

RESOLUTION 23-155

A RESOLUTION TO APPROVE A CONTRACT WITH STV, INC. FOR CONSULTANT SERVICES FOR NEPA AND PRELIMINARY DESIGN FOR PORT ROYAL ROAD WIDENING

WHEREAS, the City of Spring Hill contracted with STV, Inc by Resolution 23-53 to provide professional services for NEPA and Preliminary Design for identified areas of improvements within City limits, services which the City cannot provide itself; and

WHEREAS, per staff's request, STV, Inc. has submitted a task order contract for Professional Consultant Services for NEPA and 30% design for widening of Port Royal Road from Saturn Parkway to Kedron Road, attached hereto as Exhibit A; and

WHEREAS, the cost of the contract is \$688,500.00 and will be funded from FY 2024 budgeted funds in the Capital Projects Fund; and

WHEREAS, City staff recommends approval of the task order contract with STV, Inc. for Professional Consultant Services for NEPA and 30% design for widening of Port Royal Road from Saturn Parkway to Kedron Road in the amount of \$688,500.00.

NOW, THEREFORE BE IT RESOLVED, the City of Spring Hill Board of Mayor and Aldermen:

1. Approve a task order contract with STV, Inc. for an amount of \$688,500.00 for Professional Consultant Services for NEPA and 30% design for widening of Port Royal Road from Saturn Parkway to Kedron Road, attached hereto.
2. Authorize the Mayor to sign the contract.

Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 7th day of August, 2023.


Jim Hagaman, Mayor

ATTEST:


April Goad, City Recorder

LEGAL FORM APPROVED:


Patrick Carter, City Attorney

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PROJECT OVERVIEW

Project Description and Location

Provide professional engineering and planning services for the preparation of the preliminary engineering (PE) plans and National Environmental Policy Act (NEPA) document for widening Port Royal Road from the Saturn Parkway eastbound off ramp to just south of the Kedron Road intersection (approx. 2.4 miles). The project is anticipated to include widening to a 5-lane curb and gutter roadway with sidewalks and/or a multi-use path.

STV Team

- **STV:** Prime agreement holder and NEPA lead
- **The Corradino Group:** Traffic and Roadway Design Lead
- **Wiser Consultants:** Survey
- **New South Associates:** Archeology and Historic Resources
- **Bowlby & Associates:** Noise and Air
- **Civil & Environmental Consultants, Inc.:** Ecology

Future Scope (Approved via contract amendment)

Upon City of Spring Hill request and approval via contract amendment, the STV Team) will move forward with developing right-of-way and final design/construction design plans, permit support, right-of-way acquisition services, and construction inspection services.

SCOPE OF SERVICES

The following outlines the proposed scope of services for the above-described project.

Task 1 - Project Management

This task consists of general project management, administrative, and accounting activities for the project. Coordination activities will consist of preparing and distributing project correspondence, scheduling of meetings, and discussion of project elements with internal consultant team members and the City of Spring Hill (City). This task also includes the day-to-day management of the STV Team, resource planning, client coordination, and maintaining an understanding of all tasks and how they are progressing.

In addition to the above, STV will provide local programs guidance to the City for purposes of the City entering into a local programs contract with the Tennessee Department of Transportation.

Schedule

The team will develop a detailed project schedule that outlines the proposed work. For purposes of this scope, it is assumed that it will take 14 months to complete. This assumes the City has entered into a Tennessee Department of Transportation (TDOT) Local Programs agreement in time for the team to conduct early coordination tasks with TDOT for the NEPA document. This agreement with TDOT will need



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to be in place within one month of the City issuing the STV Team notice to proceed on this scope of services. Initial block schedule is attached at the end of this document.

Task 1 Deliverables:

- Meeting agendas and minutes
- Monthly invoices and progress reporting
- Monthly management meeting (STV Team and City)
- Project schedule

Task 2 – Survey

STV subconsultant, Wisser Consultants, will perform a full engineering design survey for the project. This will include a digital terrain modeling (DTM) width of 300 feet (') centered on the centerline of Port Royal Road.

Additional survey and alignments will be included for Kedron Road (East and West). The alignment lengths will be 300' each and the DTM will be 200' wide and centered on the centerline of Kedron Road. Additional survey and alignments will also be included for Rice Rd., Winding Creek Dr., Deer Park Dr., Brandon Woods Dr., Tom Lunn Rd (south), E. Coker Way, W. Coker Way, Deepwood Way, Longhunter Chase Dr., Derryberry Ln., Tom Lunn Rd. (north), and Jim Warren Rd. The alignment lengths will be 200' each and the DTM will be 100' in width centered on the centerline of each road. Also included will be stream alignments for Rutherford Creek and Crooked Creek. The alignment lengths will be a minimum of 4 times the average top of bank width and the DTM will be from top of bank to top of bank. No additional side road or stream alignments will be included.

Wisser will use a combination of traditional ground survey methods along with mobile and aerial lidar to collect topographic and roadway features. Wisser will provide field survey services to collect above ground utilities and storm and sanitary inverts. Underground utilities will be limited to 811 markings and records provided to Wisser by individual utility owners. No quality level "A" or quality level "B" subsurface utility engineering will be included. All right-of-way and easements outside of the identified property tracts will be excluded. Included with the stream alignments will be upstream and downstream cross sections and bridge or culvert sketches at the upstream face only. Wisser will locate environmental features identified by an environmental report that will be provided to Wisser by STV. Drainage areas will be excluded.

Task 2 Deliverables:

- Survey files for design

Task 3 – Public and Stakeholder Outreach

The intent of the public and stakeholder outreach process is to foster an open dialogue regarding the development of the project. To accomplish this, STV proposes have public outreach opportunities and coordination meetings with the BOMA and TAC as well as the public at key milestones of the project.



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BOMA/TAC Coordination

STV will attend up to two Transportation Advisory Committee (TAC) meetings and two Board of Mayor and Alderman (BOMA) meetings to discuss project progress and answer any questions from the two stakeholder groups.

Public Outreach

STV will coordinate with the City to conduct two public outreach meetings as follows:

- 1) Meeting 1 will consist of a presentation by the STV Team to discuss existing conditions and purpose of the project. This meeting will include a discussion of the proposed typical section for the corridor as well as high level concepts for intersection improvements at Kedron Road. This meeting will also include opportunities for the public to ask the team questions at small group sessions and provide feedback on the information presented and any concerns they may have.
- 2) Meeting 2 will consist of a presentation of the final recommended alignment, typical section(s), and intersection treatments for the corridor. This meeting will also include opportunities for the public to ask the team questions at small group sessions and provide feedback on the information presented and any concerns they may have.

Task 3 Deliverables:

- Meeting agendas
- Meeting notes
- PowerPoint Presentations
- Visualizations to demonstrate proposed concepts

Task 4 – Traffic Data Collection

STV subconsultant, Corradino, will collect the following data:

- Signal timing data and any previous traffic operations information or studies from the City. This information will be used to evaluate anticipated traffic signal operations of the intersections and evaluate design alternatives.
- Traffic volume data, turning movement counts and/or average daily traffic counts, for up to five (5) intersections and segments along the corridor. Currently, traffic volume data included in various traffic impact studies will be used for several of the intersections. It is assumed the City will provide bi-direction average daily traffic counts at the same locations to be evaluated.
- Previous studies completed for the corridor.
- Crash history from Spring Hill Police Department for the corridor.
- Available GIS data from the City, County, and/or TDOT.
- Conduct a site visit to observe existing traffic conditions during the peak periods and gather pertinent intersection information, such as lane configuration, signal operations, geometric information, etc.

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Task 4 Deliverables:

- Traffic data for use in traffic engineering/analysis task

Task 5 – Traffic Engineering/Analysis

STV subconsultant, Corradino, will complete the following traffic tasks to inform the design on traffic needs as well as the NEPA document:

- Develop projected traffic volumes for future year operational analysis.
- Conduct operational analysis, utilizing Synchro software, for existing conditions and future year traffic conditions for the corridor. The analysis will evaluate up to five (5) signalized intersections along the project corridor.
- Evaluate intersection improvements such as additional turn lanes; modifying lane designations; traffic control, and pedestrian improvements.
- Review alternative for geometric and right-of-way impacts.
- Review the collected crash data and identify any crash trends and potential contributing factors.

Task 5 Deliverables:

- Traffic memo and associated data to be included as needed in the NEPA document

Task 6 – Preliminary Engineering

STV subconsultant, Corradino, will develop the preliminary engineering plan documents for the project per TDOT and City of Spring Hill design guidelines, specifications, and standard drawings. Design assumes widening Port Royal from the existing two-lane roadway to an improved five-lane curb and gutter typical section and will be based on survey obtained by Wisner as part of this scope of services.

The major activities of this task include:

- Preparation and development of plan sheets consisting of, Title Sheet, Typical Sections, Right-of-way sheets, Acquisition Table, Present-Proposed-Profile sheets, Sideroad profiles and geometric layout, Drainage Map, Culvert Cross-sections, Roadway Cross-sections, preliminary Traffic Control Plan.
- Preliminary drainage design for the purpose of sizing and locating drainage structures and identifying respective outfalls. Detailed hydraulic analysis for major structures or crossings will not be performed at this time. A basic sizing will be completed for preliminary purposes.
- Identify proposed right-of-way and determine right-of-way impacts/areas to existing properties. Easements for construction, drainage, and utilities will be estimated for the purposes of preliminary engineering.
- Layout of proposed sidewalks/multi-use paths and handicap ramps to address pedestrian/bike access needs.
- Assumes work along sideroads other than that for sidewalks/bike lanes shall not extend greater than 300'.

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- Electronic copies of plans will be submitted accordingly to TDOT and the City of Spring Hill.
- A preliminary engineering construction cost estimate will be prepared based on the final accepted plans. The cost estimate will be based on the TDOT STID cost estimate tool along with recent construction material cost estimates from various sources.

Task 6 Deliverables:

- Design criteria
- Preliminary design plans
- Cost estimate

Task 7 - NEPA Technical Studies and Document

STV and its subconsultants, New South Associates (archeology and historic resources), Bowlby & Associates (noise and air), and Civil & Environmental Consultants, Inc. (ecology), will complete the required technical resource studies and the draft and final NEPA document. It is assumed that the required document will be a D-List Categorical Exclusion. The following studies and tasks are required for the NEPA document and will be completed as part of this scope of services unless otherwise noted:

- Prepare early coordination packet for TDOT to determine any additional technical studies requirements beyond archeology and historic resources, noise and air, and ecology. None are expected at this time; however, this will be determined once early coordination is completed.
- Prepare appropriate study area map using readily available GIS data.
- Prepare all documentation related to project funding, project overview and description, project termini, and existing conditions (including traffic data described earlier)
- Develop draft Need and Purpose Statement for inclusion in the draft environmental document.
- Describe the range of alternatives considered for the corridor and identify the selected alternative.
- Incorporate summary of public outreach documentation in the draft environmental document.
- Identify right-of-way acquisition and easement requirements.
- Identify any residential, business, or non-profit displacements and relocations.
- Describe any changes in access control.
- Environmental Studies
 - Water Resources – identify wetlands or natural habitats that may be impacted.
 - Protected Species – coordinate with United States Fish and Wildlife Services, Tennessee Wildlife Resources Agency, Tennessee Department of Environment & Conservation, and conduct field review study. It is assumed that bat surveys will not be required.
 - Floodplain Management – identify the applicable Flood Emergency Management Agency Flood Zone(s).
 - Air Quality – conduct the appropriate air quality study to address transportation conformity and Mobile Source Air Toxics (MSATs).
 - Noise Analysis – Determine which level of analysis is required (Type I or Type III project) and complete the required field study and analysis.

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- Farmland – Determine if farmland is being taken for the project and converted to a transportation use. This will determine if it is subject to the Farmland Protection Policy Act.
- Cultural Resources – an archeology and historic resources study will be conducted. Results will be coordinated as necessary with the Tennessee State Historic Preservation Office (SHPO) and native American tribes.
- Section 4(f) – it is assumed that a detailed section 4(f) study/analysis will not be required.
- Section 6(f) – it is assumed that a detailed section 6(f) study/analysis will not be required.
- Environmental Justice – U.S. Census data will be analyzed for any disproportionately high or adverse effects on low-income or minority populations.
- Hazardous Materials – it is assumed that a hazardous materials study will not be required.
- Environmental Commitments – If environmental commitments are to be made, they will be documented in the “Green Sheet” at the beginning of the NEPA document.
- All study and analysis documentation will be compiled in the draft D-List Categorical Exclusion document and submitted to TDOT for review. Upon receipt of comments, a comment disposition form will be completed, and the revised document will be submitted to TDOT along with the comment disposition form.

Task 7 Deliverables:

- Draft and final D-List Categorical Exclusion NEPA document and associated technical reports

Task 8 – Geotechnical Exploration/Engineering

Not included in initial scope of work.

Task 9 - ROW Plans

Not included in initial scope of work.

Task 10 - Permit Support

Not included in initial scope of work.

Task 11 - Construction Plans

Not included in initial scope of work.

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Project Schedule

Port Royal Road Preliminary Engineering and NEPA

TASK	MONTH													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
1 - Project Management														
2 - Survey														
3 - Public/Stakeholder Outreach														
4 - Traffic Data Collection														
5 - Traffic Engineering/Analysis														
6 - Preliminary Engineering														
7 - NEPA Tech Studies and Document														

Project Fee

STV will provide the services described in this scope of services for a lump sum fee of \$688,500. A breakdown of the fee follows.

Task 1 – Project Management	\$52,800
Task 2 – Survey	\$190,000
Task 3 – Public/Stakeholder Outreach	\$20,000
Task 4 – Traffic Data Collection	\$3,600
Task 5 – Traffic Engineering/Analysis	\$20,000
Task 6 – Preliminary Engineering	\$127,100
Task 7 – NEPA Technical Studies and Document	\$275,000
TOTAL	\$688,500

Approval

City of Spring Hill



 Jim Hagaman
 Mayor

STV Engineers, Inc.



 Brad Thompson
 Vice President

