



SMALL TOWN, BIG BEACH™

DATE: August 31, 2022

ISSUE: Professional services proposal from Skipper Consulting, Inc. to provide On-Call Traffic Engineering Services as needed to review Traffic Impact Studies (TIS).

RECOMMENDATION: Accept professional services proposal from Skipper Consulting, Inc. in amount not to exceed \$100,000 to provide On-Call Traffic Engineering Services as needed to review Traffic Impact Studies (TIS) submitted by developers.

BACKGROUND: The City recently adopted new guidelines for Multi-Family and Townhome Developments which includes requirements for developers to submit a TIS and mitigation plan to offset traffic impacts. In addition to these new guidelines, Chapter 21, Article IV of the Code of Ordinances of the City, TIS's are required for the development and redevelopment of property if warranted. These requirements are administered through the City Planning Department and the office of the City Engineer. Staff will utilize Skipper in an on-call capacity to assist in this process. Skipper's role in this process will be as defined by the City on a case-by-case basis and could include:

1. Participation in telephone and video conferences with City staff to discuss project and anticipated services required on specific projects and developments.
2. Participation in telephone, video conferences and meetings with City staff and development teams where the requirements for performing TIS will be discussed (scoping meetings).
3. Coordination with City staff and members of developer design teams as required to facilitate the study process as defined by Code of the City of Gulf Shores
4. Conduct a review of TIS documents submitted by developers to the City of Gulf Shores.
5. Provide documentation to the City of Gulf Shores of the findings of the Consultant's review.

The intent of this review will be to determine the validity of data collected, ensure the methods and procedures of the City were adhered to in the study, examine the findings of the study to determine if they are reasonable and correct, coordinate the review with the City in preparation of responses to agencies submitting studies for review, and make recommendations to the City of additional data to be collected or analysis to be conducted.



The fees for these on-call services will be included in the Subdivision and Zoning fees administered by the Planning and Zoning Department. The proposed Fee Schedule is as follows:

- 1. Traffic Impact Study Consultant Review Fees:
 - a. Small Multi-family or Townhouse Development \$3,000
 - b. Medium Multi-family or Townhouse Development \$4,000
 - c. Large Multi-family or Townhouse Development \$5,000
 - d. Rezoning or Planned Unit Development applications
 - Resulting in 200 or more PM peak hour trips \$5,000
 - e. Subdivisions containing up to 50 lots \$3,000
 - f. Subdivisions containing 51 to 100 lots \$4,000
 - g. Subdivisions containing more than 100 lots \$5,000
 - h. Site Plans exceeding the following development densities:
 - i. Retail (25,000 gross square feet) \$5,000
 - ii. Office (60,000 gross square feet) \$5,000
 - iii. Industrial (90,000 gross square feet) \$5,000
 - iv. Educational (30,000 square feet or 250 students) \$5,000
 - v. Lodging (150 rooms) \$5,000
 - vi. Medical (25,000 gross square feet) \$5,000

PREVIOUS COUNCIL ACTION: City Council adopted the Multi-Family and Townhome Guidelines and the Major Street Plan.

BUDGET IMPLICATIONS: Funding for these professional services proposal is included in Planning and Zoning Department’s proposed amendment to their Subdivision and Zoning Fees.

RELATED ISSUES: Planning and Zoning Fee Amendment

ATTACHMENTS: Skipper Consulting Professional Services Proposal

DEPARTMENT: Engineering

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