

RESOLUTION NO. 2022- 2852

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, APPROVING AND AUTHORIZING THE EXPENDITURE OF FUNDS IN AN AMOUNT NOT TO EXCEED \$50,000 TO ENGAGE MARLIN ENGINEERING, INC. FOR A DOWNTOWN WALKABILITY AND DESIGN STUDY; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Surfside (the “Town”) desires to approve and authorize the expenditure of funds for a Downtown Walkability and Design Study (the “Study”) in order to identify opportunities to provide a more walkable experience for residents and visitors of the Town and improve overall roadway-pedestrian safety; and

WHEREAS, on June 15, 2020, the Town issued Request for Qualifications No. 2020-05 (the “RFQ”) requesting proposals from firms that could provide general planning services (the “Services”); and

WHEREAS, on November 19, 2020, the Town Commission adopted Resolution No. 2020-2738 approving the award of an agreement to Marlin Engineering, Inc. (the “Consultant”) for the Services pursuant to the RFQ (the “Agreement”); and

WHEREAS, the Town Administration is seeking approval and authorization to expend funds in an amount not to exceed \$50,000.00 to engage the Consultant for the Study in accordance with the terms of the Agreement and the Scope of Work attached hereto as Exhibit “A”;; and

WHEREAS, the Town Commission finds that this Resolution is in the best interest and welfare of the residents of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF SURFSIDE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. That each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

Section 2. Approving and Authorizing Expenditure of Funds. The Town Commission approves and authorizes the expenditure of funds in an amount not to exceed \$50,000.00 to engage the Consultant for the Study in accordance with the terms of the Agreement and the Scope of Work attached hereto as Exhibit "A."

Section 3. Implementation. The Town Manager and Town Administration are authorized and directed to take any and all action necessary to accomplish the purposes of this Resolution.

Section 4. Effective Date. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED on this 11th day of January, 2022.

Motion By: Commissioner Kesl

Second By: Commissioner Velasquez

FINAL VOTE ON ADOPTION:

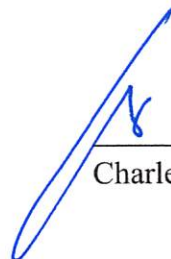
Commissioner Charles Kesl Yes

Commissioner Eliana R. Salzhauer Yes

Commissioner Nelly Velasquez Yes


Vice Mayor Tina Paul Yes

Mayor Charles W. Burkett Yes



Charles W. Burkett, Mayor

Attest:



Sandra McCready, MMC
Town Clerk

Approved as to Form and Legal Sufficiency:



Weiss Serota Helfman Cole & Bierman, P.L.
Town Attorney

Town of Surfside Downtown Walkability and Design Study
Scope and Cost Estimate
Marlin Engineering, Inc.

I. Background

The two blocks of Harding Avenue from 94th Street to 96th Street provide the entrance to the Town of Surfside for those arriving from the west and north. It is also the commercial hub for residents and tourists. The Commercial Area is accessed by autos, pedestrians and bicyclists. The Town is interested in evaluating the feasibility of improving the sidewalks along this section of Harding Avenue to provide a more walkable experience for shoppers, become more sidewalk café oriented, lower vehicle speeds and improve overall roadway-pedestrian safety.

This project will consist of preparing a Sidewalk Walkability Feasibility Study for 2 blocks of Harding Avenue between 94th Street and 96th Street including the municipal lot on the south side of 94th Street. Figure 1, on the following page, illustrates the general Study Area. Parking occupancy counts and inventories of the area will be utilized to establish current parking usage and characteristics along Harding Avenue. The findings of the existing studies will also be included in the written report. Efforts will be initiated to solicit input from resident, tourist and business stakeholders. In addition to the stakeholder outreach, two (2) public presentations for input will be held with the Town's Downtown Vision Advisory Committee (DVAC Committee). Two (2) public presentations will be made to the Town Commission to present the draft and final results of the study.

II. Scope of Work

Task 1 – Kick off Meeting and Project Management

- a) A kick-off meeting will be held with key Town staff to go over the scope and tasks.
- b) There will be ongoing project management and communication with the Town Manager and Town Commission including monthly progress reports.

Task 2 - Data Collection

- a) A Study Area will be established for the Commercial Area generally described as Collins Avenue on the east, 96th Street on the north, 93rd Street on the south and Abbott Avenue on the west.
- b) Prior studies performed for the Town for the Commercial Area and other planning, land use and traffic studies involving the Study Area will be reviewed and assessed.
- c) Florida Department of Transportation (FDOT) preliminary plans for resurfacing Harding Avenue in this area will be the basis for public right of way, lane width, parking space width, sidewalk width pedestrian pavement markings and signal indicators.
- d) Information will be collected and assembled on the Study Area including public right of way, sidewalks, parking spaces, pedestrian crossings, building floor area (vacant and occupied), land use, sidewalk width, building access points, sidewalk landscape areas, public infrastructure and other corridor features.
- e) A 2-hour time-of-day parking occupancy study will be collected on Harding Avenue between 96th and 94th Street in ½ hour increments for two peak-hour periods: one on a weekday including the lunch hours and evening timeframe; and, the second on a weekend including the lunch hours and evening timeframe. The peak hour time frame between Thursday through Sunday will be identified from prior studies and the video camera information of parking and traffic characteristics.

Town of Surfside Downtown Walkability and Design Study
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Figure 1 – Study Area

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- f) Peak hour pedestrian and parking occupancy counts will be collected within the Study Area in order to ascertain the availability of on-street and off-street parking capacity to accommodate the parking demand. The weekday and weekend periods will include the lunch hour and evening timeframes.
- g) Public parking spaces/facilities within the Study Area will be identified by the number of parking spaces, parking costs and walking distance from the parking spaces to the Commercial Area.
- h) Four (4) Video Cameras will be placed in the Study Area to capture vehicle, pedestrian and bicycle activity.

Task 3 – Existing Conditions Analysis

- a) The floor area and land use characteristics of the Commercial Area will be summarized in tabular form. Based on the occupied uses, an estimate of peak hour parking demands will be developed. The parking generation for full occupancy will also be developed.
- b) The findings from the data collection effort in Task 2 will be summarized including the number of parking spaces and occupancy characteristics of the parking spaces. Results of the video cameras will be utilized to identify peak automotive, pedestrian and bicycle characteristics for the peak hour conditions at the selected locations.
- c) A map of the Study Area will be prepared illustrating businesses and establishments, pavement widths, sidewalk and bike lane widths, public parking spaces on Harding Avenue, and the location of public parking spaces/facilities available to meet the parking demand of the businesses and establishments of the Commercial Area.
- d) Parking App information will be reviewed and summarized for the Study Area. The Town will facilitate the coordination assistance with Parking App vendor.
- e) FDOT 3R Safety Study and traffic data will be reviewed and summarized.
- f) Any previous studies of the Study Area which provided parking, pedestrian and vehicle characteristics will be reviewed and summarized. Existing and available studies to be provided by the Town.
- g) The existing sidewalk in the Study Area is painted. This condition requires continued maintenance and re-painting. An evaluation will be performed to identify whether a colored and textured composition or other treatment (such as pavers and or stamped concrete) would be beneficial for long term use.
- h) Existing street and sidewalk lighting in the Commercial Area will be identified along with other existing streetscape hardware (benches, trash cans, signage, etc.).
- i) As appropriate, a group of tables and graphics illustrating the findings from Task 2 will be performed.

Task 4 – Stakeholder Outreach

- a) A questionnaire and interview will be prepared to obtain up to 15 business responses along the corridor for input on their customers' parking and sidewalk pedestrian needs.
- b) Questionnaire and interviews of up to 30 visitors in the corridor will be obtained on visitor traffic, parking and sidewalk experiences.
- c) An online survey will be prepared for the Town to post on their website to gather input from the Town residents and visitors.

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- d) A PowerPoint presentation will be developed for the Town website with the findings of the draft report. Two (2) public meetings will be held with DVAC Committee to share project information, findings and receive feedback on the Study.

Task 5 – Study Findings and Recommendations

- a) A written report will be prepared documenting the findings of this Study. The report will provide an existing conditions analysis (Task 2 and 3) of land uses and floor area, parking conditions and walkability characteristics within the Commercial Area. Tabular and graphic figures will be included. The results of the stakeholder outreach (Task 4) will be described. Major suggestions and findings (Task 5) will be presented.
- b) Marlin will develop three (3) plan alternatives in Task 5 for improving the walkability of the Commercial Area. The first alternative will be based on minimal improvement options. The second alternative will include a series of improvements, such as sidewalk widening to encourage pedestrian walkability and support incentives for developing additional sidewalk cafes. The third option will consider additional improvements beyond those presented in the second alternative. As appropriate, cost estimates and expectations for implementation will be presented.
- c) The draft report will be the basis for an initial public presentation to the Town Commission. Based on the Town Commission direction the draft report will be finalized. The Town will be responsible for printing copies of the draft and final Reports.
- d) Marlin will attend up to two (2) Public Meetings to present the results of the Study when requested by the Town.

III. SCHEDULE

The Draft Report for this Study will be submitted within 5 months of receiving a Notice to Proceed.

IV. BUDGET

The attached staff hour fee proposal contains the budget for the work effort including out of pocket expenses. For the services performed, the Town will pay Marlin the lump sum fee of \$50,000. The hourly billing rates are consistent with the unit rates shown in the Executed Agreement for this contract. This Work Order is a Lump Sum Work Order