



**LAKE WORTH COMMUNITY REDEVELOPMENT AGENCY
TASK ORDER #1 (RFQ 03-13/14):**

**PROFESSIONAL SERVICES FOR DESIGN & ENGINEERING SERVICES OF
THE 5TH AVENUE SOUTH BIKEWAY AND PEDESTRIAN TRAIL**

TASK ORDER #1

This is the first task order issued under RFQ 03-13/14 for professional design services intended for new public infrastructure in the City of Lake Worth, FL. Please review the below information and submit a response to the Lake Worth Community Redevelopment Agency (CRA) no later than **4pm Thursday February 26, 2015**.

The Lake Worth CRA is seeking a proposal (LWCRA RFQ 03-13/14) to plan, survey, design and provide engineering drawings for a proposed ¼ mile bikeway/pedestrian trail which is to be funded by the Florida Department of Transportation (FDOT). The ultimate purpose of this Type 1 Categorically Excluded (CE) project is to provide a transportation alternative to the existing dangerous conditions which pedestrians must endure along 6th Avenue South in Lake Worth. This proposed project will include the addition of a 10' – 12' paved pathway along an existing City-owned abandoned right-of-way. The scope area is 40' wide and extends from "A" Street to "F" Street along the 5th Ave. South right-of-way. The final project will also need to incorporate existing adjacent homes, driveways, cross streets and alleyways. New sidewalk, curbing, drainage, landscape, irrigation, street furniture, paved alleyways, flashing crosswalks and bike lanes are also to be included in the final project.

Design plans should maximize public green space and provide appropriate amenities for users of the pathway, while also exemplifying green building standards that reduce storm water runoff and improve the overall environment and appearance of the neighborhood. Funding for this project is coming from an FDOT Transportation Alternatives Grant (TAP) obtained by the City of Lake Worth in May 2013. Therefore, it is imperative that the chosen firm have previous experience working on FDOT LAP projects.

INTRODUCTION

The Lake Worth Community Redevelopment Agency (CRA) is a special purpose unit of government created by the City of Lake Worth to eliminate slum and blight within the Community Redevelopment Area. The Community Redevelopment area consists of 518 acres of commercial, industrial and residential areas and is generally described as the Dixie Highway corridor including all the properties fronting along Dixie Highway to the FEC railway; the Downtown, which is Lake and Lucerne Avenues and surrounding neighborhood from the Intracoastal Waterway to A Street; the Gateways District, 6th Avenue South and 10th Avenue North from I-95 to Dixie Highway including one block immediately north and south of the roadways; and the Western Residential Neighborhoods, which are in between the Gateways from the FEC railway west to C Street.



The Lake Worth CRA is governed by a seven (7) member Board of Commissioners which is appointed by the City Commission. Their role is to direct CRA activities in accordance with the approved Lake Worth Redevelopment Plan and approve expenditures for projects. Primary revenue is generated for CRA projects through Tax Increment Financing.

The Lake Worth CRA engages in various programs and projects to accomplish its goal to redevelop its commercial and residential areas. Activities include capital improvement projects such as infrastructure, streetscape and parking, economic development, including business grants and assistance programs, and neighborhood programs such as residential rehabilitation loans and other community improvements.

BACKGROUND INFORMATION

For many years, multiple community organizations, the Palm Beach Sheriff's Office, the City and the CRA have desired to develop the City's system of unimproved right-of-ways into attractive greenways. As a matter of fact, the CRA's Redevelopment Plan lists the improvements to alleyways and unimproved right-of-ways as a priority in order to remove blight and create a safer and more effective transportation system. Several street ends in local neighborhoods have not been constructed, confusing traffic circulation patterns and have also created dumping grounds for trash and debris, which visually detract from the neighborhoods. The City and CRA are committed to constructing sidewalks, greenways and bicycle pathways through the area and appropriately designing this infrastructure to separate auto circulation from pedestrians for safety purposes.

In April 2013, The City of Lake Worth and The Lake Worth CRA applied for the maximum dollar grant amount allowed through the Palm Beach County Metropolitan Planning Organization (MPO) and their Bicycle, Greenways, Pedestrian Advisory Committee to use towards a new greenway along the 5th Ave. South right-of-way. Our application and presentation for funding was ranked as the top submission by the Advisory Committee.

The 5th Avenue Right-Of-Way Bikeway and Pedestrian Trail Project has been an idea that the CRA and various community groups have shared for years. The primary purpose of this project is to connect Lake Worth High School to the Royal Poinciana Neighborhood and Tropical Ridge Neighborhoods and provide the local children and residents a much safer option when traversing between their homes and school. Current conditions of this right-of-way consist of overgrown weeds, sugar sand, trash and broken bottles.

The site for the project is not without constraints, but the CRA believes that these constraints can be transformed into opportunities. For example, the furthest western block of the greenway is sloped over a natural coastal ridge. This will require carefully graded pathways to allow for use by those of differing physical needs. Even with this challenge, the elevated feeling at the top of the hill of the bikeway should create an unusual phenomenon of providing an 'overlook' of the bikeway.

Additionally, the five-block span of the bikeway is crossed by both small neighborhood streets and alleys. Since these neighborhood streets have a low traffic count, safety can be ensured through unique crosswalk indicators that will also announce the bikeway presence. The main portals for each of the five long blocks (ten portals in all) will provide for a safe environment as



streets and alleys are approached and provide a welcoming experience for people traversing the winding bikeway.

Most importantly, this new bikeway is being created to provide pedestrians and bicyclists the option of no longer having to travel along the busy and dangerous 6th Ave. South. It is for this reason that this project has the overwhelming support of our elected officials, neighborhood groups and residents living adjacent to the project. It is our desire that the overall design should be creative, efficient and compatible with the community and adjacent homes.

SPECIFIC LOCATION INFORMATION

The project will traverse along 5th Ave South, in Lake Worth, which is an unimproved road right-of-way, from South “A” Street (western terminus) to South “F” Street (eastern terminus), 5 city blocks in length (or just over 1500 feet). In addition, new bike lanes will be striped to connect to this project from Lake Ave to 6th Ave South along “B” and “E” Streets. The improvements for 5th Ave. South will include a 10 ft wide multi-use path, benches, native landscaping, irrigation, decorative crosswalks with flashers and vehicular access for neighboring properties.

There are a total of five (5) “sections” of undeveloped public right of way. Each section is identically forty feet (40’) wide by two hundred and seventy feet (270’) in length. The five areas together include approximately 54,000 sq. ft. or just a little over an acre. The site is gently sloping from west to east and each segment is bisected by a ten foot (10’) alley creating ten (10) smaller parcels of forty feet (40’) by one hundred thirty feet (130’).

The project will take place on an existing unimproved roadway owned by the City of Lake Worth. There is no need for property acquisition. Please note that no work can take place on private property adjacent to the scope area. There are no current plans to develop the site into a roadway. However, portions of the ROW do provide access to adjacent homes, therefore, this project will seek to preserve the access and incorporate new driveway access points which will primarily consist of new asphalt aprons.

A small section of this project entails the incorporation of an existing greenspace which was built by the Lake Worth Rotary Club (Rotary Club Park). Therefore, the hired firm will be responsible for meeting with representatives from the Rotary Club to obtain their ideas and suggestions. This project will enhance the existing conditions of the Rotary Club Park and provide elements and amenities which are currently lacking.

The 5th Ave. South Pedestrian Trail will also require the relocation of utility poles and working around various underground utilities. Therefore, carefully coordination is required between the hired firm and the Lake Worth Utility Departments (Water, Sewer and Electrical Transmission) and Florida Public Utilities (Natural Gas).

The overall design of this project should be creative, accessible to all, efficient and compatible with the community.



SCOPE OF WORK

Tasks to be completed by the design team to include, but not be limited to the following:

Task I – Survey and Engineering Work

- A. Prepare boundary and topographical survey's for the entire scope area.
- B. Locate and identify all underground utilities in the area which will provide drainage for the finished project.
- C. Coordinate with local utility departments to locate existing wires, poles, pipes and easements and alley's.

Task II – Conceptual Design, Plan & Studies

- A. Site visits and meeting with CRA Staff and City Staff to discuss the project and design.
- B. Conduct a simple analysis of bikeway users/local residents and recommend appropriate amenities for those users.
- C. Meet with neighborhood groups and/or representatives to gather important input.
- D. Ability to meet with property owners and residents living adjacent to the project.
- E. Ability to meet with FDOT LAP representatives when necessary.
- F. Ability to meet with representatives from the City Commissioners Office and City Manager's office when necessary.
- G. Meet with representatives of Rotary Club of Lake Worth to coordinate design of the new bikeway into the existing Rotary Club Park.
- H. Meet with CRA Staff and City of Lake Worth Public Works Staff to gather important input.
- I. Meet with City of Lake Worth Utility Departments and Florida Public Utilities to gather important input.
- J. Prepare conceptual site plan(s) including recommended park amenities, landscape and driveway configuration and materials including any alternatives to be considered in the design.
- K. Present conceptual site plan and alternatives to the CRA Board for input and approval before proceeding with Task III.



- L. Minimum 30% design & engineering drawings at this point or no later than August 2015.
- M. Minimum 90% design & engineering drawings by end of October 2015.
- N. Prepare a preliminary cost estimate and cost comparison.
- O. All studies, plans, surveys and materials are to become property of the Lake Worth CRA.

Task III – Final Design Services

- A. Prepare all required site plan and construction drawings based on approved conceptual plan including but not limited to: site plan, landscape, irrigation, lighting, street plans, paving and drainage and signage (if applicable). Plans shall include quantities and construction details and be suitable for bid.
- B. Present final plans to the CRA Board and City Commission for input and approval.
- C. Minimum attendance and presentations at public meetings: 2 CRA meeting's, 1 City Commission Meeting, 1 Neighborhood Association Meeting.
- D. Prepare final construction cost estimate based on approved designs.

Task IV – Post Design Approval

- A. Do to the fact that several private residences are identified to be potentially impacted by this project due to their historical significance, preparation of a FDOT/FHWA approved Cultural Resources Assessment Survey (CRAS) is required from the design firm.
- B. Do to the fact that the existing Rotary Club park located on F Street will be significantly impacted by this project, the firm will also be responsible for coordination with FHWA for Section 4(f) compliance: *The U. S. Department of Transportation Act (DOT Act) of 1966, included a special provision which (Section 4(f)) stipulated that the FHWA and other DOT Agencies (including FTA and FRA) cannot approve the use of land from publicly owned parks, recreational areas, wildlife and waterfowl refuges, or public and private historical sites unless the following conditions apply: (1) there is no feasible and prudent alternative, and (2) the action includes all possible planning to minimize harm. This policy does not prohibit the taking of public lands, but it must be demonstrated that there is no feasible alternative. The Section 4(f) website contains useful information on federal requirements and documentation required concerning this topic.*
- C. Preparation and submittal of all FDOT required Categorical Excluded Documentation to FDOT for approval.
- D. All studies and materials are to become property of the Lake Worth CRA.



SUBMITTAL REQUIREMENTS

Your response should be clear and concise and demonstrate the firm's ability to undertake the scope of work described. The response must include the following:

- A.** Cover letter summarizing key points of the Task Order
- B.** Contact information including name, address, phone, fax and e-mail address for lead firm, including the specific location of the office primarily responsible for the work under this RFP.
- C.** Number of years in business and number of years experience the firm has in providing the scope of work similar to this task.
- D.** Provide a summary of a minimum of three (3) projects the firm has completed with a similar scope or that demonstrate a clear understanding of sustainable development practices, park design and adhering to FDOT/LAP requirements. Include for the purposes of a reference, the clients name, contact person, contact information, size and complexity of the project, construction costs and design fees.
- E.** Provide a narrative and a simple conceptual drawing of concepts that could be employed in the development of the pedestrian trail project in order to illustrate a clear understanding of urban park development, non-motorized facilities and this specific project.
- F.** A brief overview of the firm's methodology for completing the scope of work.
- G.** **Provide a complete fee schedule for services rendered by task as identified in the firm's methodology or scope of work.**
- H.** Provide a **schedule** for completion of scope of work.

The CRA will use the existing qualifications on file along with the response to this Task Order to negotiate a contract with the consultant for this task.

Any inquiries related to this Task Order should be submitted in writing to Chris Dabros, Project Manager at the Lake Worth Community Redevelopment Agency no later than **February 20, 2015**. Inquiries and submittals shall be directed to the following address:

Lake Worth Community Redevelopment Agency
29 South J Street
Lake Worth, FL 33460
or
cdabros@lakeworth.org