review materials prior to each presentation of the key materials (5 meetings). These meetings are in addition to the more frequent working meetings of the LRTP SUBCOMMITTEE and/or other meetings that may be required as part of the overall work plan developed for this project.

Task 1 Deliverables

A written summary of the Project Kick-off meeting will be developed documenting the meeting agenda, key themes discussed, input from participants, handouts provided and attendance. All other presentations included in this task will be documented as part of the TPO public meeting records and summarized in the final 2040 LRTP Report.

Task 2 Project Schedule, Work Approach and Committee Activity

The CONSULTANT shall present a proposal to coordinate all work and deliverables of the *2040 Long Range Transportation Plan*. This includes, but is not limited to developing a detailed project schedule recognizing task deadlines, presentations and the accomplishment of project deliverables. The CONSULTANT shall also propose a work plan that outlines the project approach including coordination with the TPO PROJECT MANAGER, expectations for LRTP SUBCOMMITTEE meetings, expectations for the LAND-USE SUBCOMMITTEE meetings and involvement of planners and community stakeholders (both private and public sector), and updates of the key project milestones to the project OVERSIGHT COMMITTEE. The expected membership on these committees was outlined in the Introduction of this document.

Task 2 Deliverables

A written work plan will be developed including, at a minimum, a detailed project schedule recognizing task deadlines, key presentations and the accomplishment of project deliverables. The work plan shall also outline the project approach including all task elements as well as LRTP SUBCOMMITTEE meetings and involvement, LAND-USE SUBCOMMITTEE meetings and involvement, and updates of the key milestones to the project OVERSIGHT COMMITTEE. The OVERSIGHT COMMITTEE will use this work plan to assess progress of the LRTP development.

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Task 3 Develop Goals, Objectives, Policies and Performance Measures

The *Goals, Objectives, Policies and Performance Measures*, as adopted by the TPO Board, will be used to guide the entire long range planning process. In addition, performance measures will provide a means for measuring success over time. Performance driven decision-making is a key theme identified in MAP-21 with an emphasis on improving transportation safety. Although it's unlikely that specific guidance from FHWA, FTA and FDOT will be completed prior to the adoption of this plan, all attempts will be made to develop a framework for data collection and performance evaluation in anticipation of this guidance. Although the *Goals, Objectives, Policies and Performance Measures* will be developed based on input provided through the committee and public involvement process discussions are expected to include the following:

- improving safety in all modes of transportation;
- addressing existing deficiencies before projected deficiencies;
- inclusion of public transportation (i.e., fixed bus route and rail modes of transportation);
- inclusion of freight and system performance that supports commercial and economic activity;
- integration, expansion and interconnectivity of non-motorized transportation alternatives including bicycle and pedestrians in development of the plan;
- transportation equity, with special attempts to include and engage the traditionally underserved and underrepresented in the planning process;
- assessment and consideration of both primary and secondary environmental impacts at both the plan and project level; and
- improvements to mobility and accessibility within the TPO planning area.

The CONSULTANT will work with the LRTP SUBCOMMITTEE to initially develop the *Goals, Objectives, Policies and Performance Measures*. A thorough assessment will also include a review of local Comprehensive Plans, the Florida Highway Safety Plan, the East Central Florida Strategic Regional Policy Plan and the Voltran Transit Development Plan. The Volusia TPO 2040 LRTP *Goals, Objectives, Policies and Performance Measures* developed will be consistent with these plans to the extent feasible.

The *Goals, Objectives, Policies and Performance Measures* will also play a critical role in the development of *Evaluation Criteria* for project ranking, providing the basis by which projects will be evaluated and ranked. The CONSULTANT will work with the TPO's LRTP SUBCOMMITTEE to develop *Evaluation Criteria* to rank potential projects. Where possible, the criteria should be quantifiable, so potential projects can be objectively evaluated and improvements to system performance can be assessed as projects are completed. This does not, however, preclude subjective considerations. It will also be important to incorporate a review of projects through the Efficient Transportation Decision Making (ETDM) process as the plan is developed.

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The initial draft will be presented to the TPO standing committees and board for review and input early in the plan development. In addition, access will be provided to allow public input into the refinement of the *Goals, Objectives, Policies and Performance Measures* during plan development, as well as adequate time to review and comment on decisions. As new issues arise through the public involvement process and local viewpoints are sharpened during the planning process, the TPO may need to modify its *Goals, Objective, Policies and Performance Measures* accordingly. As the development of the 2040 LRTP nears completion, they will be revisited and finalized as part of the plan report.

Task 3 Deliverables:

The CONSULTANT shall prepare a written stand-alone report to be entitled *Goals, Objectives, and Performance Measures*. The CONSULTANT will also work with the LRTP SUBCOMMITTEE, standing committees and TPO Board to formally adopt the *Goals, Objectives, Policies and Performance Measures* as the basis for developing the *2040 Long Range Transportation Plan*.

Task 4 Develop and Implement a Public Involvement Plan (PIP)

The importance of public outreach as a means to inform, educate, and involve citizens in the transportation decision-making processes that impact their daily lives cannot be underestimated. By involving the public in ways that are meaningful and measurable, transportation planners are better able to ensure that the plans and programs developed reflect community values and benefit all segments of the population equally. The TPO has been recognized nationally for best practices in this area and will look for a diverse and innovative proposal that reaches out to a broad range of community members during the development of the LRTP. Although the TPO places a high priority on these activities, it is expected that the public outreach will require no more than 25% of the resources required to develop this LRTP.

In keeping with past practices, the CONSULTANT will work with the TPO PROJECT MANAGER and the LRTP SUBCOMMITTEE to develop a detailed *Public Involvement Plan* for the *2040 Long Range Transportation Plan*. The *Public Involvement Plan* will be consistent with the TPO's adopted *Public Participation Plan* and will identify efforts that will be used to involve minorities, low income communities, and other groups often underrepresented in the transportation planning process. The strategies identified will also be used to solicit input from business, environmental groups, community advocates and other organizations of local significance to develop a plan that represents the interests of all users.

The *Public Involvement Plan* shall guide the public involvement effort for the *2040 Long Range Transportation Plan* and will, at a minimum, outline a public involvement process that:

- requires timely public notice of all activities in local newspapers via press releases and public service announcements;
- includes multiple events and activities that inform citizens of planning efforts and to allow the public input and access to key decisions;

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- supports early and continuing involvement of the public in the plan development process;
- recognizes that the public includes not only citizens, but also business owners, freight operators, environmental groups and others who have an interest in the transportation decisions being made through this plan;
- includes a variety of activities and strategies to engage members of the community in ways that are innovative and informative; including the use of web based formats and
- has targeted and measurable goals for achievement.

Many innovative strategies have been employed to engage the public in transportation planning efforts. The combination of activities often depends upon the specialization of a firm, innovative trends, the nature of the community and the available resources to support the effort. A successful plan will incorporate activities that are wide-ranging, with elements that complement each other.

Efforts are expected to include continuation of the Make Your Mark (a.k.a. Strings and Ribbons) events used by the Volusia TPO in previous LRTP updates. This activity has received national recognition as a best practice in public outreach and has received very positive feedback from participants. It is contemplated that 10 geographically dispersed events will be included as part of this update. A project website and use of social media venues will be utilized for community engagement. Additional activities that may be considered include, but are not limited to:

- project specific newsletters
- a speakers bureau
- focus group interviews
- on-line dialogue forums
- community surveys
- electronic town halls
- public workshops

The public and all interested parties shall be given timely information on transportation issues and processes. The written Public Involvement Plan shall include the publication of the proposed 2040 Long Range Transportation Plan in a draft form making it readily available for public review and comment. Reasonable access shall be provided to all interested parties regarding the technical and policy information used in the preparation of the 2040 Long Range Transportation Plan. Provisions will be included for advanced notice of public involvement activities and also time for public review and comment before key decisions are made. As part of the public outreach process the CONSULTANT will work with the TPO staff to ensure that all documents are placed on the TPO's website. Proposals may consider active support and involvement of TPO staff as a means to accomplishing a thorough outreach program.

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Task 4 Deliverables:

The CONSULTANT shall prepare a written *Public Involvement Plan* that clearly outlines the strategies expected to be used as well as the measures for success. The plan will be presented to the TPO standing committees and board early in the process and implemented throughout the course of the LRTP development. The completed *Public Involvement Plan* will thoroughly document the results of these activities. This task will also develop the Volusia TPO 2040 LRTP website and social media tools which will remain available beyond the completion of the project.

Task 5 Prepare an Environmental Justice Analyses

“*Environmental Justice*” is the fair treatment of all groups within the community. In 1994, Presidential Executive Order 12898 directed every Federal agency to make environmental justice part of its mission by identifying and addressing the effects of all programs, policies, and activities on "minority populations and low-income populations." This Order was consistent with Title VI of the Civil Rights Act of 1964 which prohibits discrimination on the basis of race, color, or national origin. Environmental Justice provides a framework for conducting assessments pertaining to matters of equity and nondiscrimination. To ensure Environmental Justice is achieved, it's important to consider the comparative impact of an action on different population groups, rather than simply identifying a specific population by size, geographic grouping or concentration. As part of this task, the CONSULTANT shall perform an Environmental Justice (EJ) analysis utilizing various data sources such as the US Census and other demographic data to create using a geographic information systems (GIS) database. All attempts should be made to use existing data sources. This database must include the anticipated planning boundary for the TPO. Information will include attributes such as:

- Community Boundaries – delineated by physical barriers, land-use patterns, political or area of responsibility divisions (e.g. school districts and police precincts, etc.)
- Volusia and Flagler County Planning Areas
- City Boundaries
- Population and Demographic Summaries
- Socio-Economic Characteristics
- Housing Characteristics
- Physical Characteristics Summary (supplement/updated GIS data from the FGDL)

The GIS database will also include Community Focal Points, which can be supplemented and updated with data from the Florida Geographic Data Library (FGDL). This data will also include the following:

- Facility Name and Type
- Facility Ownership
- Services/Amenities Provided
- Number of People Served

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The GIS database will also include the data needed to complete a Socio-cultural Effects Evaluation based upon:

- Social Effects
- Economic Effects
- Land Use Effects
- Aesthetic and Visual Effects
- Access to goods, services and employment
- Relocation and Displacement

Task 5 Deliverables:

The CONSULTANT will document Task 5 in a written report to be entitled *Environmental Justice Analyses*. All GIS databases associated with this task must be consistent with both the Volusia County GIS Department’s coverages and the Central Florida Regional Planning Model data projections.

Task 6 Develop a Congestion Management Plan

Congestion negatively affects safety, physical condition, environmental quality, economic development, quality of life, and “customer” satisfaction. As the level of congestion increases, all elements of society, including the local, state and national economies, the environment and an individual’s quality of life, bear an increasing cost. Maintenance of a Congestion Management Process (CMP) is a requirement for all Metropolitan Planning Organizations (MPOs) under Florida law and, under federal law for MPO’s designated as Transportation Management Areas (TMAs). Consistent with the guidance for Transportation Management Areas (Section 450.320, F.S.), the intent of the CMP is to “address congestion management through a process that provides for safe and effective integrated management and operation of the multimodal transportation system.” The CMP shall consider strategies that:

- manage demand;
- improve safety;
- integrate transportation planning practices that provide for sustainable development;
- reduce single-occupant vehicle travel (not including bicycles and motorcycles); and
- improve transportation system management by promoting efficient system management operations.

The ultimate objectives are to relieve congestion and enhance mobility by establishing a CMP that includes:

- a coordinated process that uses existing transportation data to the maximum extent possible;
- enhancements to the integration and connectivity of the transportation system, across and between modes, for people and freight;
- defining and evaluating multi-modal transportation system congestion and safety;

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- utilize the TDP to identify potential or likely bus routes/service (transit) that will operate over or near capacity in peak hours
- use existing resources and inventories to identify sidewalk gaps (deficient level of service) in urbanized areas on the arterial and collector system, particularly in close proximity to transit routes
- identifying alternative strategies and actions, their anticipated cost-effectiveness and an associated implementation plan;
- developing a process to periodically report on the effectiveness of implemented strategies;
- developing an implementation plan and associated funding program; and
- identifying demand reduction strategies that may reduce trip lengths and vehicle miles traveled.

The plan serves as a working tool that needs to be effectively incorporated into the TPOs project prioritization process, Transportation Improvement Program (TIP), and Long Range Transportation Plan (LRTP). It must utilize multimodal data, identify performance measures, outline a plan for assessment, develop strategies, and determine priorities. Development of the CMP shall consider best-practice examples of performance measures from other MPOs as well as local input from technical staff and the public.

This activity will be closely tied to the performance measures identified in Task 3 of this Scope of Services. The CONSULTANT will use the final performance measures to be applied in the assessment of the transportation system. The transportation system assessment and resulting performance measures will be used to define needs and develop multimodal strategies for increasing mobility, reducing congestion and improving safety.

At a minimum, the CONSULTANT will:

- Identify corridors and areas with congestion and safety issues;
- Identify the causes of congestion;
- Identify potential safety countermeasures and project solutions to mitigate crashes and improve safety;
- Identify and evaluate alternative congestion mitigation strategies; and
- Provide information supporting the implementation of actions.

The CONSULTANT, with assistance from the TPO PROJECT MANAGER, LRTP SUBCOMMITTEE and other technical staff, will develop criteria for the ranking of congested corridors and intersections. To the extent possible and subject to data availability, the criteria will consider:

- existing and future traffic volumes;
- level of service (utilizing data such as HIGHPLAN or ARTPLAN or other specific facility LOS analysis where available to analyze certain roadway segments);

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- municipal, county and state Capital Improvement Programs (CIP);
- bicycle and pedestrian inventory and related system deficiencies as currently identified;
- public transportation level of service as documented in the adopted Transit Development Plan;
- high crash frequency and crash rate locations;
- roadway geometry issues;
- freight transportation industry concerns and comments as documented in previous studies; and
- comments received through public and committee participation.

The need for improvements will be compared to planned projects in the CIPs/CIEs of the municipalities, counties, and FDOT to determine potential improvements needed but not currently included in the respective CIPs. Additionally, identification and evaluation of possible Intelligent Transportation Systems (ITS) projects and potential strategies for improvement of operations, safety and performance of the transportation system will be included as part of the analysis. To the extent that data are available, the analysis will generate an integrated, prioritized list of needed improvements covering all modes.

The CONSULTANT will work with the LRTP SUBCOMMITTEE to jointly develop projects and strategies for transit, freight, demand management, and bicycle and pedestrian elements. The results of the foregoing analysis will be used to develop a multimodal project listing of potential improvements. The anticipated performance and expected benefits of these improvements will be documented. The ranking criteria will then be used to prioritize needed improvements by mode.

Task 6 Deliverables:

The CONSULTANT will document Task 6 in a written report to be entitled *Congestion Management Plan (CMP)*. The CMP report will become a chapter in the LRTP. The CONSULTANT will prepare a Draft CMP Report that incorporates the work effort. The CONSULTANT will work with the LRTP SUBCOMMITTEE, TPO standing committees and Board to formally adopt the *Congestion Management Systems Plan* as the means for implementing the *2040 Long Range Transportation Plan*.

Task 7 Prepare a Financial Plan

The Florida Department of Transportation (FDOT) along with the Metropolitan Planning Organization Advisory Council (MPOAC) typically develops revenue estimates and year-of-expenditure inflation adjustments for use by MPO/TPOs throughout the State in the development of LRTPs. Early in the study process, the CONSULTANT shall work with the TPO PROJECT MANAGER to collect guiding documents and produce a *Preliminary Financial Resources Summary*. The summary will identify existing available transportation funding sources, along with potential revenue sources, projected throughout the period of the *2040 Long Range Transportation Plan*. All revenues shall be identified by source (local, State, Federal, and private) and by mode when required. This will likely require coordination with other

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entities including Voltran and local governments as well as coordination with TPO partners anticipated to join the organization during the development of this LRTP.

As alternative scenarios are refined, the CONSULTANT will develop the cost estimates required to implement the transportation projects under consideration. The costs of the alternative transportation plans will be compared to the available and projected revenues and/or revenue sources to cover any shortfalls, including strategies for ensuring their availability for any proposed transportation investments. Strategies for obtaining new funding sources should include information such as how support may be achieved including historical data documenting how similar types of funding were obtained, such as tax increases, or voter approval of new bond issues should be included in the plan. Any consideration of innovative financing techniques should include specific actions that will be required, the amount of commitment required by each responsible party, and a schedule of the steps to be taken.

The *Financial Resources Plan* including project costs shall be further refined when the draft plan is being developed. The plan shall identify the project costs by phase and by the year they will be implemented in five-year blocks that match the revenue streams projected. The CONSULTANT will update and finalize all information from the *Preliminary Financial Resources Plan* to be incorporated into the adopted *Financial Resources Plan*.

Task 7 Deliverables:

The CONSULTANT shall prepare a written *Preliminary Financial Resources Summary* early in the planning process to support outreach activities and scenario planning. Prior to Task 12 (Cost Feasible 2040 Long Range Transportation Plan Development), the CONSULTANT will document Task 7 in a report to be entitled *Financial Resources Plan*. This will be presented to the LRTP SUBCOMMITTEE and the TPO PROJECT MANAGER for review.

Task 8 Develop a Future Year Socio-Economic Data Set

The CONSULTANT shall work with the TPO PROJECT MANAGER, the LRTP SUBCOMMITTEE, local government representatives and the 2040 LAND-USE SUBCOMMITTEE to develop the appropriate future year socio-economic data files for the Volusia TPO planning area, consistent with the travel demand modeling requirements regarding the development of a “Life-Style” trip generation model using the Central Florida Regional Transportation Model (CFRPM). The base year model for 2010 was validated by consultants working for FDOT on behalf of the regional partners. The CONSULTANT will utilize a “trend-based” approach with appropriate modifications as directed by the MPO staff.

The CONSULTANT shall be responsible for proposing a methodology to project and allocate the socio-economic data files (ZDATA 1 and 2 files) for the 2040 horizon year. The FDOT, Voltran, and all member local governments will participate in this effort. Mid-range population projections developed by the Bureau of Business and Economic Research (BEER) will be utilized as control totals. These activities will include, but are not limited to developing:

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- **Employment Projections:** With guidance from the local jurisdictions and the TPO PROJECT MANAGER the CONSULTANT will develop and allocate employment projections for the 2040 horizon year. Employment data shall be determined using forecasts by Woods & Poole or other reliable industry sources. The employment information shall be grouped by industry to the three standardized categories – industrial, commercial, and service. Projections will also consider the prevailing and anticipated socioeconomic conditions impacting the economic development of the TPO planning area based on input received from planners from local jurisdictions and economic development professionals.
- **School Enrollment Projections:** The CONSULTANT will coordinate with the TPO PROJECT MANAGER and public school staff to develop and allocate enrollment at school locations at the TAZ and school zone levels.
- **Hotel/Motel Projections:** Based on the base year 2010 inventory of hotel/motels and planning assumptions regarding the socioeconomic conditions control totals for hotels/motels will be developed for the planning area. The CONSULTANT will coordinate with the TPO PROJECT MANAGER, local governments and hotel/motel industry representatives to develop a forecasting methodology for the allocation of hotels/motels and will review the forecast and allocation with local government staff.
- **Population Forecasts:** The CONSULTANT will coordinate with the TPO PROJECT MANAGER, the LAND-USE SUBCOMMITTEE and local jurisdictions to forecast population growth for the 2040 horizon year. Population projections developed by the Bureau of Business and Economic Research (BEER) will be utilized as control totals. Readily available resources such as local comprehensive plan Future Land Use and approved development plans will also be considered.
- **Special Generators:** The CONSULTANT will coordinate with the TPO PROJECT MANAGER and representatives from local jurisdiction to forecast the potential development of special generators.

The CONSULTANT will coordinate all activities with the TPO PROJECT MANAGER, the LRTP SUBCOMMITTEE, the LAND-USE SUBCOMMITTEE and other professionals that can guide the development of this data set. In addition, the CONSULTANT will coordinate activities as necessary with FDOT's District 5 travel demand modeling sub-contractor.

Task 8 Deliverables:

The CONSULTANT will document Task 8 in a written report to be entitled *Development of 2040 Socio-economic Data Files*. The CONSULTANT will work with the 2040 LRTP SUBCOMMITTEE and the Technical Coordinating Committee to formally adopt the Socio-economic data as the basis for developing the *2040 Long Range Transportation Plan*.

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Task 9 Conduct Rail Systems Planning Activities

Rail transportation offers opportunities to move people and goods efficiently and in a more sustainable manner. The Volusia TPO has, through its 2035 LRTP, supported the development of SunRail, a commuter rail service expected to begin operations in 2014 as well as intercity passenger rail service along the east coast. The plan also included an enhanced transit service connecting development in the east and west areas of Volusia County and local area circulators to support growth and development plans for the future. These pursuits are consistent with the vision outlined in the 2009 Florida Rail System Plan to develop a “a safe, secure, and efficient passenger and freight rail system providing mobility, improving quality of life and promoting economic opportunities and environmental sustainability for Florida.” Although the previous LRTP included enhanced transit options, there have been limited system-wide planning activities within the Volusia TPO planning area.

This task intends to further the development of a rail systems plan by building on previous planning efforts such as the Transit Corridor Feasibility Analysis completed by the Volusia TPO in 2009, the International Speedway Coalition activities, the Flagler Line Forum and the Freight Goods and Services Analysis coordinated for the Central Florida region. Planning activities will also consider ongoing projects such as SunRail. This task will involve hosting a workshop to discuss various rail options, station area development, and the integration of rail with other transportation modes. The CONSULTANT will also be required to host several smaller stakeholder discussions as necessary to develop various rail concepts for the planning area.

Task 9 Deliverables:

The CONSULTANT will plan and host a rail planning workshop, including the preparation of materials and documentation of the event. The CONSULTANT will document Task 9 in a written report to be entitled *Rail Systems Planning*.

Task 10 Develop and Model Transportation Plan Alternatives

Meeting the needs of our community in the long term requires a comprehensive set of transportation solutions that includes a variety of transportation options and integrates these into a coordinated system that functions together. The TPO also recognizes that the transportation solutions identified must be responsive to and of supportive existing and future approaches to land-use development and to the visions being pursued by each of our member communities and be financially feasible. A disconnect between land-use planning and transportation planning is likely to result in an inefficient use of resources and mobility limitations that negatively impact the community. Trends in transportation planning include an increasing emphasis on exploring not only the transportation solutions that may be considered for the future, but also exploring land-use changes that may improve conditions in the future and minimize the need for major capital infrastructure. This is consistent with changes found in MAP-21 that recognize scenario planning as an element of LRTPs. For this effort, the CONSULTANT will be responsible for developing two alternatives for the 2040 horizon year.

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Alternative #1 - Transportation

The first Alternative will offer a set of transportation choices for the 2040 planning horizon that responds to the trend based growth estimates included in Task 8. The transportation projects identified will be developed using input from the LRTP SUBCOMMITTEE as well as information provided by the public through the Make Your Mark activities outlined in Task 4 (Public Involvement Plan). The CONSULTANT will synthesize the transportation project recommendations into a single listing that will be reviewed by the LRTP SUBCOMMITTEE. Although there is no requirement to be financially constrained, reasonable limits will be applied regarding the size and scope of the set of transportation options offered in this alternative. Alternative #1, the Transportation Alternative will be evaluated by the CONSULTANT using the Central Florida Regional Planning Model (CFRPM).

Alternative #2 – Land-Use

During the second Alternative, the CONSULTANT will work with the LAND-USE SUBCOMMITTEE to develop an alternative transportation and land use scenario that is not constrained by prior trends and existing comprehensive plans. This scenario will allow planners to focus on visions, master plans and other planning activities such as How Shall We Grow and the HUD, EPA, and DOT Partnership for Sustainable Communities to create an alternative path for the future development. As indicated previously, the TPO 2040 LRTP is required to be consistent with other formal planning activities including the Florida Transportation Plan and local comprehensive plans. The land-use alternative developed under this section is intended to offer an alternative decision-making tool for planners. It is not intended to dictate the planning process, but rather to demonstrate the potential results of pursuing land-use variations along with transportation options to shape our future.

As with the first alternative, there is no requirement to be financially constrained; however, reasonable limits will be applied regarding the size and scope of the set of transportation options offered in this alternative. Alternative #2, the Land-use Alternative will also be evaluated by the CONSULTANT using the Central Florida Regional Planning Model (CFRPM) traffic model. The mix and distribution of land-uses under this alternative may vary from the trend, however, they are expected to conform to the goals and objectives established for the long range planning effort and population and employment totals will continue to be limited to the projections established for the 2040 horizon year.

Task 10 Deliverables:

The CONSULTANT will document the activities completed in Task 10 in a written report to be entitled *Transportation Alternatives*. A summary of the transportation projects along with a summary of the CFRPM results will be included.

Task 11 2040 Needs Plan Analysis

The CONSULTANT will work with the LRTP SUBCOMMITTEE to develop and analyze a *2040 Needs Plan*. As part of the *Needs Plan* the CONSULTANT will consider the projects identified during the planning

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process that are not considered as part of the cost feasible plan including all modes of transportation. All projects must comply with the *Goals, Objectives and Policies* established in Task 3. The CONSULTANT will work with the LRTP SUBCOMMITTEE to establish the criteria/definition of a transportation need and prior model activities should support the transportation issue requiring the project. The CONSULTANT shall use the *Evaluation Criteria* established to rank projects included in the needs plan.

Task 11 Deliverables:

The CONSULTANT will document Task 11 in a report to be entitled *2040 Mobility Needs Plan*. The CONSULTANT will work with the TPO Board to formally adopt the *2040 Mobility Needs Plan* as the basis for developing the *2040 Long Range Transportation Plan*.

Task 12 Develop and Present for Adoption a Cost Feasible 2040 Long Range Transportation Plan

The CONSULTANT shall work with the LRTP SUBCOMMITTEE to utilize all information collected in previous tasks including technical resources as well as public input to develop a transportation plan that can be implemented with the revenues forecasted throughout the 2040 planning horizon. The CONSULTANT will review the projects against the Goals, Objectives and Policies established through Task 3 and will ensure consistency with other documents including the Transit Development Plan and local government comprehensive plans. The CONSULTANT will perform an evaluation of the projects using the Environmental Justice analysis prepared under Task 5 and will submit the projects to FDOT for screening through the Efficient Transportation Decision Making (ETDM) process. Projects will be analyzed early in the planning process so that projects can be modified or eliminated from consideration if they are found to adversely affect the natural or social environment. Projects will then be compared using the evaluation Criteria established for the 2040 LRTP and present results to the LRTP SUBCOMMITTEE. Once a draft is reviewed, the summary will be presented for final public review in accordance with the Public Involvement Plan. The Cost Feasible 2040 LRTP for the Volusia Transportation Planning Organization is required to be approved by the Volusia TPO Board by September 30, 2015.

Task 12 Deliverables:

The CONSULTANT will document Task 12 in a written summary report to be entitled *Cost Feasible 2040 Long Range Transportation Plan*. The CONSULTANT will also work with the OVERSIGHT COMMITTEE, the LRTP SUBCOMMITTEE, advisory committees and the TPO Board to provide for thorough public review and formal adopt of the *Cost Feasible 2040 Long Range Transportation Plan* as the basis for developing the *2040 Long Range Transportation Plan*.

Task 13 Complete Project Documentation

In this task, the CONSULTANT, in coordination with the TPO PROJECT MANAGER, will produce a written Final Report and a written Summary Report that summarizes the study process. The full report will include a comprehensive collection of the activities and information developed in Tasks 1 through 11

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(and optional tasks as developed). An Executive Summary Report will also be prepared by the CONSULTANT that highlights the key activities of the study process. The summary report will be used as the primary public outreach tool for the 2040 LRTP and will be designed with consideration for that use.

In addition, the CONSULTANT will provide all technical files documenting the study. These would include, but are not limited to, various travel demand modeling as well as the CONSULTANT's technical analyses developed over the course of the study together with any information necessary to produce a coherent and unified report.

OPTIONAL – Task ~~12~~ Complete a Sub-Area Corridor Analyses

This task is to be included in CONSULTANT proposals as an option. It does not preclude the development of other options that may be considered by the CONSULTANT. Inclusion of this task is contingent upon project budget and other technical considerations.

The Volusia TPO has initiated a series of corridor studies intended to improve the function and safety of various corridors for all users. The studies have taken an incremental approach to evaluating a transportation corridor that ensures the needs and desires of the respective communities are understood. The first corridor study focused on US-1. Phase I included a complete review and documentation of prior studies and recommendations for improvements to the corridor. Phase I of the study was completed in April 2012 and identified projects that would be pursued as well as follow on work to ensure the corridor was properly defined. The Phase II study is being managed by FDOT and is currently underway.

For this task, the CONSULTANT will complete a more detailed sub-area analysis that continues to build on the efforts to improve this facility. As transportation systems have become more complex and efforts to evaluate the effects of land-use changes, intersection and traffic signalization, improved transit frequencies and other mobility options require detail not available through a regional trip model such as the CFRPM. CONSULTANT proposals will recommend a corridor analysis program that can be used that will evaluate improvements to the corridor.

The CONSULTANT will coordinate with the LAND-USE SUBCOMMITTEE and local government planners representing the affected jurisdictions to consider potential land-use including a mix of housing, commercial office, retail, entertainment and even light industrial uses in a compact package that balances transit, auto, pedestrian and bicycle use. These will be balanced with corridor improvements that are intended to maximize the efficiency of the corridor and maintain an environment that serves all users.

Optional Task ~~12~~ Deliverables:

The CONSULTANT will document the activities completed in Task 10 in a report to be entitled *US-1 Sub-Area Corridor Analysis*. A summary of the participants involved and the corridor assumptions used, as well as the outcome of the analysis will be included.