



## Agenda Item Summary

---

**File #: 24-00381**

**Agenda Date: 6/25/2024**

---

**Agenda Item Name:**

**Agreement 14136 with Kittelson & Associates, Inc. for the Preparation of the Alachua Countywide Bicycle-Pedestrian Master Plan.**

**Presenter:**

Alison Moss, Transportation Planning Manager, 352.491.4574  
Theodore White, Procurement Manager, 352.374.5202

**Description:**

Agreement 14136 with Kittelson & Associates, Inc. for the Preparation of the Alachua Countywide Bicycle-Pedestrian Master Plan, in the amount Not to Exceed amount of \$254,700.00.

**Recommended Action:**

Approve and authorize the Chair to execute Agreement 14136 with Kittelson & Associates, Inc. for the Preparation of the Alachua Countywide Bicycle-Pedestrian Master Plan, in the amount Not to Exceed amount of \$254,700.00.

**Prior Board Motions:**

January 9, 2024, the Board approved the ranking of Request for Proposal (RFP) 23-426-DK Alachua County Wide Bicycle-Pedestrian Master Plan and University of Florida Supplement and authorized staff to negotiate an agreement with the top ranked firm: Kittelson & Associates, Inc. Item 24-00018

**Fiscal Note:**

Budget for this project, \$254,700.00, is available in 008.65.6509.549.34.00 assuming approval of Agenda Item 24-00553.

Per the terms of an Interlocal Agreement, the MTPO agrees to fund the preparation of the Alachua Countywide Bicycle-Pedestrian Master Plan in the amount of \$254,700.00. Upon the execution of the contract with the Consultant, the County shall invoice the MTPO for any amount due at the time of execution. The County shall invoice the MTPO for any subsequent amounts due to the Consultant after the execution of the contract, up to \$254,700.00. The MTPO agrees to make payment to the County within 30 calendar days of receipt of the invoice from the County.

**Strategic Guide:**

Public Safety, Infrastructure

**Background:**

The purpose of the Alachua Countywide Bicycle-Pedestrian Master Plan is to make walking and biking

attractive transportation choices for residents and visitors of all ages and abilities. It aims to do so through the creation of goals, policies, programs, and projects that will make walking and biking safer, more comfortable, and more convenient.

On January 9, 2024, the Board approved the ranking of Request for Proposal (RFP) 23-426 Alachua Countywide Bicycle Pedestrian Master Plan and authorized staff to negotiate an agreement with the top ranked firm: Kittelson & Associates, Inc.

Staff have since reached a final negotiated scope of work and fee not to exceed \$254,700.00

RFP 23-426-DK Alachua County Wide Bicycle-Pedestrian Master Plan and University of Florida Supplement was released August 9, 2023. The deadline for receipt of RFP 23-426-DK Alachua County Wide Bicycle-Pedestrian Master Plan and University of Florida Supplement was September 13, 2023; five (5) vendors responded. Proposals were excluded during the evaluation process and were not part of the final evaluation for Patel, Greene and Associates, LLC and Toole Design Group, LLC.

The project details can be found here:

<https://procurement.opengov.com/portal/alachuacounty/projects/50831>