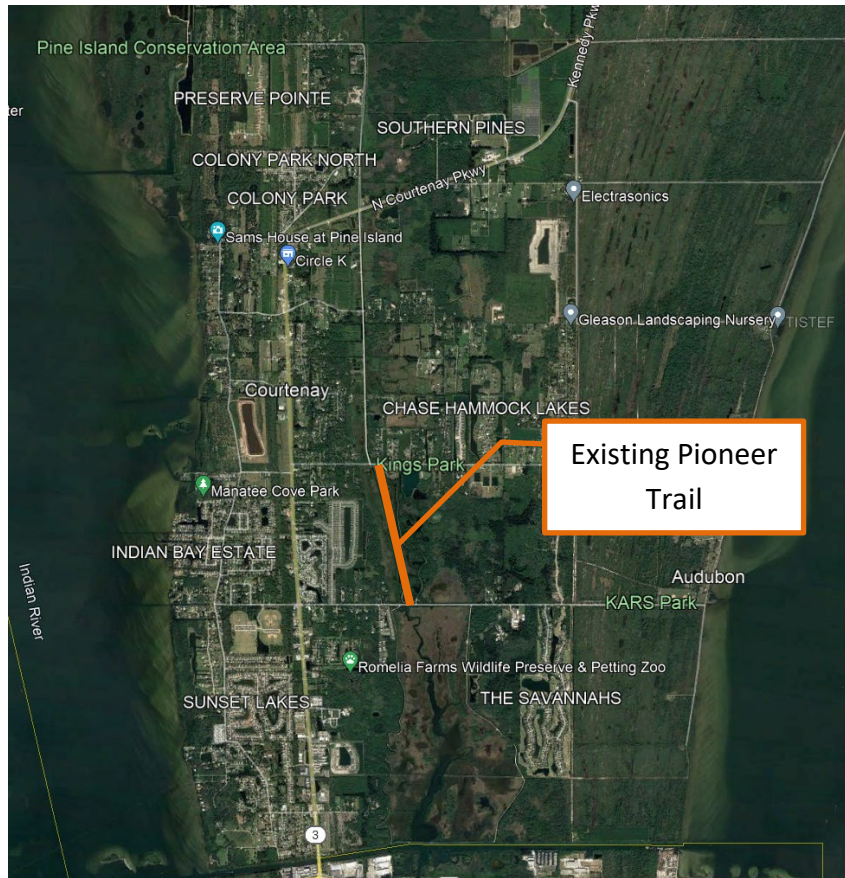


**Space Coast Transportation Planning Organization
North Merritt Island Pioneer Trail Feasibility Study
Work Order 24-10K
Scope of Services
1/8/2024**

A. INTRODUCTION

The Space Coast Transportation Planning Organization (SCTPO), in conjunction with Brevard County Parks & Recreation, will review potential trail alignments on North Merritt Island and discern feasible route(s) for the North Merritt Island Pioneer Trail. The North Merritt Island Pioneer Trail is identified on the SCTPO Showcase Trail Network and is considered an essential spur for the East Coast Greenway. The study area spans North Merritt Island from SR 528 in the south to Pine Island Conservation Area in the north, and the Indian River in the west to the Banana River in the east. Under this Work Order, Kittelson & Associates, Inc. (KAI) and Inwood Consulting Engineers, Inc. (Inwood) (together will be referenced as the Consultant Team) will work with the SCTPO and Brevard County Parks & Recreation to assess feasibility of a multi-use trail connecting SR 528 to the Pine Island Conservation Area, while also connecting to the existing Pioneer Trail located in Kings Park.



B. SCOPE TASKS

The Consultant Team will assist the SCTPO with the following tasks as part of the Study:

- Task 1 Data Collection
- Task 2 Existing Conditions Analysis
- Task 3 Alternatives Analysis
- Task 4 Final Report
- Task 5 Public & Stakeholder
- Task 6 Internal Project Meetings
- Task 7 Project Administration

TASK 1 DATA COLLECTION

1.1 Traffic Data Collection

KAI will coordinate with the SCTPO to collect the following traffic data:

- Most current segment volumes available from the 2022 State of the System (SOS) Report;
- Additional daily traffic data for roadways not included in the SOS;
- Turning movement counts (TMCs) at intersections; and
- Non-motorized counts at appropriate locations.

This data will be analyzed in **Task 3.2** to help determine potential alignment alternatives.

1.2 Right-of-Way Data Collection

KAI will obtain GIS parcel data from the Brevard County Property Appraiser. This data will be analyzed in **Task 3.2** to help determine potential alignment alternatives.

1.3 General Data Collection

KAI will collect the following data to support **Task 2** and **Task 3.2**:

- Signal timing/phasing information for intersections within the study area.
- Planned and programmed roadway projects in the study area.
- Recently completed projects in the study area.
- Existing and future land use, including plans for new developments in the study area.
- Community attractions (parks, government facilities, shopping, etc.).
- Census data from US Census Bureau and other demographic data sources.

1.4 Utility Verification

Inwood will pull a Sunshine One Call Ticket to confirm the utilities within the limits of the study area and review any other readily available utility related public information. Inwood will contact the utilities within the study area to obtain information for their existing and planned future facilities. This information will be utilized during **Task 3.6**.

1.5 Drainage Data Collection

Inwood will gather floodplain data from FEMA Flood Insurance Rate maps, and other drainage related data needed to obtain permits from relevant sources including local government, local agencies, and regulatory agencies. This information will be utilized during **Task 3.7**.

1.6 Basemap Preparation

KAI will prepare basemaps of the study area to display the existing conditions information and show results from the various analyses performed as part of **Task 3**.

Deliverables

- *The efforts in **Task 1** will be documented in the Final Report discussed in **Task 4**.*

TASK 2 EXISTING CONDITIONS ANALYSIS

2.1 Historical Safety Review

KAI will obtain crash records from the University of Florida's Signal Four (S4) crash database for the study area for the most recent five years of crash data (January 1, 2018 – December 31, 2022). Supplemental crash data from January 1, 2023 to December 31, 2023 will also be collected to verify crash trends and patterns. The crash data will be post-processed following the guidelines established as part of FDOT's Crash Data Guidance (April 2023). Crash trends and hot spot locations will be identified with focus on pedestrian/bicycle crashes and fatal/serious injury crashes to provide insights for potential alignment alternatives and crossing locations as part of **Task 3.2**. The 2022 State of the System (SOS) Report and February 2024 Vision Zero Action Plan will be referenced for high crash segments/intersections within the study area as well. The crash review will include the creation of crash maps and summary tables/charts.

2.2 Resiliency Review

KAI will perform a resiliency review of the study area including a review of Shocks and Stressor Impact Areas and the SCTPO Transportation Resiliency Masterplan (2022), as described in further detail below:

- Shocks and Stressors Impact Areas
 - FEMA 100 Year Flood Plain;
 - Very High Risk to Fire;
 - Smoke Buffer around Very High Risk to Fire;
 - NOAA Sea Level Rise 2100 High Curve;
 - NOAA SLOSH Maximum of Maximums Storm Surge for Category 3 Hurricane; and
 - Shoreline Erosion.
- SCTPO Transportation Resiliency Master Plan –
 - Vulnerable Segments: Segmented network intersected with the shocks and stressors impact areas; and

- Resiliency Master Plan Corridors: Corridors with defined scoring criteria for vulnerability and criticality, and criteria for assessing population vulnerability.

2.3 Demographics Review

KAI will utilize census data collected as part of **Task 1.3** to perform a demographic review of census tracts within the study area. KAI will also review and summarize equity data from the enhanced Vision Zero equity analysis, previously completed by the SCTPO.

Deliverables

- *The efforts in **Task 2** will be documented in the Final Report discussed in **Task 4**.*

TASK 3 ALTERNATIVES ANALYSIS

3.1 Purpose and Need

The Consultant Team will develop the Purpose and Need statement for the Study based on the data collected in **Task 1** and the results from **Task 2**. The Purpose and Need statement will assist with the Efficient Transportation Decision Making (ETDM) Planning Screen tasks outlined in **Task 3.10**.

3.2 Determination of Potential Alignments

Utilizing the data collected in **Task 1** and the results from **Task 2**, the Consultant Team will determine up to 5 different alignment alternatives within the study area to create a connection from SR 528 in the south to the Pine Island Conservation Area in the north.

As part of this task, the segment traffic volume data collected in **Task 1.1** will be reviewed to help determine potential off-road or roadside alignments. The intersection traffic count data will also be reviewed to determine level of conflicts at intersections or potential mid-block crossing locations.

3.3 Field Review

The Consultant Team (two KAI and two Inwood staff), in coordination with the SCTPO and Brevard County Parks & Recreation staff, will conduct a day-long field review within the study area to verify the feasibility of the potential trail alignments identified in **Task 3.2**. The field review may include the following:

- Observe existing trail and trail head usage of pedestrian, bicyclist, and vehicular traffic;
- Observe traffic patterns near existing trails and near/along potential trail alignments, along with the interactions/impacts on potential trail users;
- Note potential trail obstacles/fatal flaws for potential trail alignments;
- Observe bicycle/pedestrian safety and traffic issues that impact safety;
- Evaluate potential crossing locations and treatments; and
- Photo documentation of existing trail and potential trail alignments.

3.4 Grant Review

KAI will identify potential grant programs for which the potential trial could be eligible for funding. The review will assist in identifying design requirements, such as pavement materials and typical section dimensions, to help develop preliminary typical sections as discussed in **Task 3.5**.

3.5 Development of Preliminary Typical Sections

KAI will develop four typical sections for the alignment alternatives identified as part of **Task 3.2**. The typical sections will be produced in CADD (which can be utilized for the concept layout in **Task 3.14**) and in Streetmix (which can be utilized for Public Outreach efforts in **Task 5**). The typical sections may include the following:

- Paved Off-Road Trail.
- Unpaved Off-Road Trail.
- Paved Roadside Trail.
- Rural Advisory Shoulder.

3.6 Impacted Utilities Assessment

Inwood will perform a utility impact assessment for the alignment alternatives identified in **Task 3.2**. The utility elements will be evaluated for cost and level of impact per alignment alternative. The results of this assessment will be utilized when creating the Comparative Evaluation Matrix as discussed in **Task 3.12**.

3.7 Drainage Assessment

Inwood will perform a drainage assessment for the alignment alternatives identified in **Task 3.2**. The following drainage elements will be evaluated:

- Review of existing drainage infrastructures (inlet/outlet structures and cross drains).
- Determine overall watershed designation, WBIDs, impaired status, existing drainage patterns and other related existing drainage condition necessary.
- Evaluate stormwater management and floodplain requirements.

The results of this assessment will be utilized when creating the Comparative Evaluation Matrix as discussed in **Task 3.12**.

3.8 Environmental Assessment

Inwood will perform a preliminary GIS-based environmental assessment supplemented by environmental specific field reviews. The assessment will identify regulated natural resources within the study area along with potential impacts and fatal flaws for the alignment alternatives. The results of this assessment will be utilized when creating the Comparative Evaluation Matrix as discussed in **Task 3.12**.

3.9 Resiliency Assessment

KAI will evaluate the alternative alignments against data and results from the resiliency review conducted as part of **Task 2.2**. The results of this assessment will be utilized when creating the Comparative Evaluation Matrix as discussed in **Task 3.12**.

3.10 Efficient Transportation Decision Making (ETDM) Planning Screen

Inwood will upload the five alignment alternatives to the ETDM tool and run a Planning Screen. Inwood will perform the GIS analysis, summarize impacts and assign Degree of Effect (DOE), and publish the screening summary.

3.11 Planning and Environmental Linkage Review

KAI will perform a review of the Planning and Environmental Linkage from the PD&E Manual Part 1, Chapter 4, Section 4.2.2 to verify that planning efforts from this Study can be utilized during a future PD&E phase.

3.12 Comparative Evaluation Matrix

The Consultant Team will create a Comparative Evaluation Matrix to evaluate the alignment alternatives determined as part of **Task 3.2**. The Comparative Evaluation Matrix may include the following:

- Ability to Meet Purpose and Need;
- Safety;
- Land Impacts;
- Utility Impacts;
- Drainage Impacts; and
- Addresses Resiliency.

3.13 Feasibility Assessment

In coordination with the SCTPO and Brevard County Parks & Recreation, the Consultant Team will select up to two alignments to move forward into concept development based on the results from the previous tasks. Public engagement is anticipated to occur during this task, as discussed in **Task 5**, to solicit input and feedback on potential alignments prior to selecting the two alignments.

3.14 Conceptual Layout

KAI will draft the two alignment alternatives in CADD over the background of an existing satellite aerial image. The concepts will identify potential constraints with each alignment and also identify areas for potentially elevated boardwalks, where necessary.

3.15 Planning Level Cost Estimates

KAI will generate planning level cost estimates for the two alignments selected under **Task 3.13**. The cost estimates will include design, right-of-way (if necessary), and construction costs that could be utilized as a starting point for potential grant funding applications.

3.16 Class of Action Determination

The Consultant Team will determine a recommended Class of Action for a potential PD&E phase utilizing the results from the above tasks.

Deliverables

- *The efforts in **Task 3** will be documented in the Final Report discussed in **Task 4**.*

TASK 4 FINAL REPORT

4.1 Draft Final Report

The Consultant Team will summarize **Task 1** through **Task 3** in a draft Final Report. It is anticipated the SCTPO and Brevard County Parks & Recreation will provide one (1) round of review comments on the Final Report.

4.2 Revised Final Report

Based on the edits/comments received from the SCTPO and Brevard County Parks & Recreation, the Consultant Team will revise the Report and produce a final version for the SCTPO's and Brevard County Parks & Recreation records.

Deliverables

- *Draft and Final Report.*
- *Six (6) hard copies of the Final Report will be prepared for the Study Team once the document is finalized. An electronic version in PDF format will also be submitted to the SCTPO and Brevard County Parks & Recreation.*

TASK 5 PUBLIC & STAKEHOLDER ENGAGEMENT

5.1 General Study and Stakeholder Meetings

The Consultant Team will work with the SCTPO and Brevard County Parks & Recreation to identify agencies and stakeholders that can be coordinated with during the course of the Study. It is anticipated that there will be necessary coordination with Florida Department of Transportation (FDOT), Environmental Endangered Lands (EEL), other government agencies, and potential Study stakeholders (e.g., Home Owners Associations). Up to three (3) Consultant Team staff (two (2) KAI and one (1) Inwood) will prepare for and attend up to eight (8) of these meetings throughout the course of the Study. It is anticipated that up to four (4) of these meetings will be held virtually and the other four (4) will be held in-person. Each meeting will be up to one (1) hour in length.

5.2 Virtual Public Open House

As part of **Task 3.13**, the SCTPO will organize a virtual Public Open House to engage the public and solicit input on the results of the analysis from **Task 1** through **Task 3.12**. The Consultant Team will support the SCTPO by developing a PowerPoint presentation summarizing the key points from the Study. Up to three (3) Consultant Team staff (two (2) KAI and one (1) Inwood) will attend and participate in the virtual Public Open House. It is anticipated that the SCTPO will host and advertise the virtual Public Open House. The SCTPO will be responsible for providing a demographic summary of participants. It is anticipated that the virtual Public Open House will be two (2) hours in length.

5.3 In-Person Public Open House

As part of **Task 3.13**, an in-person Public Open House will be held to engage the public and solicit input on the results of the analysis from **Task 1** through **Task 3.12**. The following tasks are anticipated for the in-person Public Open House:

- The Consultant Team will develop an overview handout, boards, and displays for the public to view during the Open House.
- The Consultant Team will work with SCTPO staff to generate a mailing list for Open House notifications. This includes letters to elected and appointed officials and e-mail notifications based on local jurisdiction e-mail lists.
- The Consultant Team will respond to comments received at the Open House in Excel format. It is anticipated these comment responses will be included as an appendix in the Open House Summary.
- The Consultant Team will prepare an Open House summary.
- The SCTPO will be responsible for publishing Open House information on their social media platforms but the Consultant Team will provide the materials for publishing.
- The SCTPO will secure a site to host the Open House.

Up to five (5) total Consultant Team staff (three (3) Kittelson and two (2) Inwood) will prepare for and attend the Public Open House. It is anticipated that the Open House will be held in-person and will be two (2) hours in length. The Consultant Team will pay the cost of printing materials and mailing notification letters, as applicable (up to \$2,000).

5.4 Presentations

The Consultant Team will coordinate with the SCTPO to develop a presentation summarizing the Study. It is anticipated up to two (2) Consultant Team staff (one (1) KAI and one (1) Inwood) will make up to four (4) in-person presentations at the end of the Study:

- North Merritt Island Home Owners Association;
- South/Central Brevard Parks & Recreation Advisory Board;
- Brevard County Board of County Commissioners; and

- SCTPO Governing Board.

It is anticipated that SCTPO staff will make two presentations at the end of the project:

- SCTPO Bicycle/Pedestrian/Trails Advisory Committee (BPTAC); and
- SCTPO Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC).

TASK 6 INTERNAL PROJECT MEETINGS

6.1 Kick-Off Meeting

Up to three (3) Consultant Team staff (two (2) KAI and one (1) Inwood) will attend a two-hour in-person Kick-Off Meeting with the SCTPO and Brevard County Parks & Recreation to discuss the goals and anticipated outcomes of the Study. The Consultant Team will present a draft schedule to the SCTPO and Brevard County Parks & Recreation during this meeting.

6.2 Bi-Monthly Project Status Meetings

Up to three (3) Consultant Team staff (two (2) KAI and one (1) Inwood) will attend up to six (6) bi-monthly project status meetings with the SCTPO and Brevard County Parks & Recreation to discuss Study progress and receive input on tasks completed. The purpose of these meetings is to maintain clear communication between the SCTPO/Brevard County Parks & Recreation and the Consultant Team. It is anticipated that each of these meetings will be held virtually and be one (1) hour in length. The Consultant Team will prepare a meeting agenda and prepare/distribute a meeting summary following each of these meetings.

TASK 7 PROJECT ADMINISTRATION

Project Manager: Sarah Kraum (Sarah.Kraum@sctpo.com) will serve as the SCTPO project manager, and Travis Hills (thills@kittelsohn.com) will serve as the Consultant Team project manager for this project.

Quality Control: The Consultant Team will designate appropriate senior staff to conduct Quality Control (QC) reviews of work products.

Project Schedule: The Consultant Team will prepare and submit a detailed project schedule identifying major tasks, their durations, and task relationships. The Consultant Team will keep the schedule up to date monthly. The beginning date of the services will be the date of authorization for this work order. Any changes to the schedule necessitated by circumstances outside the Consultant Team's control will be coordinated with the SCTPO. It is anticipated the project will be complete by June 30, 2025.

Invoices: Invoices will be prepared in the format prescribed by the SCTPO. A detailed invoice including a narrative description of the work performed by the Consultant Team during the period covered by the invoice for each item in the scope will be submitted. The final invoice will be labeled "Final" and project close-out procedures will be followed.

Deliverable Coordination: The Consultant Team will prepare, package, and coordinate deliverables for **Task 1** through **Task 4** with the SCTPO.

Budget: This work will be completed as a lump sum task order. A detailed summary budget table for the Consultant Team is attached.

ATTACHMENT A - STANDARD FEE SUMMARY SHEET

Name of Firm: Kittelson & Associates, Inc.

Prime Consultant Information
 Kittelson & Associates, Inc.
 Travis Hills, P.E., RSP,
 P: 407-540-0555

Task Work Order Consultant Information
 Kittelson & Associates, Inc.
 Travis Hills, P.E., RSP,
 P: 407-540-0555

Task: North Merritt Island Pioneer Trail Feasibility Study

ACTIVITY	Senior Principal Engineer/Planner RATE: \$	270.00	Associate Engineer/Planner RATE: \$	210.00	Senior Engineer/Planner RATE: \$	175.00	Engineer/Planner RATE: \$	140.00	Transportation Analyst RATE: \$	115.00	Associate Technician RATE: \$	160.00	Office Support/Clerical RATE: \$	90.00	TOTAL HOURS	COST BY ACTIVITY								
Task 1 Data Collection	0	\$	-	8	\$	1,680.00	8	\$	1,400.00	28	\$	3,920.00	52	\$	5,980.00	24	\$	3,840.00	0	\$	-	120	\$	16,820.00
1.1 Traffic Data Collection	0	\$	-	2	\$	420.00	0	\$	-	4	\$	560.00	0	\$	-	0	\$	-	0	\$	-	6	\$	980.00
1.2 Right-of-Way Data Collection	0	\$	-	2	\$	420.00	4	\$	700.00	4	\$	560.00	12	\$	1,380.00	0	\$	-	0	\$	-	22	\$	3,060.00
1.3 General Data Collection	0	\$	-	2	\$	420.00	4	\$	700.00	8	\$	1,120.00	24	\$	2,760.00	0	\$	-	0	\$	-	38	\$	5,000.00
1.4 Utility Verification	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-
1.5 Drainage Data Collection	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-
1.6 Basemap Preparation	0	\$	-	2	\$	420.00	0	\$	-	12	\$	1,680.00	16	\$	1,840.00	24	\$	3,840.00	0	\$	-	54	\$	7,780.00
Task 2 Existing Conditions Analysis	0	\$	-	8	\$	1,680.00	6	\$	1,050.00	22	\$	3,080.00	32	\$	3,680.00	0	\$	-	0	\$	-	68	\$	9,490.00
2.1 Historical Safety Review	0	\$	-	4	\$	840.00	4	\$	700.00	16	\$	2,240.00	24	\$	2,760.00	0	\$	-	0	\$	-	48	\$	6,540.00
2.2 Resiliency Review	0	\$	-	2	\$	420.00	0	\$	-	4	\$	560.00	4	\$	460.00	0	\$	-	0	\$	-	10	\$	1,440.00
2.3 Demographics Review	0	\$	-	2	\$	420.00	2	\$	350.00	2	\$	280.00	4	\$	460.00	0	\$	-	0	\$	-	10	\$	1,510.00
Task 3 Alternatives Analysis	18	\$	4,860.00	66	\$	13,860.00	62	\$	10,850.00	124	\$	17,360.00	124	\$	14,260.00	12	\$	1,920.00	0	\$	-	406	\$	63,110.00
3.1 Purpose and Need	2	\$	540.00	4	\$	840.00	8	\$	1,400.00	12	\$	1,680.00	0	\$	-	0	\$	-	0	\$	-	26	\$	4,460.00
3.2 Determination of Potential Alignments	0	\$	-	8	\$	1,680.00	12	\$	2,100.00	16	\$	2,240.00	8	\$	920.00	0	\$	-	0	\$	-	44	\$	6,940.00
3.3 Field Review	0	\$	-	8	\$	1,680.00	0	\$	-	12	\$	1,680.00	4	\$	460.00	0	\$	-	0	\$	-	24	\$	3,820.00
3.4 Grant Review	0	\$	-	2	\$	420.00	2	\$	350.00	4	\$	560.00	8	\$	920.00	0	\$	-	0	\$	-	16	\$	2,250.00
3.5 Development of Preliminary Typical Sections	2	\$	540.00	8	\$	1,680.00	12	\$	2,100.00	16	\$	2,240.00	32	\$	3,680.00	12	\$	1,920.00	0	\$	-	82	\$	12,160.00
3.6 Impacted Utilities Assessment	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-
3.7 Drainage Assessment	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-
3.8 Environmental Assessment	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-
3.9 Resiliency Assessment	2	\$	540.00	2	\$	420.00	0	\$	-	4	\$	560.00	8	\$	920.00	0	\$	-	0	\$	-	16	\$	2,440.00
3.10 ETDM Planning Screen	0	\$	-	4	\$	840.00	0	\$	-	8	\$	1,120.00	0	\$	-	0	\$	-	0	\$	-	12	\$	1,960.00
3.11 Planning and Environmental Linkage Review	2	\$	540.00	4	\$	840.00	0	\$	-	8	\$	1,120.00	0	\$	-	0	\$	-	0	\$	-	14	\$	2,500.00
3.12 Comparative Evaluation Matrix	2	\$	540.00	4	\$	840.00	4	\$	700.00	8	\$	1,120.00	4	\$	460.00	0	\$	-	0	\$	-	22	\$	3,660.00
3.13 Feasibility Assessment	2	\$	540.00	4	\$	840.00	0	\$	-	4	\$	560.00	0	\$	-	0	\$	-	0	\$	-	10	\$	1,940.00
3.14 Conceptual Layout	4	\$	1,080.00	12	\$	2,520.00	16	\$	2,800.00	16	\$	2,240.00	40	\$	4,600.00	0	\$	-	0	\$	-	88	\$	13,240.00
3.15 Planning Level Cost Estimates	0	\$	-	4	\$	840.00	8	\$	1,400.00	12	\$	1,680.00	20	\$	2,300.00	0	\$	-	0	\$	-	44	\$	6,220.00
3.16 Class of Action Determination	2	\$	540.00	2	\$	420.00	0	\$	-	4	\$	560.00	0	\$	-	0	\$	-	0	\$	-	8	\$	1,520.00
Task 4 Final Report	4	\$	1,080.00	36	\$	7,560.00	12	\$	2,100.00	32	\$	4,480.00	56	\$	6,440.00	0	\$	-	0	\$	-	140	\$	21,660.00
4.1 Draft Final Report	4	\$	1,080.00	24	\$	5,040.00	8	\$	1,400.00	24	\$	3,360.00	40	\$	4,600.00	0	\$	-	0	\$	-	100	\$	15,480.00
4.2 Revised Final Report	0	\$	-	12	\$	2,520.00	4	\$	700.00	8	\$	1,120.00	16	\$	1,840.00	0	\$	-	0	\$	-	40	\$	6,180.00
Task 5 Public & Stakeholder Engagement	0	\$	-	102	\$	21,420.00	0	\$	-	116	\$	16,240.00	90	\$	10,350.00	24	\$	3,840.00	8	\$	720.00	340	\$	52,570.00
5.1 General Study and Stakeholder Meetings (4 in-person and 4 virtual, prep, attendance, and summary)	0	\$	-	44	\$	9,240.00	0	\$	-	64	\$	8,960.00	32	\$	3,680.00	0	\$	-	0	\$	-	140	\$	21,880.00
5.2 Virtual Public Open House (prep and attendance)	0	\$	-	10	\$	2,100.00	0	\$	-	14	\$	1,960.00	16	\$	1,840.00	4	\$	640.00	0	\$	-	44	\$	6,540.00
5.3 In-Person Public Open House (prep, attendance, and summary)	0	\$	-	20	\$	4,200.00	0	\$	-	26	\$	3,640.00	30	\$	3,450.00	16	\$	2,560.00	8	\$	720.00	100	\$	14,570.00
5.4 Presentations (prep and attendance)	0	\$	-	28	\$	5,880.00	0	\$	-	12	\$	1,680.00	12	\$	1,380.00	4	\$	640.00	0	\$	-	56	\$	9,580.00
Task 6 Internal Project Meetings	0	\$	-	46	\$	9,660.00	0	\$	-	50	\$	7,000.00	24	\$	2,760.00	0	\$	-	0	\$	-	120	\$	19,420.00
6.1 Kick Off Meeting (prep, attendance, and summary)	0	\$	-	10	\$	2,100.00	0	\$	-	14	\$	1,960.00	0	\$	-	0	\$	-	0	\$	-	24	\$	4,060.00
6.2 Bi-Monthly Project Status Meetings (prep, attendance, and summary)	0	\$	-	36	\$	7,560.00	0	\$	-	36	\$	5,040.00	24	\$	2,760.00	0	\$	-	0	\$	-	96	\$	15,360.00

ATTACHMENT A - STANDARD FEE SUMMARY SHEET

Name of Firm: Kittelson & Associates, Inc.

Prime Consultant Information
 Kittelson & Associates, Inc.
 Travis Hills, P.E., RSP,
 P: 407-540-0555

Task Work Order Consultant Information
 Kittelson & Associates, Inc.
 Travis Hills, P.E., RSP,
 P: 407-540-0555

Task: North Merritt Island Pioneer Trail Feasibility Study

ACTIVITY	Senior Principal Engineer/Planner RATE: \$ 270.00	Associate Engineer/Planner RATE: \$ 210.00	Senior Engineer/Planner RATE: \$ 175.00	Engineer/Planner RATE: \$ 140.00	Transportation Analyst RATE: \$ 115.00	Associate Technician RATE: \$ 160.00	Office Support/Clerical RATE: \$ 90.00	TOTAL HOURS	COST BY ACTIVITY							
Task 7 Project Administration	40	\$ 10,800.00	40	\$ 8,400.00	4	\$ 700.00	36	\$ 5,040.00	20	\$ 2,300.00	0	\$ -	0	\$ -	140	\$ 27,240.00
Quality Control	40	\$ 10,800.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	40	\$ 10,800.00
Project Schedule	0	\$ -	12	\$ 2,520.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	12	\$ 2,520.00
Administration	0	\$ -	16	\$ 3,360.00	0	\$ -	16	\$ 2,240.00	0	\$ -	0	\$ -	0	\$ -	32	\$ 5,600.00
Deliverable Coordination	0	\$ -	12	\$ 2,520.00	4	\$ 700.00	20	\$ 2,800.00	20	\$ 2,300.00	0	\$ -	0	\$ -	56	\$ 8,320.00
SUM	62	\$ 16,740.00	306	\$ 64,260.00	92	\$ 16,100.00	408	\$ 57,120.00	398	\$ 45,770.00	60	\$ 9,600.00	8	\$ 720.00	1334	\$ 210,310.00
										Public Meeting Expenses		\$	2,000.00			
										Total KAI Fee		\$	212,310.00			
										Total Inwood Fee		\$	83,218.00			
										TOTAL PROJECT		\$	295,528.00			

1/8/2024

ATTACHMENT A - STANDARD FEE SUMMARY SHEET

Name of Firm: Inwood Consulting Engineers, Inc.

Prime Consultant Information
Kittelson & Associates, Inc.
Travis Hills, P.E., RSP,
P: 407-540-0555

Task Work Order Consultant Information
Inwood Consulting Engineers, Inc.
Jason Houck, GISP, PWS
P: 407-971-8850
M: 321-202-3907

Task: North Merritt Island Pioneer Trail Feasibility Study

ACTIVITY	Chief Engineer RATE: \$ 241.00	Senior Engineer RATE: \$ 214.00	Project Engineer RATE: \$ 196.00	Chief Designer RATE: \$ 189.00	Senior Designer RATE: \$ 135.00	Chief Scientist RATE: \$ 245.00	Project Scientist RATE: \$ 156.00	Scientist RATE: \$ 99.00	TOTAL HOURS	COST BY ACTIVITY
Task 1 Data Collection	0	4	8	30	20	0	0	0	62	\$ 10,794.00
1.1 Traffic Data Collection	0	0	0	0	0	0	0	0	0	-
1.2 Right-of-Way Data Collection	0	0	0	0	0	0	0	0	0	-
1.3 General Data Collection	0	0	0	0	0	0	0	0	0	-
1.4 Utility Verification	0	0	0	30	20	0	0	0	50	8,370.00
1.5 Drainage Data Collection	0	4	8	0	0	0	0	0	12	2,424.00
1.6 Basemap Preparation	0	0	0	0	0	0	0	0	0	-
Task 2 Existing Conditions Analysis	0	0	0	0	0	0	0	0	0	\$ -
2.1 Historical Safety Review	0	0	0	0	0	0	0	0	0	-
2.2 Resiliency Review	0	0	0	0	0	0	0	0	0	-
2.3 Demographics Review	0	0	0	0	0	0	0	0	0	-
Task 3 Alternatives Analysis	8	20	24	15	70	30	36	20	223	\$ 38,143.00
3.1 Purpose and Need	0	0	0	0	0	2	0	0	2	490.00
3.2 Determination of Potential Alignments	0	0	0	0	0	4	0	0	4	980.00
3.3 Field Review	0	0	0	0	0	8	12	0	20	3,832.00
3.4 Grant Review	0	0	0	0	0	0	0	0	0	-
3.5 Development of Preliminary Typical Sections	0	0	0	0	0	0	0	0	0	-
3.6 Impacted Utilities Assessment	0	0	0	15	10	0	0	0	25	4,185.00
3.7 Drainage Assessment	8	20	24	0	0	0	0	0	52	10,912.00
3.8 Environmental Assessment	0	0	0	0	0	4	20	20	44	6,080.00
3.9 Resiliency Assessment	0	0	0	0	0	0	0	0	0	-
3.10 ETDM Planning Screen	0	0	0	0	60	0	0	0	60	8,100.00
3.11 Planning and Environmental Linkage Review	0	0	0	0	0	0	0	0	0	-
3.12 Comparative Evaluation Matrix	0	0	0	0	0	4	4	0	8	1,604.00
3.13 Feasibility Assessment	0	0	0	0	0	4	0	0	4	980.00
3.14 Conceptual Layout	0	0	0	0	0	0	0	0	0	-
3.15 Planning Level Cost Estimates	0	0	0	0	0	0	0	0	0	-
3.16 Class of Action Determination	0	0	0	0	0	4	0	0	4	980.00
Task 4 Final Report	0	0	0	20	12	4	8	8	52	\$ 8,420.00
4.1 Draft Final Report	0	0	0	15	9	2	4	4	34	5,560.00
4.2 Revised Final Report	0	0	0	5	3	2	4	4	18	2,860.00
Task 5 Public & Stakeholder Engagement	0	0	0	0	0	62	18	0	80	\$ 17,998.00
5.1 General Study and Stakeholder Meetings (4 in-person and 4 virtual; prep, attendance, and summary)	0	0	0	0	0	28	0	0	28	6,860.00
5.2 Virtual Public Open House (prep and attendance)	0	0	0	0	0	4	4	0	8	1,604.00
5.3 In-Person Public Open House (prep, attendance, and summary)	0	0	0	0	0	8	10	0	18	3,520.00
5.4 Presentations (prep and attendance)	0	0	0	0	0	22	4	0	26	6,014.00
Task 6 Internal Project Meetings	0	0	0	0	0	19	0	0	19	\$ 4,655.00
6.1 Kick Off Meeting (prep, attendance, and summary)	0	0	0	0	0	7	0	0	7	1,715.00
6.2 Bi-Monthly Project Status Meetings (prep, attendance, and summary)	0	0	0	0	0	12	0	0	12	2,940.00

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Task Work Order Consultant Information

Inwood Consulting Engineers, Inc.
Jason Houck, GISP, PWS
P: 407-971-8850
M: 321-202-3907

Task: North Merritt Island Pioneer Trail Feasibility Study

ACTIVITY	Chief Engineer		Senior Engineer		Project Engineer		Chief Designer		Senior Designer		Chief Scientist		Project Scientist		Scientist		TOTAL HOURS	COST BY ACTIVITY
	RATE	\$ 241.00	RATE	\$ 214.00	RATE	\$ 196.00	RATE	\$ 189.00	RATE	\$ 135.00	RATE	\$ 245.00	RATE	\$ 156.00	RATE	\$ 99.00		
Task 7 Project Administration	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	8	\$ 1,960.00	8	\$ 1,248.00	0	\$ -	16	\$ 3,208.00
Quality Control	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Project Schedule	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Administration	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	8	\$ 1,960.00	8	\$ 1,248.00	0	\$ -	16	\$ 3,208.00
Deliverable Coordination	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SUM	8	\$ 1,928.00	24	\$ 5,136.00	32	\$ 6,272.00	65	\$ 12,285.00	102	\$ 13,770.00	123	\$ 30,135.00	70	\$ 10,920.00	28	\$ 2,772.00	452	\$ 83,218.00
1/8/2024																	TOTAL PROJECT \$ 83,218.00	