

RESOLUTION 20-125

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING AN AGREEMENT WITH FLORIDA TRANSPORTATION ENGINEERS FOR THE DEVELOPMENT OF AN ACCESS MANAGEMENT PLAN IN THE BASIC AMOUNT OF \$22,500.

BE IT RESOLVED by the City Council of the City of Panama City Beach that the appropriate officers of the City are authorized to accept and deliver on behalf of the City that certain Agreement between the City and Florida Transportation Engineers, relating to the development of an Access Management Plan, in the basic amount of Twenty Two Thousand, Five Hundred Dollars (\$22,500), in substantially the form attached and presented to the Council today, draft dated May 29, 2020, with such changes, insertions or omissions as may be approved by the City Manager and whose execution shall be conclusive evidence of such approval.

THIS RESOLUTION shall be effective immediately upon passage.

PASSED in regular session this 11th day of June, 2020.

CITY OF PANAMA CITY BEACH

By: 
Mark Sheldon, Mayor

ATTEST:


Jo Smith, Interim City Clerk



May 29, 2020

CORPORATE OFFICE
Punta Gorda, FL

FLORIDA OFFICES
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Punta Gorda
Tallahassee
Tampa

GEORGIA OFFICE
Atlanta

KANSAS OFFICE
Kansas City

MISSOURI OFFICE
N. Kansas City

The City of Panama City Beach
Attn: Kelly Jenkins, PE
17007 Panama City Beach Parkway
Panama City Beach, Florida

RE: Local Access Management Plan
Scope of Services

Florida Transportation Engineers (FTE) is proposing the following Scope of Services for developing an Access Management Plan for local roadways within the jurisdiction of the City of Panama City Beach. The intent of the Access Management Plan will be to protect the public health, safety and welfare of the traveling public while promoting operational efficiency on designated roadway within the City through the establishment of the policies for prudent access management.

The Goals of the Access Management Plan will be to:

1. Promote development and redevelopment activities by providing a consistent practice for providing access while reducing variables in the development process.
2. Improve public safety by reducing the number of conflict points within the roadway network thus minimizing potential collisions.
3. Optimize the operational efficiency of the roadway network by increasing mobility and decreasing vehicular delay.

To accomplish the stated Intent and Goals, FTE will develop a comprehensive Access Management Plan to be approved by the City Council and incorporated into the City's Land Development Code and/or the future Engineering Technical Manual. Individual Tasks to develop the Access Management Plan are as follows:

Task 1: Review the current Comprehensive Plan and Land Development Code to identify existing access criteria for consistency with established principles and guidelines of modern Access Management strategies.

Task 2: Define roadway classifications which may include, but not limited to:

1. Local Residential
2. Residential Collector
3. Neighborhood Commercial
4. Commercial Collector
5. Mixed Use
6. Arterial

Task 3: Establish access criteria for the aforementioned roadway classifications.

The subject criteria may include, but not limited to:

1. Spacing and sight distance requirements for driveways / connections.
2. Corner clearance from established roadway intersections.
3. Median cut spacing: directionalized and full access.
4. Turn lane requirements.
5. Traffic signal spacing.

Task 4: Define and codify Reasonable Access.

Task 5: Review the City's adopted variance process in the Land Development Code and recommend any changes needed when access management variances are considered.

Completion of the aforementioned tasks will be accomplished by utilizing the procedures and guidelines outlined in the following publications:

- Florida Administrative Code (F.A.C.) Rule Chapter 14-96 and 14-97
- NCHRP Synthesis 549: Incorporating Roadway Access Management into Local Ordinances 2020
- CUTR Model Access Management Policies and Regulations for Florida Cities and Counties, 2nd Edition 2017
- FDOT Access Management Guidebook 2019

Upon completion of the Access Management Plan, FTE shall submit three (3) signed and sealed reports to the City of Panama City Beach with an electronic PDF file. The Lump Sum Fee for developing the subject Access Management Plan, responding to comments by City Staff, and presenting to the City of Panama City Beach Council will be \$22,500 Please note that the proposed fee is not contingent upon approval of the Access Management Plan by the City Council.

This fee proposal only includes one meeting to present the completed draft plan to City Council. This does not include any participation in meetings or negotiations, etc., which may take place after submission of the Access Management Plan to the City Council for approval. If the City wishes to have FTE attend additional meetings or participate in additional public hearings, this can be addressed on an hourly basis of \$175 per hour for professional engineer.

Signed acceptance of this Scope of Work authorizes FTE to start work on this project. Please return one copy with an original signature to me for my records.

Should you have any questions concerning this estimate, please feel free to contact me at (850) 326-9086. I look forward to working with you on this project.

Sincerely,



Phillip Kurth, P.E. PTOE
Vice President - Operations

This is to certify that the **City of Panama City Beach** has accepted the scope of work and cost described herein.

Authorized Signature _____ Date _____

Name (Print) _____ Title _____