

**..Title**

**US HWY 17-92 CRA** – Consider approval of Seminole County’s request in the amount of \$25,000 to fund Task #2 of the Oxford Place at Fern Park Redevelopment Implementation. District 4 – Henley (Sonia Nordelo)

**..Department**

County Manager’s Office

**..Division**

Economic Development Division

**..Authorized By**

Nicole Guillet

**..Contact/Phone number**

Sonia Nordelo - 407-665-7133

**..Motion/Recommendation**

1. Recommend approval of Seminole County’s request in the amount of \$25,000 to fund Task #2 of the Oxford Place at Fern Park Redevelopment Implementation; or
2. Deny approval of Seminole County’s request in the amount of \$25,000 to fund Task #2 of the Oxford Place at Fern Park Redevelopment Implementation ; or
3. Continue to a time and date certain.

**... Background**

On July 24, 2012, the Board of County Commissioners (BCC) approved the CRA Master Plan Update which identified the Oxford Road Area as one of the most important catalyst sites along the corridor because of its regional attraction to the marketplace and its pivotal position on the transportation network. At that time, the construction of the flyover at the intersection of US 17-92 and SR 436 by FDOT had been funded and had commenced generating a great deal of interest in area real estate.

On February 26, 2013, the CRA authorized partial funding of the Oxford Road Area Redevelopment Plan (Plan) in the amount of \$75,000. VHB Miller Sellen, the project consultants, then recommended that the County engage an Urban Land Institute (ULI) Technical Advisory Panel (TAP) to bring developers with the pertinent project experience together to review and comment on the draft Plan and proposed policies.

On February 25, 2014 the CRA approved funding in the amount of \$10,000 for the ULI TAP review. Upon its review, the TAP made recommendations for policies and activities that would benefit the redevelopment of this site.

On July 22, 2014, the BCC directed staff to begin implementation of the recommendations. VHB Miller Sellen presented the attached proposal to Seminole County for the additional services required to implement the Plan. Seminole County is now requesting the CRA fund \$25,000 for Task #2 of the scope, which is to draft the Oxford Place Mixed Use Development Overlay District.

The request furthers implementation of the following Goal, Objectives, and Policies of the US-17-92 Corridor Redevelopment Master Plan:

- **Goal:** Promote and provide a cohesive, economically sustainable, and functional built environment throughout the entire US 17-92 corridor.
  - **Objective 2:** Eliminate existing blight and prevent the continued degradation of physical and social environment within the CRA jurisdictional boundary and surrounding community.
    - **Policy 2.1:** Encourage privately-initiated rehabilitation of substandard and unsightly structures, signs, landscape and parking areas through available funding programs. Provide matching grants contingent upon design compliance with Corridor Redevelopment Master Plan redevelopment framework standards and perpetual maintenance agreement.
  - **Objective 3:** Establish context-sensitive development framework guidelines that develop redevelopment pattern appropriate for different portions of the US 17-92 corridor.
  - **Objective 5:** Establish a sustainable land use pattern that accommodates both pedestrian and vehicles, provides for a mixture of uses within parcels, improves pedestrian connectivity to adjacent residential communities, and encourages the infill of new residential housing where appropriate.

**...TAC Recommendation**

The Technical Advisory Committee approved the additional services requested by Seminole in the amount of \$25,000 to fund Task #2 of the Oxford Place at Fern Park Redevelopment Implementation on 9/29/2014.

**...Staff Recommendation**

Staff recommends approval of the additional services requested by Seminole in the amount of \$25,000 to fund Task #2 of the Oxford Place at Fern Park Redevelopment Implementation.

**.. Attachments**

N/A

Scope of Work  
Oxford Place at Fern Park  
Redevelopment Implementation

Master Consultant Services Agreement  
General Planning and Urban Development  
RFP-8721-13-/DDR

**I. Project Description**

Based upon the acceptance of the Oxford Road Long Range Redevelopment Plan (Redevelopment Plan), dated July 2014 by the Seminole County Board of County Commissioners (BCC) on July 22, 2014, the BCC directed staff to begin implementation of the recommendations presented in the Redevelopment Plan. Direction from the BCC included:

- Finalize the design of the several typical cross-sections for Oxford Road, Fernwood Boulevard and Fern Park Boulevard.
- Begin the design and engineering needed for the for Oxford Road improvements as presented in the Redevelopment Study.
- Initiate discussions with Mr. Rick Birdoff, the majority property owner in the area to address:
  - Dedication of land for the Oxford Road right-of-way (ROW).
  - Dedication of land to accommodate stormwater management requirements for the roads and redevelopment area.
  - Dedication of land for green/open space as envisioned in the Redevelopment Plan.
- Initiate discussions with other property owners whose property abuts the Oxford Road ROW.
- Draft a Mixed Use Development Overlay District for inclusion in both the Seminole County and City of Casselberry land development codes. The Overlay District will address the Study Area as identified in the Redevelopment Plan, and will include provisions for incentivizing and streamlining development consistent with that plan.

This Scope of Work and the following Task descriptions is designed to implement the direction of the BCC and is proposed as a new Work Order under the Master Consultant Services Agreement General Planning and Urban Development for RFP 8731-13/DRR, dated January 6, 2014.

**II. Scope of Work**

**Task 1**

## **1.0 Implementation of Oxford Road and Related Improvements**

VHB and RM Strategies, Inc. will assist County Staff in the implementation of the planning design of Oxford Road and Fernwood Boulevard as envisioned in the Redevelopment Plan by providing the following professional services:

### **1.1 Coordination with County Staff.**

VHB and RM Strategies, Inc. will coordinate with County Staff and their engineering consultants to finalize the design of the several typical cross-sections proposed in the Redevelopment Plan for Oxford Road and Fernwood Boulevard. This work effort will provide the framework for discussions with area property owners regarding the dedication of ROW, or condemnation of property, to allow the construction and reconstruction of Oxford Road from SR 436 to US 17-92 as well as the reconstruction of Fernwood Boulevard.

Coordinate with County Engineering staff and their consulting team to establish the area necessary to accommodate stormwater management for road improvements and redevelopment in the Oxford Road Area.

Deliverables:

- Memorandum documenting the design of the several typical cross-sections for both Oxford Road and Fernwood Boulevard and stormwater requirements.

### **1.2 Coordination with Mr. Rick Birdoff**

VHB and RM Strategies, Inc. will meet with Mr. Rick Birdoff his successors or assigns to discuss the dedication of ROW and related property to accomplish the following:

- Provide for the extension of Oxford Road/Fern Park Boulevard thru his property to US 17-92.
- Establish proposed areas necessary to accommodate stormwater management for road improvements and redevelopment for the Oxford Road Area.
- Establish the park and green/open space area envisioned by the Redevelopment Plan.
- Based upon the determination of the typical cross-section requirements in the Redevelopment Plan, address the disposition of ROW that may no longer be required for Fernwood Boulevard.

This work task will include the preparation of maps illustrating the preliminary alignment of Oxford Road/Fern Park Boulevard as illustrated in the Redevelopment Plan and the extent of right of way required based on the typical cross sections. These maps will be for preliminary discussion only and will be superseded by road design cross-sections and right-of-way maps prepared by the County Engineer upon completion of the Oxford Road engineering design.

This will be done in collaboration with the County Engineer and will reflect the results of geotechnical investigation, by others, required in conjunction with preliminary engineering work tasks. Early discussions will focus on the conditions required for achieving the dedication agreement required for construction to move forward and to inform construction plans before they are 30% complete. After this point, discussion will focus on finalizing the Dedication Agreement for the ROW and related stormwater and open/green space improvements.

VHB and RM Strategies Inc. will coordinate work efforts with the County Attorney, Engineer, Geotechnical Expert, Surveyor and Appraiser to assure that discussions are properly informed and VHB has the most up to date information regarding the need, location and cost associated with the required dedication of land.

Deliverables:

- Initial Memorandum of Understanding with property owner regarding the components and conditions for the dedication of land for ROW, stormwater management and green space based upon the recommendations of the Redevelopment Plan
- Preliminary Memorandum of Understanding based on preparation of 30% plans by the County Engineer
- Recommended conditions for dedication agreement

### **1.3 Coordination with Other Oxford Road Property Owners**

VHB and RM Strategies, Inc., in coordination with the County Attorney, Engineer, Surveyor and Appraiser will enter into discussions with other property owners potentially affected by the proposed typical cross sections and related ROW requirements for Oxford Road/Fern Park Boulevard and Fernwood Boulevard as shown in the Redevelopment Plan. These discussions will be preliminary in nature for the purpose of understanding: the potential impact on the effected properties; business or other factors that could be barriers to implementing the Redevelopment Plan; and, the potential options for the County to acquire ROW. Based on the completion of 30% engineering plans by the County Engineer, VHB will prepare maps demonstrating the effect of the ROW requirements on adjacent and affected properties. These maps will be utilized in discussions with property owners to determine the effect on the parent tract and identify any property remaining after the right of way is overlaid on the parent tract in an effort to identify any mitigating measures that can be taken short of the County initiating condemnation proceedings.

To prepare for these meetings VHB and RM Strategies, Inc. will meet with the County Engineer and Surveyor to confirm ROW boundaries, meet with the County

appraiser to understand property values of similarly situated properties and meet with the County Attorney to confirm the County standing and negotiation position in enforcing the current ROW requirements and any new ROW requirements.

Deliverables:

- Memorandum Documenting Preliminary Meetings with Property Owners
- ROW and Property Maps (Based on 30% Engineering Plans prepared by the County Engineer and his Consulting Team)
- Final Memorandum and Recommendations to County based on meeting with property owners. (Based upon completion of 30% engineering plans prepared by County Engineer for Oxford Road.

#### **1.4 Consulting Attorney.**

In the event that Seminole County requires the services of a Consulting Attorney to assist the County Attorney in the development of land dedication strategies or structuring agreements with property owners, VHB will include the professional services for placing an attorney on our team. The decision on the attorney will be made in coordination with the County Manager and County Attorney. VHB has allocated a fee of \$15,000 for this Task. VHB shall not be responsible for any costs beyond this allocation.

Deliverables:

- Memorandum and or input from consulting Attorney advising County Attorney on certain aspects of the land dedication strategy for Oxford Road.

#### **Task 2**

##### **2.0: Draft Oxford Place Mixed Use Development Overlay District**

VHB will prepare a draft Oxford Place Mixed Use Development Overlay District for inclusion in the Seminole County and City of Casselberry land development codes. The District will be designed to be consistent with applicable provisions of the Seminole County Comprehensive Plan and incorporate the best features of the existing zoning districts now on the property. The District will be designed to incentivize the redevelopment program envisioned for the Redevelopment Plan and will also incorporate recommendations for streamlining approvals where consistent with the Redevelopment Plan. VHB will consider the requirements of the City of Casselberry Comprehensive Plan and Land Development Code in an effort to assure consistency and compatibility with adjacent development in that City.

VHB will assist the Seminole County Planning Department in the adoption of the district by attending one work session and one meeting of the Local Planning

Agency (LPA) and one work session and one meeting of the BCC to present the provisions of the District and assist in answering any questions regarding the application of the District. VHB will make changes to the draft as required by the Planning Department, LPA or BCC.

VHB will have discussions with the US 17-92 CRA on the Overlay District to assure compatibility, and with the Florida Department of Transportation (FDOT) to coordinate the Oxford Road improvements.

**Deliverables:**

- Draft Oxford Place Mixed Use Development Overlay District
- Up to a total of five meetings with Staff, LPA and BCC.
- Meet with City of Casselberry Staff and City Commission to insure compatibility with city Regulations
- Memorandum on discussion with the with the U.S. 17-92 CRA on the Overlay District requirements.
- Memorandum on discussion with FDOT coordination efforts on the Oxford Roaimprovements.
- Final Draft of Oxford Place Mixed Use Development Overlay District

**Client Furnished Information**

VHB will rely upon the accuracy and completeness of any Client-furnished information in connection with the performance of services under this Agreement. Client shall provide VHB with project-related technical data as available.

**Services Not Included**

The following services are not included in this Work Order:

- Roadway Engineering
- Surveying
- Appraisal
- Geotechnical

**Schedule**

VHB will begin performance of the above services on the date written authorization to proceed is received. The work described in Task 1 is to be performed in conjunction with the work schedule established by the County Engineer, but not to exceed 15 months from initiation of this work order. for the Oxford Road Planning, Design and Engineering Study. A draft of the work described in Task 2 is to be completed within 90 days from receipt of a Work Order from Seminole County. The Schedule is also subject to timely delivery of information promised by the Client and is exclusive of Client and local review of interim products.

**Compensation**

The fee for the Work Order described in Tasks 1.0 and 2.0 shall be a lump sum of \$215,000 plus reimbursable expenses. Hourly rates and allowed reimbursable expenses have been established in the VHB Master Consultant Services Agreement RFP-8721-13-/DDR.

A breakdown of the fee shall be as follows:

Task 1.1: \$15,000

Task 1.2: \$110,000

Task 1.3: \$50,000

Task 1.4: \$15,000

Task 2.0 \$25,000

The budget estimate for eligible reimbursable expenses is \$10,000.

The lump sum fee shall be paid in four equal installments beginning 90 days from initiation of the Work Order. Installment payments shall be made every 90 days, except the final payment shall not be due by the County until completion of the project or 450 days from initiation of the Work Order, whichever occurs first.