

TASK ORDER APPROVAL FORM

CONTRACT #: C20-2948-PW


TASK ORDER #: Task 1 Phase 3

TASK ORDER AMOUNT: \$ 89,250

Contract:# C20-2948-PW
NUE URBAN CONCEPTS, LLC.
MOBILITY PLAN IMPLEMENTATION
Expires: 07/20/2023

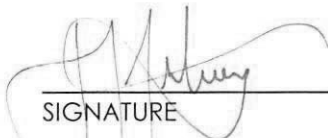
OFFERED BY CONSULTANT:

NUE Urban Concepts, LLC
FIRM'S NAME

Jonathan B. Paul, AICP
REPRESENTATIVE'S PRINTED NAME

SIGNATURE
Jonathan B. Paul, AICP
Digitally signed by Jonathan B. Paul, AICP
Date: 2023.01.12 01:39:45 -05'00'

Principal 01/12/2023
TITLE DATE

RECOMMENDED FOR APPROVAL
(Department Director)


SIGNATURE
Robert Weeks Director
TITLE
1/18/23
DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual) Table 1

DeRita Mason Digitally signed by DeRita Mason
Date: 2023.02.02 14:55:23 -06'00'
PURCHASING MANAGER

DATE

Faye Douglas Digitally signed by Faye Douglas
Date: 2023.02.02 15:36:36 -06'00'
OMB DIRECTOR/DATE

DATE

John Hofstad Digitally signed by John Hofstad
Date: 2023.02.02 15:49:50 -06'00'
COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

**OKALOOSA COUNTY
MOBILITY PLAN & FEE DEVELOPMENT
TASK WORK ORDER**



Task Work Order: Task 1 Phase 3: Mobility Fee Development

Contract No.: C20-2948-PW

Date: January 12th, 2022

Task 1.3.1: LEGISLATIVE & LEGAL OVERVIEW:

NUE Urban Concepts will prepare an overview of the legislative basis for a mobility plan and mobility fee and provide an overview of the case law that governs mobility fees. The overview will also incorporate applicable statutory citations and requirements.

Task 1.3.2: EXISTING CONDITIONS EVALUATION (ECE):

NUE Urban Concepts will calculate an existing conditions evaluation based on data collected under Task 1 Phase 2. The evaluation will include descriptions on the recommended service standards established in Task 1 Phase 2 and how they are utilized in the mobility plan and fee.

Task 1.3.3: PROJECTED GROWTH:

NUE Urban Concepts will evaluate projected growth in population and employment within Okaloosa County. The projections will evaluate the traffic analysis zones from the 2045 Long Range Transportation Plan. The projections will be evaluated and adjusted as necessary, based on existing population and employment data from the American Community Survey (ACS). Future population projections will also be verified compared to projections from the Bureau of Business and Economic Research (BEER).

Task 1.3.4: VEHICLE & PERSON MILES OF TRAVEL (PMT) EVALUATION:

NUE Urban Concepts will calculate person miles of travel (PMT) factor to convert growth in vehicle miles of travel to person miles of travel to account for multiple modes of travel within the County. The PMT factor will be based upon the 2017 National Household Travel Survey and used to establish a person miles of travel rate for use in the mobility fee calculation and the new growth evaluation to ensure new development is not being charged more than its fair share.

Task 1.3.5: MOBILITY PLAN SUMMARY:

NUE Urban Concepts will summarize the mobility plan projects and their basis for calculating the mobility fee. The summary will further describe the maps and tables developed under Task 1 Phase 2. The calculated planning level cost and person miles of capacity for the mobility plan projects will be consolidated and summarized for use in the calculation of the mobility fee.

Task 1.3.6: REVENUE ADJUSTMENTS:

NUE URBAN CONCEPTS, LLC

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NUE Urban Concepts will consolidate existing funding sources for multimodal projects. Case law requires that existing funding for multimodal projects is factored into the mobility fee. Projected funding from sales tax, gas tax, and federal and state funds that are reasonably available to fund mobility plan projects will also be identified. Revenue funding adjustments will be developed based on whole dollar funding availability. A local match will be recommended, in consultation with County Staff, for multimodal projects on FDOT maintained US Highways and State Roads.

Task 1.3.7: NEW GROWTH EVALUATION:

NUE Urban Concepts will conduct a new growth evaluation based on the projected increase in person miles of travel using the VMT data, the PMT factor and the increase in multimodal capacity. The analysis is utilized to develop a new growth evaluation factor to demonstrate that new growth is not being charged for more than its fair share of projects.

Task 1.3.8: PERSON MILES OF CAPACITY (PMC) RATE:

NUE Urban Concepts will develop a person mile of capacity (PMC) rate based upon the cost of multimodal projects, with adjustments for deficiencies, new growth, and available revenues. The PMC rate will be divided by the total increase in person miles of capacity from multimodal projects to develop a multimodal capacity rate used in calculating the mobility fee.

Task 1.3.9: ESTABLISH ASSESSMENT AREA(S):

NUE Urban Concepts will recommend the establishment of up to three (3) assessment areas to allow for the differentiation of mobility fees based upon geographic location (e.g., north, and south of Eglin, or planning areas) and type of development (e.g., mixed-use, TND). Assessment area(s) will be based upon both existing development patterns, geographic barriers, needed mobility projects and future land uses. Maps will be prepared for any geographic based assessment areas.

Task 1.3.10: MOBILITY FEE SCHEDULE ALTERNATIVES:

NUE Urban concepts will prepare up to three (3) mobility fee schedules based on existing development patterns and the County's Future Land Use Element and Map. NUC will prepare a summary for each mobility fee schedule alternative for County staff consideration.

Task 1.3.11: PERSON TRAVEL DEMAND (PTD) FOR LAND USES:

NUE Urban Concepts will calculate a person travel demand (PTD) for each use and assessment area identified in the mobility fee schedule for travel within the County. The PTD will be based on trip generation rates, person trips and trip lengths from the 2017 National Household Travel Survey Data, pass-by rates, adjustments for limited access facilities, and origin and destination. To the extent that an assessment area is established for a type of development (e.g., mixed-use, TND), internal capture and community capture will be incorporated into the PTD calculation.

Task 1.3.12: DEVELOP A MOBILITY FEE SCHEDULE:

NUE Urban Concepts will develop a mobility fee per use and per assessment area included in the mobility fee schedule. Refinements to the schedule maybe undertaken based on initial fee rates.

Task 1.3.13: ESTABLISH BENEFIT DISTRICT(S):

NUC will establish two (2) or more benefit district(s) to ensure that funds collected from new development are expended in the district(s) in which they are collected to the “benefit” of the new development as required in the dual rational nexus test. Benefit district(s) are based upon existing travel patterns, mobility plan projects, and any natural or physical barrier, such as water bodies or Interstates, that would impact traffic flow. A final GIS map will be developed illustrating the proposed benefit districts.

Task 1.3.14: MOBILITY FEE COMPARISON:

NUE Urban Concepts will prepare a comparison between the proposed mobility fee rates and comparable proportionate share calculations based on the County’s existing transportation concurrency system.

Task 1.3.15: DEVELOP MOBILITY FEE TECHNICAL REPORT:

NUE Urban Concepts will develop a technical report that will document the analysis, data, and methodology used to develop the mobility fee. The Technical Report will demonstrate that the mobility plan and mobility fee meet the dual rational nexus test and roughly proportional test. The Technical Report will include relevant definitions related to the mobility plan and mobility fee and provide the factual basis to demonstrate the mobility plan corridors and mobility fee meet legal and statutory requirements.

Deliverable: Mobility Plan & Mobility Fee Technical Report

Schedule: Draft Report: April 2023
Final Report: June 2023

Okaloosa County Board of County Commissioners
 Mobility Plan & Mobility Fee Development
 January 12th, 2023

The fee for this scope of services is a not-to-exceed amount of \$89,250. The following are the hours and cost allocated for each task in this scope of service:

Task	Description	Hours	Cost
1.3.1	LEGISLATIVE & LEGAL OVERVIEW	20	\$3,500
1.3.2	EXISTING CONDITIONS EVALUATION	25	\$4,375
1.3.3	PROJECTED GROWTH	25	\$4,375
1.3.4	VEHICLE & PERSON MILES OF TRAVEL (PMT) EVALUATION	25	\$4,375
1.3.5	MOBILITY PLAN SUMMARY	75	\$13,125
1.3.6	REVENUE ADJUSTMENTS	25	\$4,375
1.3.7	NEW GROWTH EVALUATION	25	\$4,375
1.3.8	PERSON MILES OF CAPACITY (PMC) RATE	25	\$4,375
1.3.9	ESTABLISH ASSESSMENT AREA(S)	15	\$2,625
1.3.10	PERSON TRAVEL DEMAND (PTD) FOR LAND USES	55	\$9,625
1.3.11	MOBILITY FEE SCHEDULE ALTERNATIVES	20	\$3,500
1.3.12	DEVELOP A MOBILITY FEE SCHEDULE	55	\$9,625
1.3.13	ESTABLISH BENEFIT DISTRICT(S)	15	\$2,625
1.3.14	MOBILITY FEE COMPARISON	30	\$5,250
1.3.15	DEVELOP MOBILITY FEE TECHNICAL REPORT	75	\$13,125
Total		510	\$89,250

Prepared by:



 Jonathan B. Paul, AICP
 NUE Urban Concepts, Principal

Acceptance:

 Jason Autrey, Director of Public Works