

Lake-Sumter MPO: 2045 Long Range Transportation Plan – Scope of Services (For Discussion Purposes)

1. Project Management / Administration

- 1.1. Project Schedule
- 1.2. Progress Reports and Invoicing
- 1.3. Coordination and Monthly Meetings
- 1.4. LRTP Checklist (reflecting elements of scope and how they meet federal/state requirements)

Deliverables: Detailed Project Schedule and Milestones; Monthly Invoices and Progress Reports; Monthly Coordination Meetings and Summaries; and LRTP Checklist.

2. Public Education and Outreach

- 2.1. Public Participation Plan for 2045 LRTP
- 2.2. LRTP Overview Brochure/Flyer
- 2.3. General Outreach
 - 2.3.1. Meetings with Community Groups (10 meetings with civic and neighborhood groups)
 - 2.3.2. Meetings with Local Government Partners (up to 10 meetings)
 - 2.3.3. Milestone Presentations to MPO Board and Committees (20 individual presentations)
- 2.4. Public Opinion Survey (up to 25 questions)
- 2.5. Social Media (up to 10 infographic/figures for digital upload)
- 2.6. Evaluation of Public Participation Plan
- 2.7. Documentation (Technical Report to summarize outreach activities and feedback)

Deliverables: Public Participation Plan; LRTP Overview Brochure/Flyer (200 prints); Community Group Meetings; Local Government Meetings; Milestone Presentations; Public Opinion Survey; Graphics for Social Media; PPP Evaluation; and Public Engagement Technical Report.

3. Data Development

- 3.1. Socioeconomic Data (TAZ data for CFRPM: Population, Household, Employment, Hotel/Motel, School Enrollment)
- 3.2. Multimodal / Intermodal Data Inventory
 - 3.2.1. Pedestrian, Bicycle and Greenway Data
 - 3.2.2. Freight Transportation Network Data
 - 3.2.3. Transit Data
 - 3.2.4. Aviation Data
 - 3.2.5. Systems Management and Operations Data
- 3.3. Electronic Data Inventory (GIS database of all LRTP data)
- 3.4. Documentation (Technical Report to summarize data development process)

Deliverables: 2045 Socioeconomic Datasets; Electronic Data Inventory; and Data Development Technical Report.

4. Goals, Objectives, and Performance Measures

- 4.1. Goals, Objectives, and Measures Review
- 4.2. Project Prioritization Process and Evaluation Criteria
- 4.3. Documentation (Technical reports summarizing goals, objectives, and measures; and project prioritization process and evaluation criteria)

Deliverables: Goals, Objectives, and Measures Technical Report; and Project Prioritization Process Technical Report.

5. Financial Resources

- 5.1. Identify of Transportation Funding Sources/Revenues
- 5.2. Transportation Revenue Forecast
- 5.3. Local Government Coordination (up to 4 meetings)
- 5.4. Documentation (Technical Report summarizing available and potential funding sources)

Deliverables: Local Government Coordination; and Financial Resources Technical Report.

6. Scenario Planning

- 6.1. Land Use Alternatives
- 6.2. Transit Alternatives
- 6.3. Technology Alternatives
- 6.4. Documentation (Technical Report summarizing scenario planning activities)

Deliverables: Scenario Planning Technical Report (via PDF).

7. Model Support

- 7.1. Model Review and Analysis (coordination with FDOT and review of modal validation)
- 7.2. Existing + Committed Network Review (preparation of existing + committed network and coding of model network)
- 7.3. Model Coding of Cost Feasible Network (2025, 2035, and 2045)
- 7.4. Documentation (Technical Report summarizing model support and E+C findings)

Deliverables: Model coordination with FDOT; preparation of existing + committed network; model coding of cost feasible networks; model support technical report.

8. Needs Assessment

- 8.1. Identify of Deficiencies in Existing + Committed Network
- 8.2. Evaluate Multimodal Deficiencies and Solutions
 - 8.2.1. New Transit Routes / Service Improvements
 - 8.2.2. ITS Strategies and Applications
 - 8.2.3. Gaps in Bicycle and Pedestrian Networks
 - 8.2.4. Freight-related Improvements
 - 8.2.5. Intermodal Linkages and Access Needs
 - 8.2.6. Transportation Disadvantaged Services
 - 8.2.7. Operational and Arterial Intersection Improvements
- 8.3. Transit and Highway Needs Assessment
 - 8.3.1. Incorporation of FDOT and Local Government Needs (SIS, Future Corridors, etc.)
 - 8.3.2. Alternative approaches to address capacity shortfalls (3 unique plans)
- 8.4. Transportation System Management and Operations Applications (recommend TSM&O strategies where appropriate and beneficial; and capital and maintenance resources)
- 8.5. Freight and Goods Movement Needs
- 8.6. Pedestrian, Bicycle and Greenways Needs
- 8.7. Prioritization Process (apply evaluation/prioritization criteria developed in Task 4)
- 8.8. Documentation (Technical report summarizing needs assessment process, identified projects/costs)

Deliverables: Needs Assessment Technical Report.

9. Rural Transportation Planning

- 9.1. Identification of Rural Context and Activity Centers
- 9.2. Rural Area Needs Identification and Project Evaluation
- 9.3. Rural Area Funding Plan

Deliverables: Rural Area Transportation Planning Technical Report.

10. Efficient Transportation Decision Making

- 10.1. Purpose and Need
- 10.2. Planning Screen
- 10.3. Environmental Mitigation Strategies
- 10.4. Documentation (ETDM Technical Report)

Deliverables: ETDM Technical Report.

11. Cost Feasible Plan

- 11.1. Integrate Public Comments
- 11.2. Cost Feasible Plan Development
- 11.3. Comparative Analysis (needs plan vs. cost feasible plan: LOS impacts)
- 11.4. Livability Planning and Congestion Management (Congestion Management Plan / CMP)
- 11.5. Consistency with Local Plans (resolutions of support from local governments)
- 11.6. Prepare Interim Year Plans
- 11.7. Documentation (Cost Feasible Plan Technical Report)

Deliverables: Cost Feasible Plan Technical Report (via PDF).

12. Environmental Justice (EJ)

- 12.1. Identify traditionally underrepresented areas/populations
- 12.2. EJ Analysis (demonstrate proposed CF plan will not have a disproportionate impact on low income or minority populations / responding to concerns during public outreach process)
- 12.3. Documentation (Environmental Justice Technical Report)

Deliverables: Environmental Justice Technical Report (via PDF).

13. 2045 LRTP Adoption

- 13.1. Public Hearing for Adoption
- 13.2. Presentations to MPO Board and Committees for Adoption
- 13.3. Prepare LRTP Final Report
- 13.4. Prepare LRTP Executive Summary

Deliverables: Presentation materials for public hearing, presentations to MPO Board and Committees, LRTP Final Report, LRTP Executive Summary.