



1112 Manatee Ave. West  
Bradenton, FL 34205  
purchasing@mymanatee.org

## Solicitation Addendum

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**Addendum No.:** 3  
**Solicitation No.:** 18-R069831AEJ  
**Solicitation Title:** Consulting Services for Impact Fee Update and Mobility Plan  
**Addendum Date:** January 16, 2019  
**Procurement Contact:** Jacob Erickson, Procurement Team Leader – Services / Technology

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**RFP NO. 18-R069831AEJ IS AMENDED AS SET FORTH HEREIN. RESPONSES TO QUESTIONS POSED BY PROSPECTIVE PROPOSERS ARE PROVIDED BELOW. THIS ADDENDUM IS HEREBY INCORPORATED IN AND MADE A PART OF RFP NO. 18-R069831AEJ.**

Change to:

**SECTION A, INSTRUCTIONS TO PROPOSERS, PARAGRAPH A.34**

Scheduled Item	Schedule Date
Non-Mandatory Solicitation Information Conference	January 8, 2019, 11:00 AM at the Manatee County Administration Building, 1112 Manatee Ave. West, Ste. 803, Bradenton, FL 34205
Question and Clarification Deadline	January 11, 2019
Final Addendum Posted	<del>January 18, 2019</del> <u>January 16, 2019</u>
Proposal Response Due Date and Time	January 24, 2019 at 3:00 PM, ET
Technical Evaluation Meeting	February 11, 2019
Interviews/Presentations, if conducted	February 25, 2019
Final Evaluation Meeting	<del>February 25, 2019</del> <u>February 27, 2019</u>
Projected Award	March 2019

## QUESTIONS AND RESPONSES:

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**Q1. Per the Information Conference held yesterday, we are requesting a copy of the sign-in sheet and the presentations made at the Information Conference.**

R1. The Sign-In Sheet and presentation are attached to this Addendum No. 3.

**Q2. Is there an established budget for this project? If so, what is it?**

R2. The estimated budget for this project is \$325,000.

**Q3. After attending the pre-proposal meeting, it was clear that the impact fee update will happen first, then the mobility fee (the conversion to do away with concurrency) followed by the mobility plan. Do you want pricing separately for each phase? Should we submit 3 separate fee proposal forms? (Exhibit 2, page 7)**

R3. The Fee Proposal should follow the structure outlined in Exhibit 2 – Proposal Response, 2.02 – Proposal Format, Fees Proposal. No additional Disciplines/Titles or skillsets shall be considered for evaluation.

**Q4. Who will be the Project Manager?**

R4. Impact Fee Update – John Osborne  
Mobility Plan – Clarke Davis

**Q5. Who will be on the selection committee?**

R5. The technical evaluation committee consists of individuals from Infrastructure Strategic Planning, Financial Management, and Traffic Management

**Q6. Are we supposed to follow Exhibit 4 for “process” or does it serve as an example?**

R6. Exhibit 4 – Mobility Plan Structure and Approach is to be used as a guidance document with the areas of emphasis being the deliverables and tentative due dates from authorization. How and when those milestones are reached shall be at the discretion of the Proposer.

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NOTE: Items that are ~~struck through~~ are deleted. Items that are underlined have been added or changed. All other terms and conditions remain as stated in the Request for Proposal

**End of Addendum**

## INSTRUCTIONS:

Receipt of this addendum must be acknowledged as instructed in the solicitation document. Failure to acknowledge receipt of this Addendum may result in the response being deemed non-responsive.

AUTHORIZED FOR RELEASE: \_\_\_\_\_



# Non-Mandatory Solicitation Information Conference

RFP NO. 18-R069831AEJ

Due Date: January 24, 2019 at 3:00 P.M.

Please silence your cell phone.



# Agenda

- Introductions
- Lobbying Limitation
- Notifications
- Solicitation Schedule
- Evaluation of Proposals
- Background
- Scope of Services
- Minimum Qualifications
- Mistakes That Could Cost You



# Lobbying Limitation

Lobbying prohibition limits communication between:

- Prospective proposers or their agents, representatives, or persons acting at the request of such offeror,
- and
- County officers, agents or employees other than the Procurement Official (e.g., County Commissioners, County Administrator, County Consultants)

Includes copying such person on written communications but does not apply to interviews / presentations / demonstrations to the evaluation committee or at a commission meeting where the Commission is considering approval of a proposed contract.



# Lobbying Limitation

- The limitation against lobbying begins at the date and time solicitations advertise and ends upon execution of the final contract.
- All inquiries/communications regarding RFP must be submitted to [purchasing@mymanatee.org](mailto:purchasing@mymanatee.org)
- Attn: Jacob Erickson
- Violations of the Lobbying Limitation can result in disqualification.



# Notifications

- The County utilizes the following methods for notification and distribution of solicitation opportunities:
  - County Website [www.mymanatee.org](http://www.mymanatee.org)
  - DemandStar [www.demandstar.com](http://www.demandstar.com)
  - Request via email [purchasing@mymanatee.org](mailto:purchasing@mymanatee.org)
  - Hard copies are available at County Administration Bldg, 8<sup>th</sup> fl
- These are the only authorized methods
- Bidder must verify the validity of all RFP documents and solicitation information received from other sources



# Solicitation Schedule

ACTIVITY	DATE
Deadline for Delivery of Questions	January 11, 2019
Due Date and Time (for delivery of Bids)	January 24, 2019 at 3:00 p.m.
Due Diligence Complete	January 27, 2019
Technical Evaluations	February 11, 2019
Interviews / Presentations / Demonstrations (if conducted)	February 25, 2019
Final Evaluations	February 25, 2019





# Due Diligence Evaluation of Proposals

- During the due diligence review, proposals are evaluated to determine whether each Proposer is responsive and responsible.
- A responsible Proposer means a Proposer that meets the qualification requirement(s) of this RFP.
- A responsive Proposer means a Proposer that has submitted a Proposal that conforms in all material respects to the requirements in the RFP.



# Minimum Qualifications

- Proposer must be registered with the State of Florida. Division of Corporations to do business in Florida.
- Proposer has provided consulting services for at least four clients since December 1, 2008, each of which included one of the following components: (i) impact fee studies, (ii) impact fee schedules, (iii) transportation and mobility plans and (iv) mobility fees.
- Proposer has not been convicted of a public entity crime per Section 287.133, Florida Statutes or environmental law in the past five years.



# Minimum Qualifications

- Must NOT be listed on the Florida State Board of Administration, Scrutinized List of Prohibited Companies.
- If submitting as a joint venture, must file the required documents with the Florida Department of Business and Professional Regulation.
- Must have no reported conflict of interest in relation to this RFP.



# Background

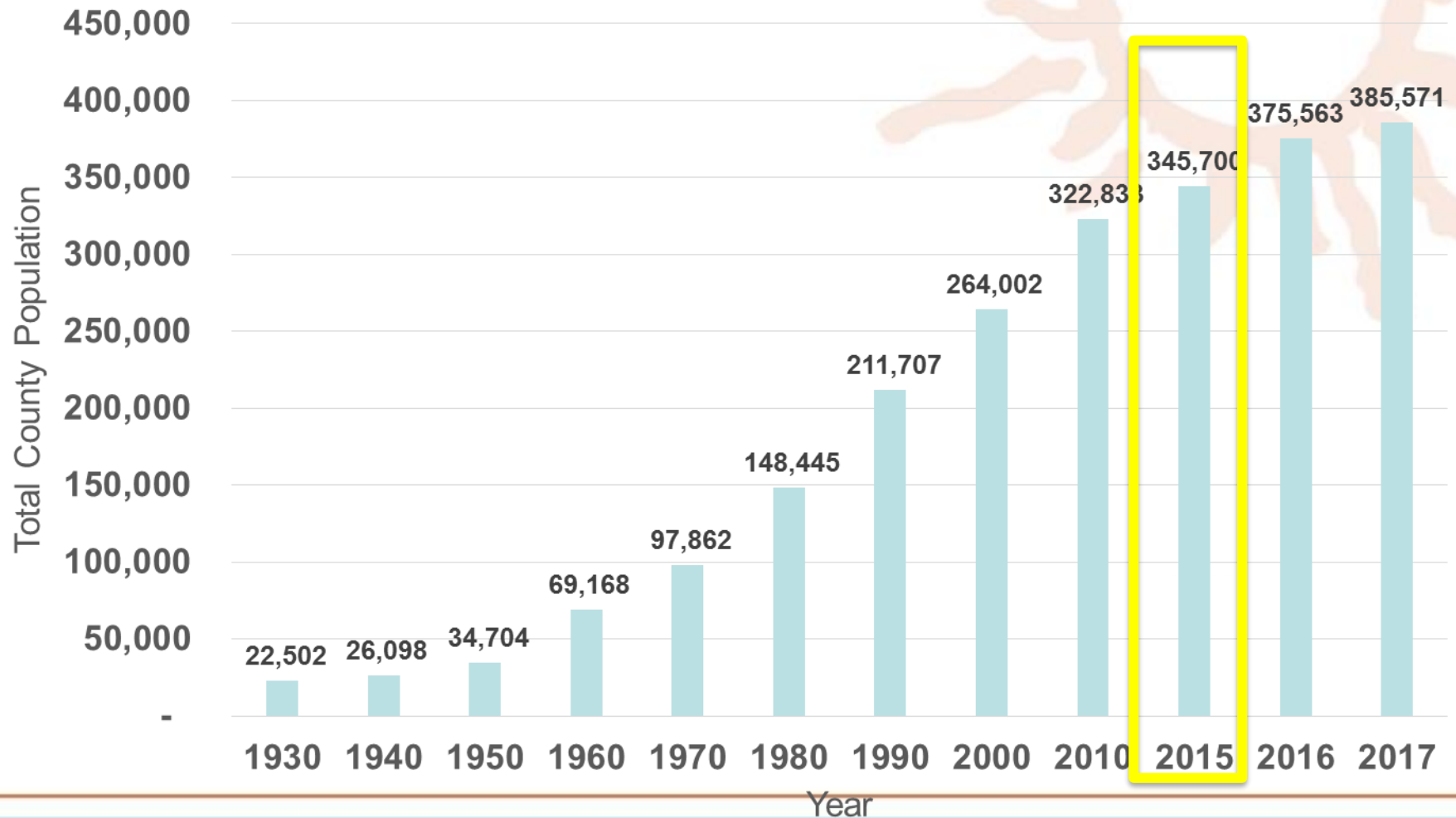
- Impact fees are established by the *Manatee County Land Development Code* in Chapter 11, "Impact Fees." Manatee County's original impact fee ordinance, adopted in July 1986, established fees for roads, parks, public safety, and law enforcement. Educational facilities impact fees were adopted by Manatee County in 2002. In June 2006, the Florida Legislature adopted Florida Statute 163.31801, the Florida Impact Fee Act, which requires that the calculation of impact fees imposed by any county or municipality in the state of Florida be based on the most recent and local data available. Libraries were added with the 2015 study and fee schedule.
- Manatee County last updated its impact fee schedule in December 2015, which became effective in April 2016. The update was done by analyzing growth rates, measuring the current capacity of the County's system of infrastructure, projecting how much capacity should be expanded to accommodate future growth, planning for specific capital projects, and calculating the cost of the required infrastructure improvements.
- Impact fees are currently assessed in the unincorporated areas of Manatee County for law enforcement, public safety, parks, libraries and roads.
- Manatee County is required by state statute to update its impact fee schedule every five years. The County is therefore seeking professional consultants capable of performing an impact fee study that will compile and analyze the technical data, including changes in population, demographics, and other relevant factors required to legally support a new impact fee schedule.

# Impact Fee Update

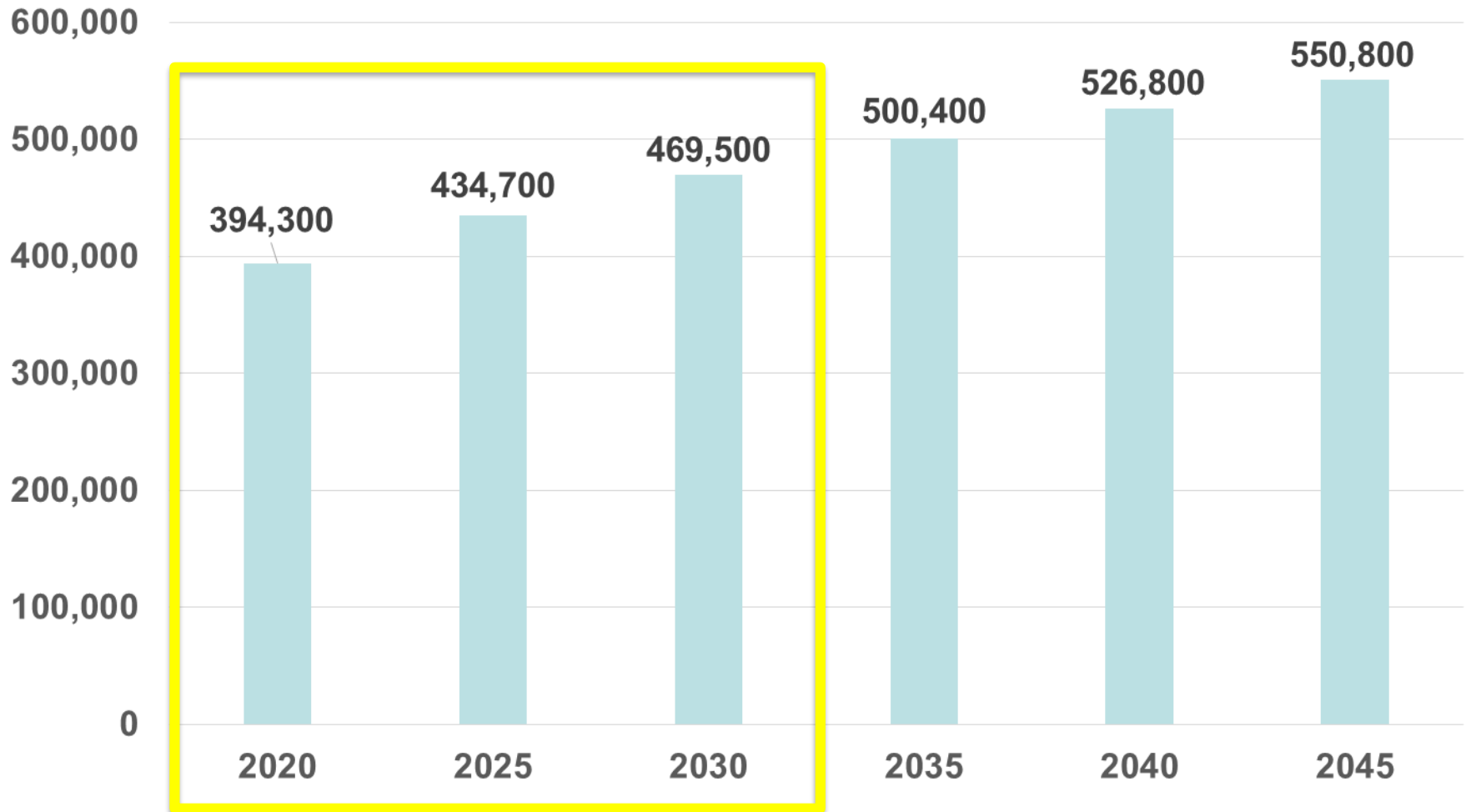


**John Osborne, AICP**  
**Jan. 2019**

# Manatee County Population

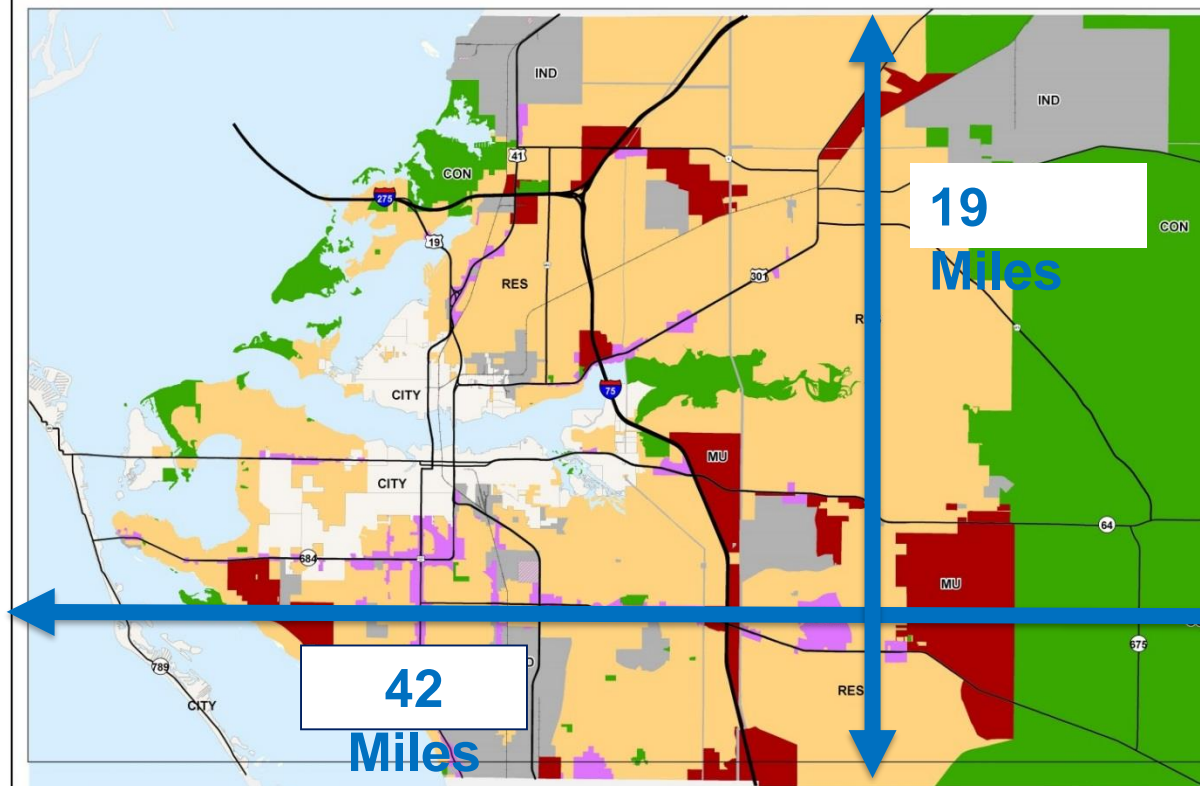


# Manatee County Population Projections



Source: Projections of Florida Population by County, 2020–2045, with Estimates for 2017, UF Bureau of Economic & Business Research, Volume 51, Bulletin 180, January 2018. Used “Medium” Projections.

# Consolidated Future Land Use



- 740 square miles
- Incorporated Cities:

- Bradenton
- Palmetto
- Anna Maria
- Bradenton Beach
- Holmes Beach
- Longboat Key

## Future Land Use

- RESIDENTIAL
- INDUSTRIAL
- COMMERCIAL
- MIXED USE
- CONSERVATION / AG
- CITY

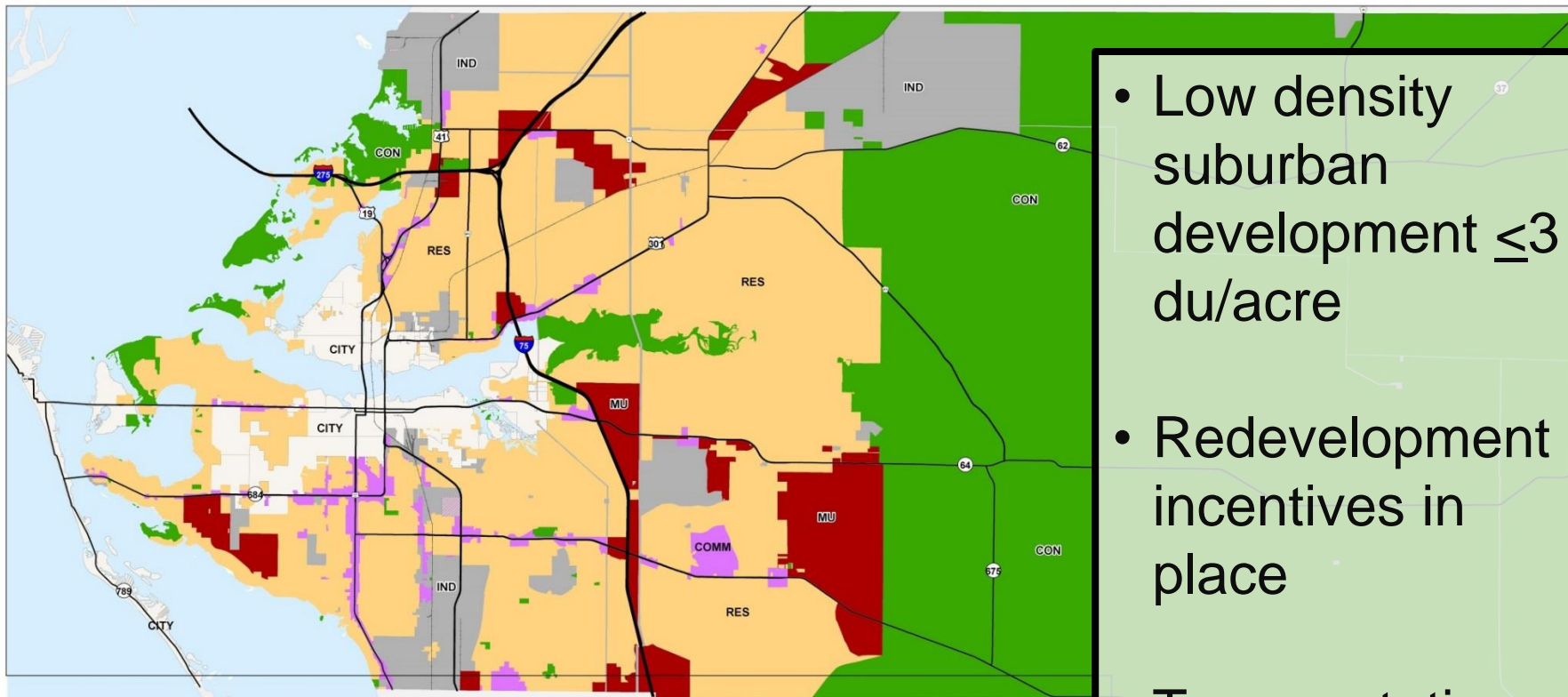


This map was developed by the Manatee County Geographic Information Systems Division. It is provided for general reference and is not warranted in any way. Errors from non-coincidence of features from different sources may exist. The Manatee County BOCC shall be held harmless for inappropriate or unintended uses of the information.

- Impact Fees for unincorporated area ONLY



# Consolidated Future Land Use



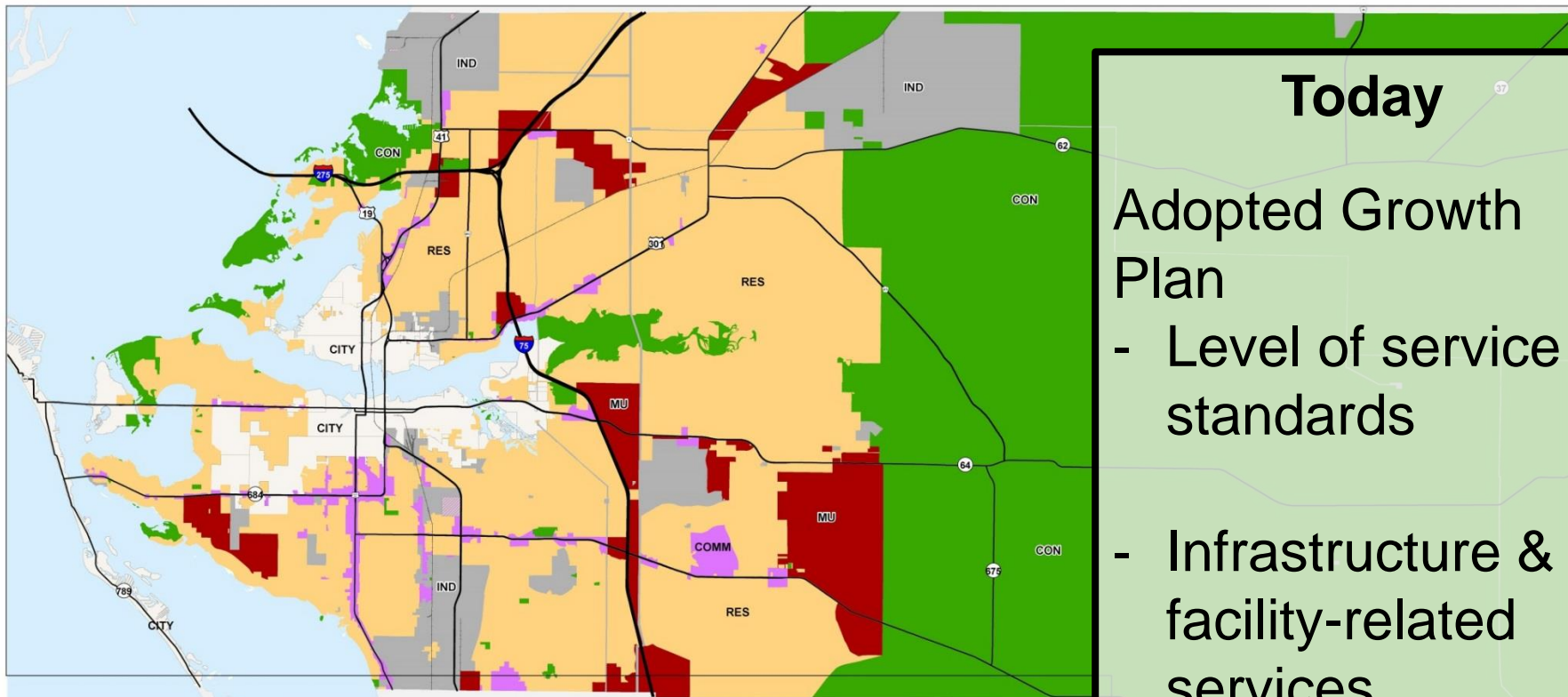
## Future Land Use



This map was developed by the Manatee County Geographic Information Systems Division. It is provided for general reference and is not warranted in any way. Errors from non-coincidence of features from different sources may exist. The Manatee County BOCC shall be held harmless for inappropriate or unintended uses of the information.

- Low density suburban development  $\leq 3$  du/acre
- Redevelopment incentives in place
- Transportation infrastructure tough to keep pace with growth

# Consolidated Future Land Use



## Future Land Use



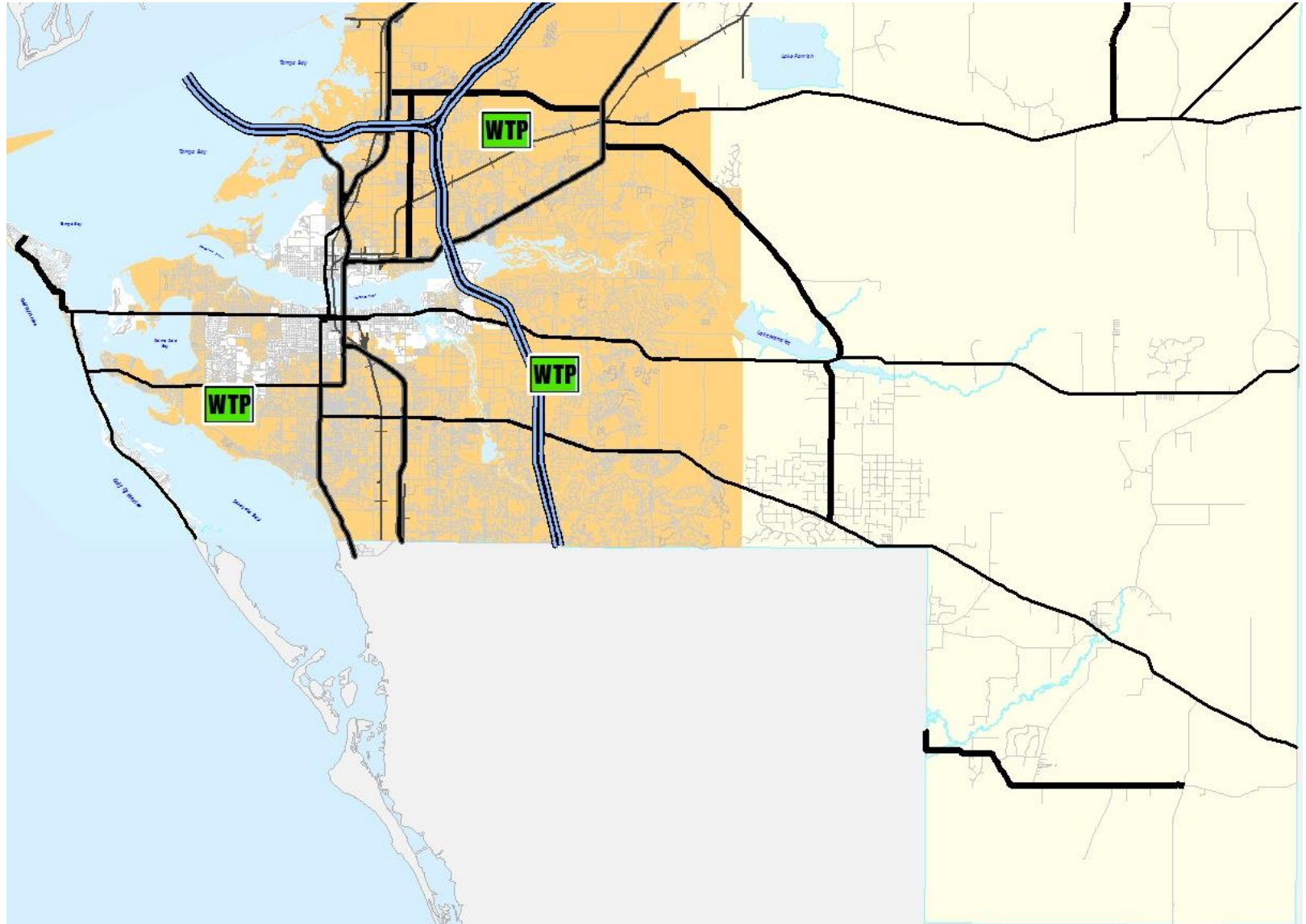
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## Today

### Adopted Growth Plan

- Level of service standards

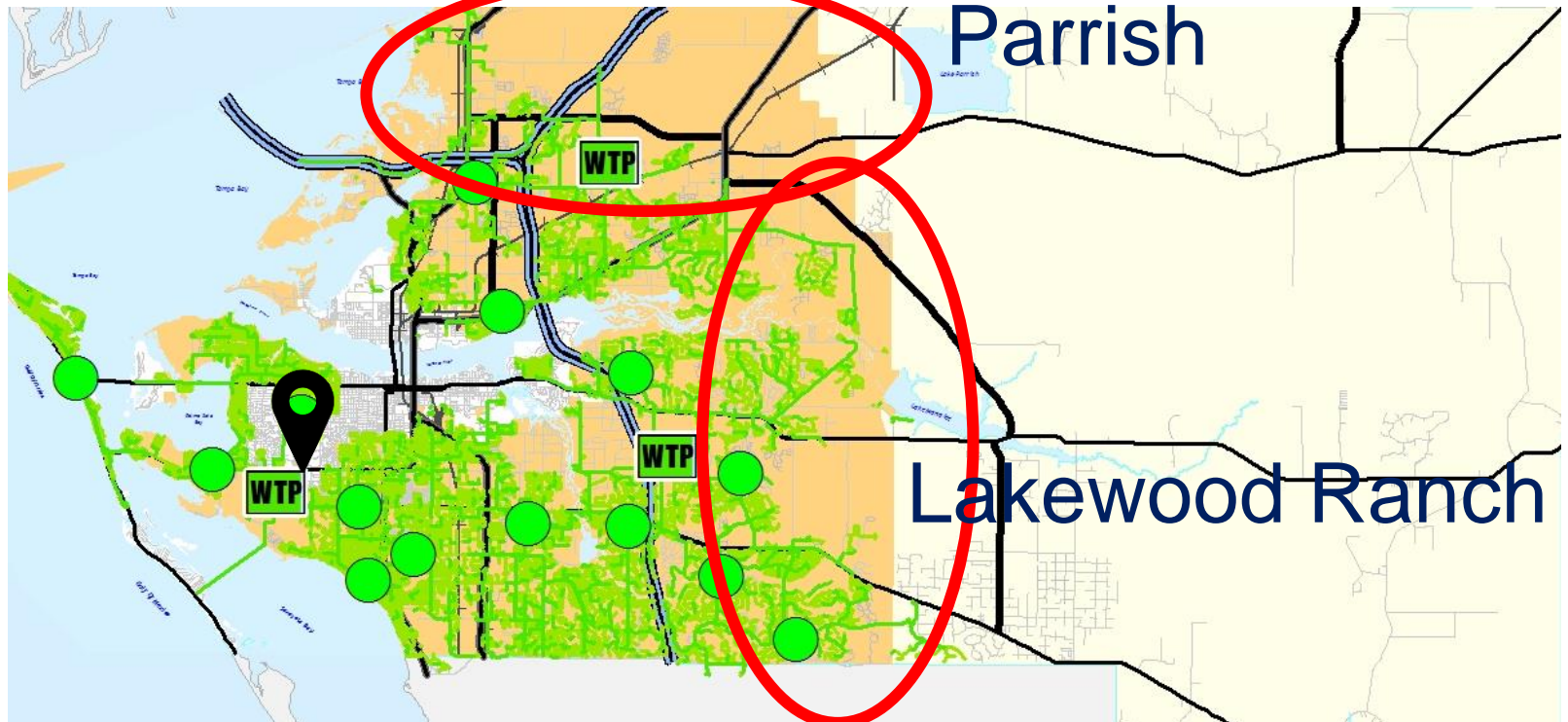
- Infrastructure & facility-related services generally located in same places since 1960's...







# Potable Water & Sanitary Sewer Service Area



Areas of New Growth – North & Central County

# Manatee's Tools & Resources

- Florida Impact Fee Act
- Adopted impact fee study
- Adopted Fee schedule
- Procedures Manual
- Land Development Code (est. Ord.)
- Acela Permitting system
- Trained impact fee & related staff



# 2015 Adopted Study

- Reflects existing level of service standard (not adopted)
- Accurately portrays growth needs
- Goal is a ***FAIR FEE***
- Don't design as attempted growth control device



## 2015 Impact Fee Study

Prepared for:  
Manatee County, Florida

December 3, 2015



4701 Sangamore Road, Suite 5240  
Bethesda, MD  
301.320.6900  
[www.tischlerbise.com](http://www.tischlerbise.com)

**Manatee County Impact Fees\***  
**With School Impact Fees Effective 11/13/17**



RESIDENTIAL (Per Housing Unit)

Education Facilities	Multimodal Transportation				Parks & Natural Resources	Law Enforce- ment	Public Safety	Libraries	Admin Sur- charge	Total Fee				
	NE District	NW District	SE District	SW District						NE District	NW District	SE District	SW District	
	\$6,127	\$2,577	\$2,458	\$1,896	\$1,502	\$484	\$200	\$108	\$107	\$50	\$9,653	\$9,534	\$8,972	\$8,578
	\$6,127	\$4,010	\$3,825	\$2,951	\$2,338	\$752	\$311	\$167	\$167	\$77	\$11,611	\$11,426	\$10,552	\$9,939
	\$6,127	\$5,483	\$5,231	\$4,037	\$3,187	\$1,030	\$426	\$230	\$228	\$106	\$13,630	\$13,378	\$12,184	\$11,334
	\$6,127	\$6,891	\$6,574	\$5,072	\$4,005	\$1,298	\$536	\$289	\$287	\$134	\$15,562	\$15,245	\$13,743	\$12,676
	\$6,127	\$8,587	\$8,192	\$6,322	\$4,989	\$1,621	\$670	\$361	\$359	\$167	\$17,892	\$17,497	\$15,627	\$14,294
X														
	\$6,471	\$2,577	\$2,458	\$1,896	\$1,502	\$484	\$200	\$108	\$107	\$50	\$9,997	\$9,878	\$9,316	\$8,922
	\$6,471	\$4,010	\$3,825	\$2,951	\$2,338	\$752	\$311	\$167	\$167	\$77	\$11,955	\$11,770	\$10,896	\$10,283
	\$6,471	\$5,483	\$5,231	\$4,037	\$3,187	\$1,030	\$426	\$230	\$228	\$106	\$13,974	\$13,722	\$12,528	\$11,678
	\$6,471	\$6,891	\$6,574	\$5,072	\$4,005	\$1,298	\$536	\$289	\$287	\$134	\$15,906	\$15,589	\$14,087	\$13,020
	\$6,471	\$8,587	\$8,192	\$6,322	\$4,989	\$1,621	\$670	\$361	\$359	\$167	\$18,236	\$17,841	\$15,971	\$14,638
	\$3,502	\$2,577	\$2,458	\$1,896	\$1,502	\$484	\$200	\$108	\$107	\$50	\$7,028	\$6,909	\$6,347	\$5,953
	\$3,502	\$4,010	\$3,825	\$2,951	\$2,338	\$752	\$311	\$167	\$167	\$77	\$8,986	\$8,801	\$7,927	\$7,314
	\$3,502	\$5,483	\$5,231	\$4,037	\$3,187	\$1,030	\$426	\$230	\$228	\$106	\$11,005	\$10,753	\$9,559	\$8,709
	\$3,502	\$6,891	\$6,574	\$5,072	\$4,005	\$1,298	\$536	\$289	\$287	\$134	\$12,937	\$12,620	\$11,118	\$10,051
	\$3,502	\$8,587	\$8,192	\$6,322	\$4,989	\$1,621	\$670	\$361	\$359	\$167	\$15,267	\$14,872	\$13,002	\$11,669
E														
	\$1,971	\$2,577	\$2,458	\$1,896	\$1,502	\$484	\$200	\$108	\$107	\$50	\$5,497	\$5,378	\$4,816	\$4,422
	\$1,971	\$4,010	\$3,825	\$2,951	\$2,338	\$752	\$311	\$167	\$167	\$77	\$7,455	\$7,270	\$6,396	\$5,783
	\$1,971	\$5,483	\$5,231	\$4,037	\$3,187	\$1,030	\$426	\$230	\$228	\$106	\$9,474	\$9,222	\$8,028	\$7,178
	\$1,971	\$6,891	\$6,574	\$5,072	\$4,005	\$1,298	\$536	\$289	\$287	\$134	\$11,406	\$11,089	\$9,587	\$8,520
	\$1,971	\$8,587	\$8,192	\$6,322	\$4,989	\$1,621	\$670	\$361	\$359	\$167	\$13,736	\$13,341	\$11,471	\$10,138

\* 90% of Manatee County Impact Fee Study adopted December 3, 2015



## Manatee County Impact Fee Schedule Effective 4/18/17\*



	Multi-Modal Transportation				Law Enforce- ment	Public Safety	Admin Sur- charge	Total Fee			
	<u>NE</u> District	<u>NW</u> District	<u>SE</u> District	<u>SW</u> District				<u>NE</u> District	<u>NW</u> District	<u>SE</u> District	<u>SW</u> District
NONRESIDENTIAL (per 1000 square feet except lodging)											
Commercial / Shopping Center	\$11,737	\$11,197	\$8,640	\$8,397	\$532	\$134	\$68	\$12,471	\$11,931	\$9,374	\$9,131
Office & Other Services	\$4,594	\$4,382	\$3,381	\$3,286	\$208	\$159	\$80	\$5,041	\$4,829	\$3,828	\$3,733
Hospital	\$5,505	\$5,252	\$4,053	\$3,939	\$249	\$159	\$80	\$5,993	\$5,740	\$4,541	\$4,427
Mini-Warehouse	\$1,040	\$993	\$766	\$744	\$47	\$111	\$56	\$1,254	\$1,207	\$980	\$958
Warehouse	\$1,482	\$1,414	\$1,091	\$1,060	\$67	\$111	\$56	\$1,716	\$1,648	\$1,325	\$1,294
Manufacturing	\$1,590	\$1,517	\$1,171	\$1,138	\$72	\$111	\$56	\$1,829	\$1,756	\$1,410	\$1,377
Light Industrial	\$2,903	\$2,768	\$2,137	\$2,076	\$131	\$111	\$56	\$3,201	\$3,066	\$2,435	\$2,374
Nursing Home	\$3,165	\$3,020	\$2,330	\$2,264	\$143	\$159	\$80	\$3,547	\$3,402	\$2,712	\$2,646
Day Care/School	\$4,241	\$4,046	\$3,122	\$3,034	\$192	\$159	\$80	\$4,672	\$4,477	\$3,553	\$3,465
Lodging (per room)	\$2,345	\$2,237	\$1,725	\$1,678	\$106	\$30	\$15	\$2,496	\$2,388	\$1,876	\$1,829

\* 90% of Manatee County Impact Fee Study adopted December 3, 2015



# Adopted Study & Fee Schedule

- Dec. 2015 impact fee study adopted
  - April 2016 effective date
- 2016 new impact fee schedule (80%)
- 2017 new impact fee schedule (90%)
- 2018 new impact fee schedule (100%)



# Procedures Manual

- Adopted in December 2017
- Processes for customer and staff
- Consistent forms
- Inconsistent interpretations clarified
  - Unit of analysis - entire building
  - Mixed use
  - Change of use, analyze each fee/fund
  - Fees for residential additions
- Clarify impact fee credit debate

Impact Fee  
Administrative  
Procedures Manual

Multimodal Transportation, Parks & Natural  
Resource, Law Enforcement, Public Safety, and  
Library Capital Facilities

December 5, 2017



# Impact Fee Program

- Day to day processing / assessing fees
- Pre-application meetings
- Tracking of New Development
- Review impact fee credit applications
- Review / processing of independent impact fee analysis applications



# Impact Fee Program

- Accounting of Impact Fee Credits
- Annual Report
- Capital Improvement Plan & CIE
  - Infrastructure Planning Group
- Internal Audit (Financial Mgmt. Dept)
- External Audit (Clerk of Court)



# Impact Fee Credits

Road Impact Fee Credits Approved and Balance Remaining					
As of 9/30/2016			Prepared ____/____/____		
Area	Credit Number	Project Name	Date Approved	Amount Approved	Balance Remaining
SE	CA-03-06	CONSOLIDATED RESOURC	06/03/03	\$6,766.00	\$1,726.00
SE	CA-03-08	CYPRESS CREEK INVESTME	10/07/14	\$661,964.00	\$0.00
SE	CA-03-09(T)	WAL-MART STORES EAST, L.P.	08/03/04	\$918,869.00	\$28,885.46
SE	CA-04-02	SEMBLER EDP PARTNERSH	11/30/04	\$365,610.25	\$269,768.75
SE	CA-04-08	UNIVERSITY COMMONS L	07/27/04	\$1,170,385.45	\$270,032.97
SW	CA-04-12	VISITING NURSE ASSOCIAT	12/14/04	\$25,239.00	\$25,239.00
SE	CA-04-14	LOCKWOOD STOR-N-MOR	11/15/05	\$20,213.28	\$2,881.46
SE	CA-04-15	REIMBURSEMENT - CENTE	04/25/00	\$492,000.00	\$1,909.86
NE	CA-05-02	VICTORIA ESTATES, LTD &	09/12/06	\$161,390.00	\$161,390.00
SW	CA-05-03	HOSPICE OF SW FLORIDA	11/15/05	\$9,185.09	\$2,396.48
SW	CA-08-03	REGIONS BANK @ BAYSHO	03/05/09	\$83,150.00	\$83,150.00
SE	CA-08-06	PANTHER RIDGE CHURCH	03/05/09	\$6,724.00	\$3,411.59
SW	CA-09-02	CORA PARKER TRUST / RO	03/04/10	\$11,528.00	\$1,023.32
NE	CA-10-07	PROPERTY RESERVE / GAT	11/08/11	\$88,218.10	\$88,218.10
SW	CA-14-03	BUIKEMA MOBILE HOME Y	06/16/15	\$61,000.00	\$19,112.77
NE	CA-15-01	PULTE GROUP / HARRISON	01/26/16	\$1,103,023.61	\$94,592.50
NE	CA-15-01	HC PROPERTIES II, LLC	04/12/16	\$301,023.61	\$301,023.61
SW	CA-15-02	LAKE FLORES I, LLC	06/16/15	\$650,080.00	\$650,080.00
SW	CA-15-03	LAKE FLORES EAST, LLC	06/16/15	\$114,720.00	\$114,720.00

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# Administration - Staffing

- Impact Fee Administrator – John Osborne
- Impact Fee Coordinator – Elaine Barker
- Impact Fee Technician – Kelsey Kappler
- Part-time Temp position – Kathleen Thompson
- Building Permits 2017
  - Commercial - 441
  - Residential – 2,634
  - Fees Collected: \$27m



# Impact Fee Revenues

## Impact Fees as of 09/30/18 (UNAUDITED)

### Road Impact Fees

NE	3,331,488
NW	1,927,259
SE	13,816,101
SW	988,096
	<hr/>
	20,062,944

Public Safety 1,089,417

Library 873,259

Law Enforcement 1,954,067

Parks	3,915,712
	<hr/>
	27,895,399

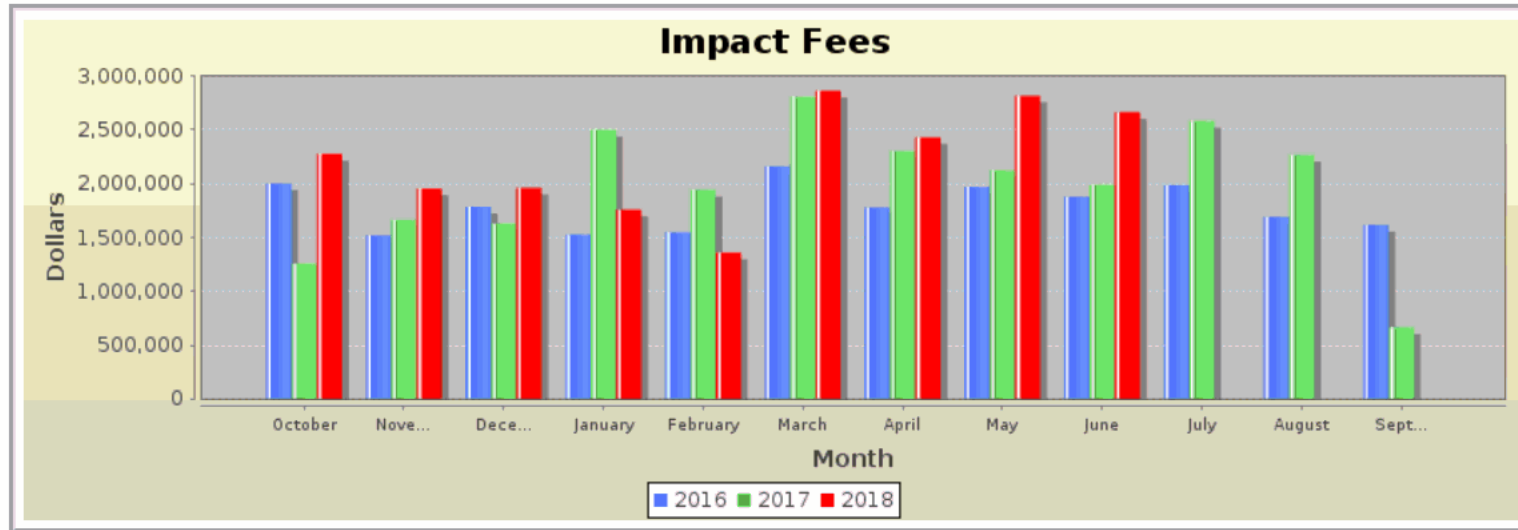
- Ensure revenues are spent consistent with:
  - Impact Fee Study
  - Code
  - Procedures manual
  - Legal requirements



## Dashboard Listing for the Impact Fees Department

### Impact Fees

#### Impact Fees



June 2018 impact fees were collected on 289 permits, a decrease of 18 permits (5.9%) from May 2018. June's net impact fee revenue was \$2,664,256, a decrease of \$155,610 (5.5%) compared to May. June's net impact fee revenue was higher (\$673,300 or 33.8%) than net revenue collected during the same period in FY 2016/2017. Additionally, fiscal year-to-date totals show revenues are 10.3% higher than during the prior year at this time.

#### Statistics for current data

Max	2,863,683
Min	500,212
Mean	1,805,156.5

Filter by Date/Set Chart Type

From date:

To date:

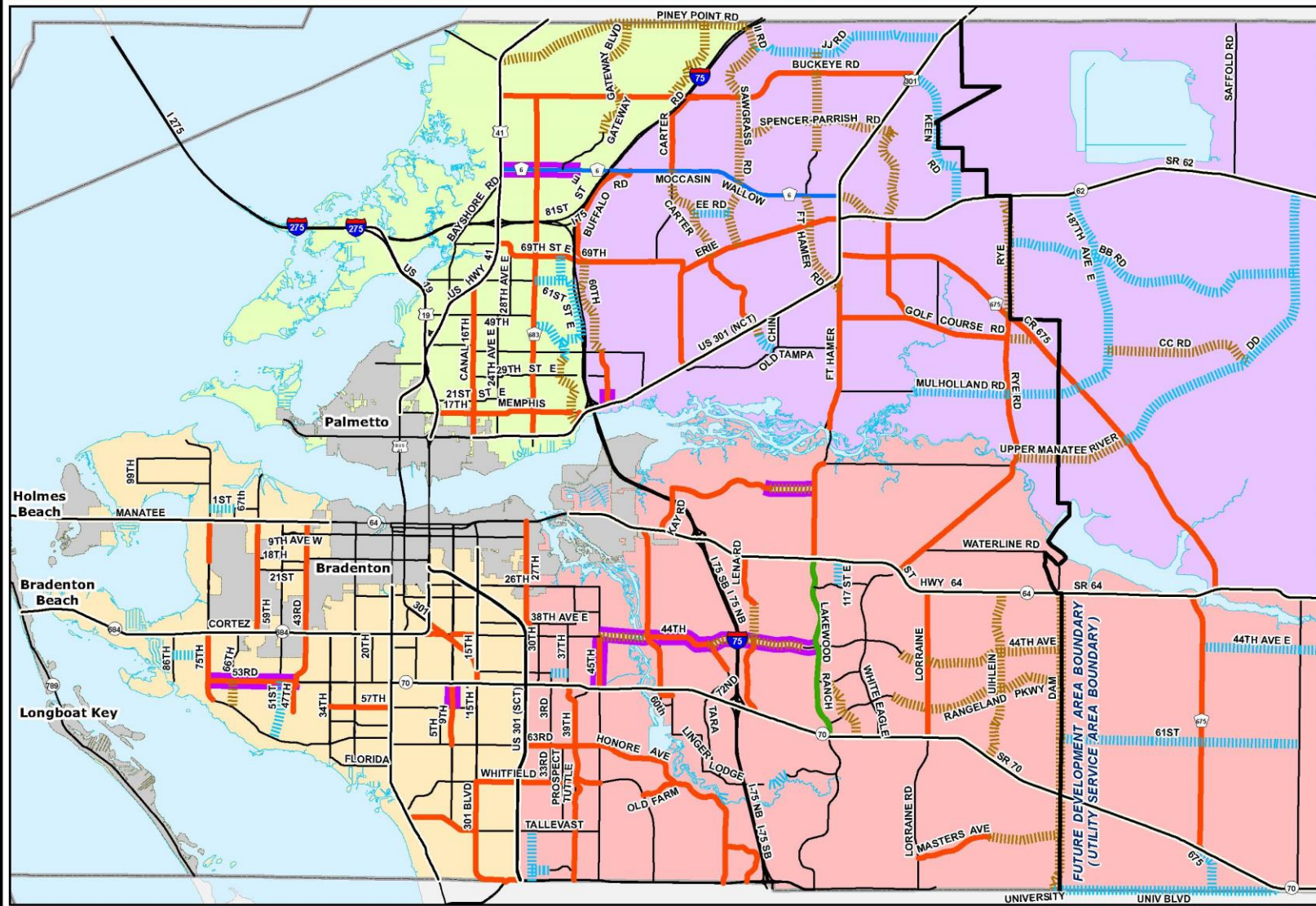


# Update Covers

- Impact Fee Study
- Procedures Manual
- Land Development Code
- Public Works Staff – Transportation Component



# ELIGIBLE IMPROVEMENTS



NO. OF EXISTING LANES	-	FUTURE LANES
2	-	4
2	-	6
4	-	6

## Proposed

0	-	2
0	-	4

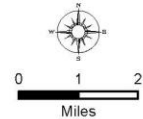
CIP Projects 2016

## ROAD IMPACT FEE DISTRICT

NE
NW
SE
SW

Capacity adding intersection improvements are also eligible

Based on Comprehensive Plan, Future Thoroughfare Map vs. Existing Lanes



UPDATED AUG. 2018

Map Author: Paul H. Creation Date: 10/2015  
 Map Document Name: C:\P\AMH\G\Info 01  
 Growth Transportation\Map Data Map June 2015  
 This map was developed by the Manatee County Geographic Information Systems Division. It is provided for general reference and is not warranted in any way. Errors from non-coincidence of features from different sources may exist. The Manatee County Board of County Commissioners shall hold harmless for inappropriate or unintended uses of the information.



# **RFP #18-R069831AEJ**

## **Consulting Services for Impact Fee and Mobility Plan Transportation Planning**





# Mobility Plan

Philosophical Approach

Public Involvement

Institutional Coordination

Components of a Mobility Plan



# Philosophical Approach

How do we establish a mobility plan?

How is the mobility plan connected to other plans and government structure?



# Philosophical Approach

“That strategy is a singular thing; there is one strategy for a given business — not a set of strategies. It is one integrated set of choices:

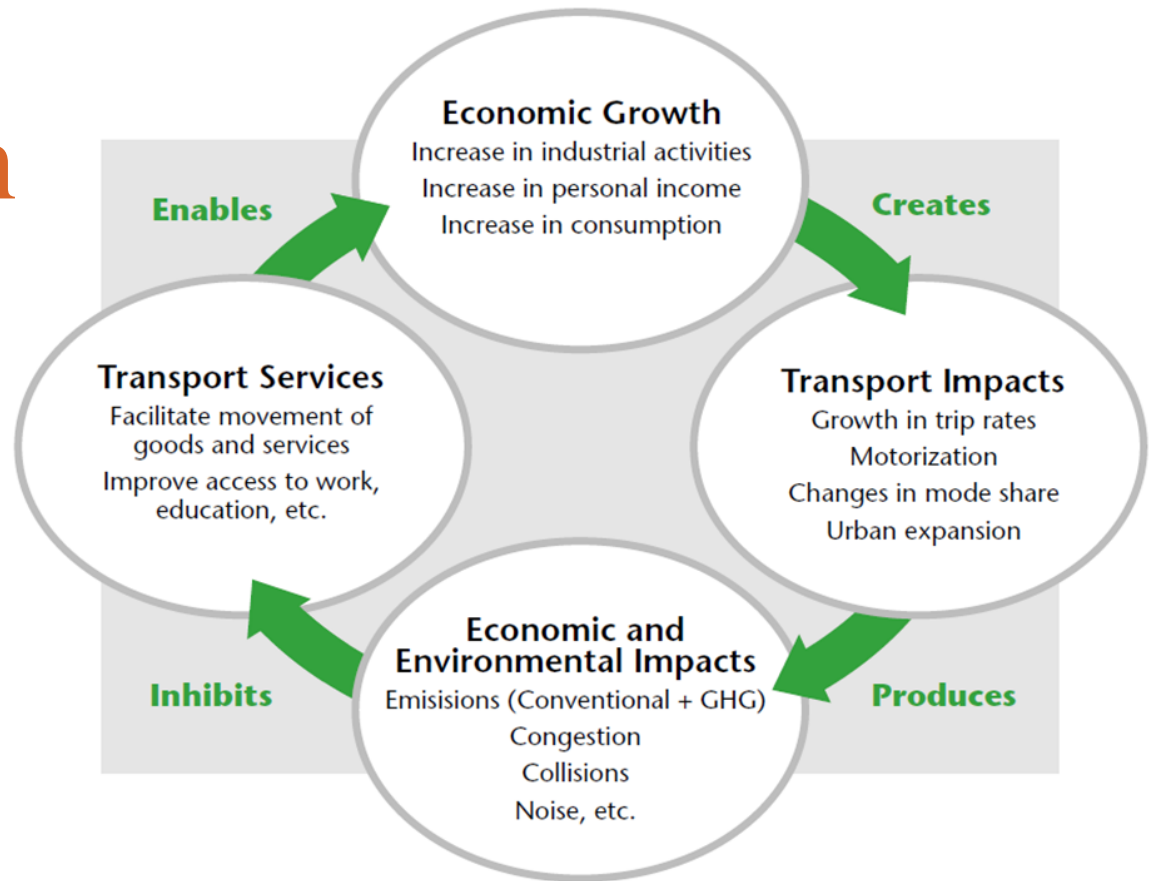
- what is our winning aspiration;
- where will we play;
- how will we win;
- what capabilities need to be in place;
- and what management systems must be instituted?”





# Philosophical Approach

Transportation  
as engine of  
economic  
development





# Philosophical Approach

How will we grow



How will we move





# How will we move?



# How will we move

**From Efficient Streets**



**to Effective Streets**



# How will we move

From Efficient Streets

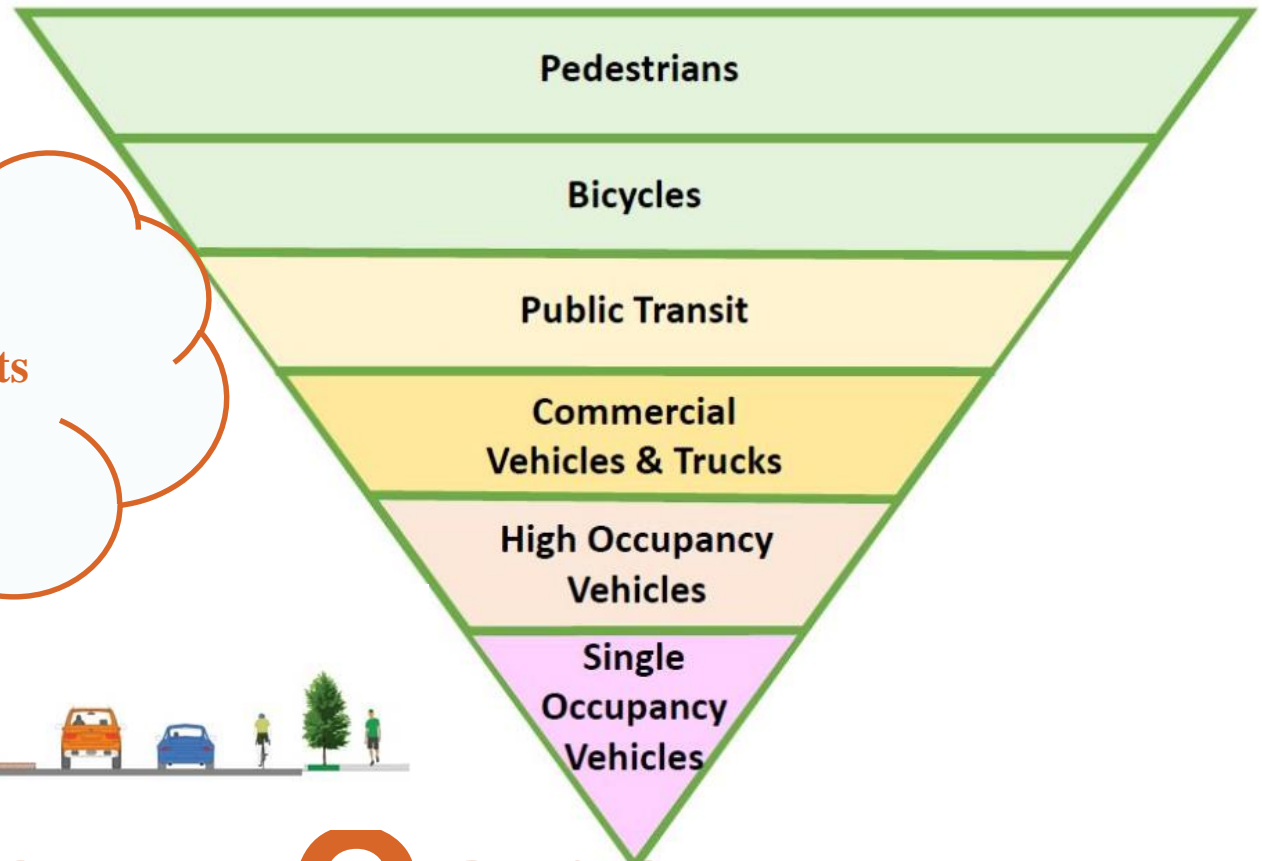


**People > Cars** to Effective Streets



# How will we move

From Efficient Streets  
to Effective Streets



# People > Cars



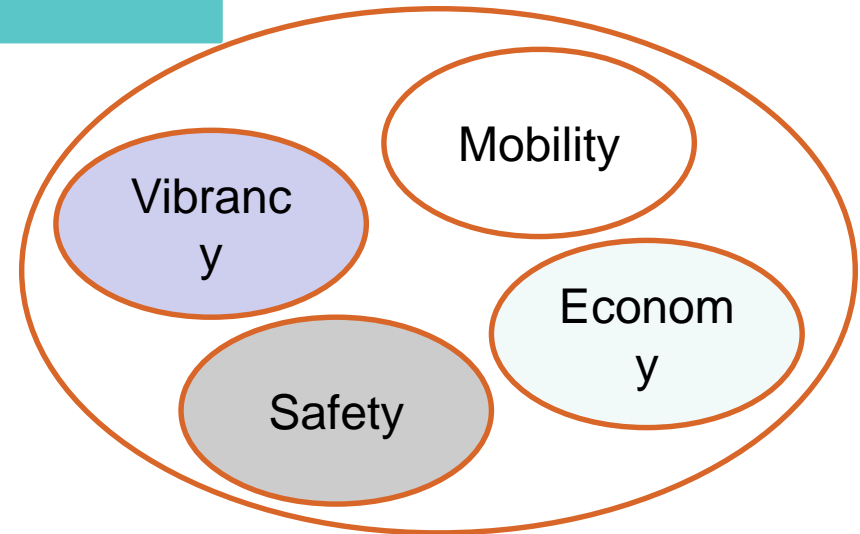
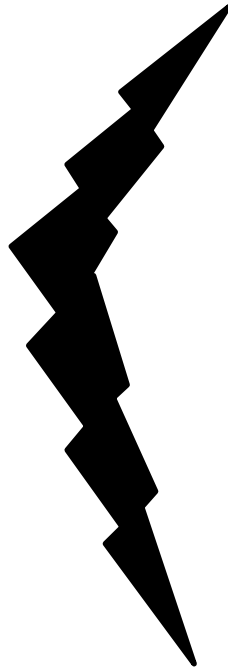
# How will we move?

## LOS vs Complete Streets

Traffic Volumes



Number of Lanes



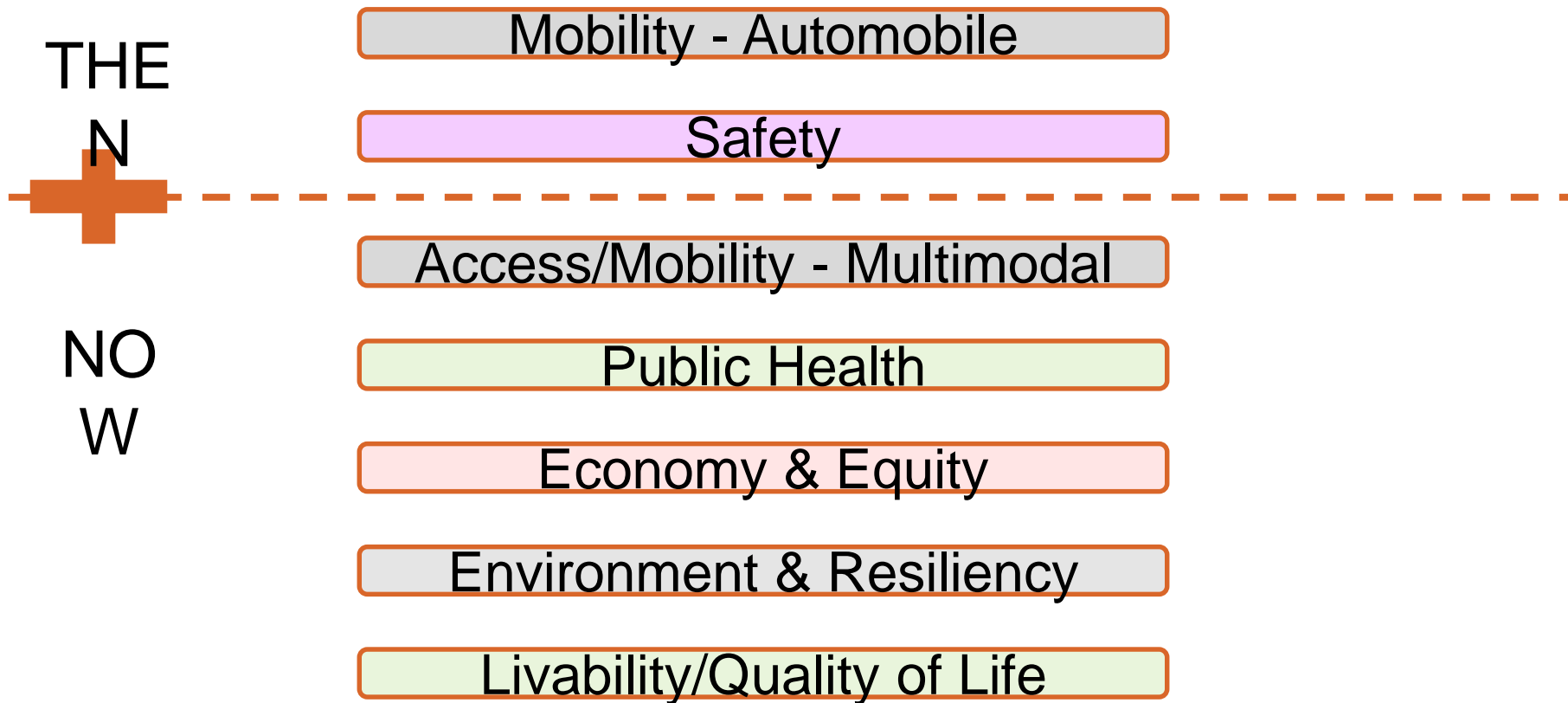
Complete Street  
Scorecard

Vision: From Collecting Cars to Connecting  
PEOPLE



# How will we move?

## Performance Measures



**Vision: From Collecting Cars to Connecting PEOPLE**



# How will we move?

**From** Level of Service for Cars

**To** Level of Mobility for People



# How will we move?

## CHANGES TO DEMAND:

- Promoting public transportation (transit)
- Promoting bicycle transportation
- Promoting pedestrian transportation
- Promoting intermodal transportation
- Influencing car demand
- Impact human behavior

## Improved Mobility / Accessibility

## CHANGES TO SUPPLY:

- Improving utilization and allocation of capacity
- Increasing capacity utilization of vehicles
- Improving the temporal spread of traffic volume
- Reducing impacts of incidents
- Execute road works & maintenance compatibly to traffic flow





# Public Involvement

Citizen organizations

Private  
Sector



Media

Educational Institutions



# Institutional Coordination

Sustainability

Health

Safety

Environment

Land Use





# Components of a Mobility Plan

**Definition**

**Purpose**

**Scope**

**How does it work?**



# Components of a Mobility Plan

## Definition

Strategic plan designed to satisfy the mobility needs of people and business in Manatee County for better quality of life. It builds on existing planning practices and innovative methods considering integration, participation and evaluation principles.



# Components of a Mobility Plan

## Purpose

- Improve **safety and security**;
- Improve the **efficiency and cost-effectiveness** of the transportation of persons and goods;
- Contribute to enhancing the **attractiveness and quality of life** in Manatee County in terms of build environment;
- Reduce if possible air and **noise pollution, greenhouse gas emissions and energy consumption**;



# Components of a Mobility Plan

## Scope

- Cover **all modes and forms of transportation** in the entire County;
- Include public and private, passenger and freight, motorized and non-motorized, moving and parking.  
**Holistic.**



# Components of a Mobility Plan

## How does it work?

- A participatory approach;
- A sustainability component;
- An integrated approach (transport, land use, environment, economic development, social inclusion, health, safety,
- A focus on achieving measurable targets (short, middle & long term)
- A review of transportation cost and benefits towards integration
- A method of compromising a) status analysis and baseline scenario, b) definition of vision, objective and targets, c) selection of policies and measures, d) assignment of responsibilities and resources, e) arrangement of monitoring and evaluation.





# Components of a Mobility Plan

## MOBILITY PLAN

### Transport

of people and goods

### Vision

How Manatee County will be in 25+ years from today

### Mobility

being mobile, not necessarily transporting something

### Participation

Of citizens and stakeholders

### Quality of

**Life** Expressed in space for people, less traffic, time and cost savings, mobility solutions, better air, less noise, improved health and reduced health cost.

### Integration

Of all relevant sectors, disciplines and decision-making levels

### Human Needs

To move freely, safe, efficient and at affordable prices

### Sustainable

Economy + environment + ecology + generational transactions

### Planning Culture

Holistic approach moving away from engineering to infrastructure based app

### Area Type

Encompassing urban, suburban and rural areas to its function

### Evaluation

Focusing on achievable and measurable targets (performance measurements)

### Strategic Plan

Resulting from a process building on existing and innovative planning practices

### Accessibility

Mainly of urban areas and their services

THANKS





# Insurance

- Workers' Compensation: statutory limits.
- Automobile Liability: \$1,000,000 combined single limit or \$500,000 Bodily Injury and \$500,000 Property Damage
- Employers' Liability:
  - not less than \$100,00 for each accident; \$500,000 Disease each employee; \$500,000 Disease policy limit
- Comprehensive General Liability Insurance:
  - not less than \$1,000,000.00 per occurrence
  - \$2,000,000.00 Aggregate

Please see Attachment D of the RFP for further details



# Trade Secrets

- Proposers must identify any trade secret being claimed in accordance with Florida Statute and the instructions in Exhibit 2 of the RFP.
- **Designation of the entire Proposal as ‘Trade Secret’, ‘Proprietary’ or ‘Confidential’ is not permitted and may result in a determination that the Proposal is non-responsive and therefore will not be evaluated or considered.**
- Trade secret material must be segregated from the portions of the Proposal that are not being declared as trade secret.



# Evaluation Criteria

Criteria	Maximum Points
Approach	60
Capacity	15
Proposer and Team's Experience	15
Fee Proposal	10

\* If interviews/presentations are not conducted, no points will be given for this criterion.



# Proposal Response

- Tab 1 – Introduction
- Tab 2 – Minimum Qualification Requirements
- Tab 3 – Forms
- Tab 4 – Trade Secrets
- Tab 5 – Proposer Statement of Organization
- Tab 6 – Proposer and Team's Experience
- Tab 7 – Capacity
- Tab 8 – Approach



# Mistakes That Could Cost You!

- Delivering the response after the deadline.
- Failing to provide the information requested for the “Minimum Qualifications”
- Not presenting questions regarding minimum requirements, scope/specifications, terms and conditions, or other provisions prior to the deadline for delivery of questions.





# Mistakes That Could Cost You!

- Providing information that is not legible, too small or blurry.
- Failing to acknowledge addenda.
- Failing to sign the response.



# Lobbying Limitation

- The limitation against lobbying begins at the date and time solicitations advertise and ends upon execution of the final contract.
- All inquiries/communications regarding RFP must be submitted to [purchasing@mymanatee.org](mailto:purchasing@mymanatee.org)
- Attn: Jacob Erickson

# Non-Mandatory Information Conference

## RFP No. 18-R069831AEJ - Consulting Services for Impact Fee Update and Mobility Plan

DATE: January 8, 2019 TIME: 11:00 AM

TELEPHONE	NAME (PLEASE PRINT)	COMPANY NAME
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