

Exhibit “A”

Scope of Services for Big Creek Parkway Phases 3 and 4 Planning Study

Draft as of March 2013

Project Background:

In 2008, the City of Roswell embarked on a comprehensive Planning Study to find alternatives moving east and west over SR 400/US 19 without using Holcomb Bridge Road (SR 140). This new connection would not provide access to SR 400 but rather allow local trips to bypass the congested regional interchange at Holcomb Bridge Road and SR 400. Previously known as the “Northern Connector” and “Big Creek Bridge Road”, the Big Creek Parkway, as it is now called, connects Holcomb Bridge Road west and east of the SR 400/US 19 interchange via a new bridge over SR 400 between exits 7 and 8. The new roadway includes connections to Warsaw Road, Old Alabama Road, and Holcomb Woods Parkway. As development of the planning study advanced, potential new connections east and west of and parallel to SR 400 between the new Big Creek Parkway and Mansell Road were identified but not studied. This Planning Study will comprehensively review both corridors for potential roadway, sidewalk, bicycle, pedestrian and multi-use trail connections. In addition, connections between Mansell Road and Westside Parkway west of SR 400 will be investigated.

The results of the study include the provision of a preferred alternative for both the western and eastern connecting roadways, an analysis of potential future land use in the study area, basic design plans showing how the corridor would appear on the ground, and detailed cost estimates for design, utility relocation, right-of-way acquisition, and construction.

The attached map shows the conceptual alignment of Big Creek Parkway Phases 3 and 4 as well as a conceptual alignment of Big Creek Parkway, currently in design. The Study Area will include areas east and west of SR 400 between the approximate location of Big Creek Parkway to Mansell Road to North Point Parkway east of SR 400 and continuing to Westside Parkway west of SR 400 using the existing Mansell Road/Duke Drive and/or Mansell Road/Davis Road intersections.

The project appears in the FY 2012-2017 Atlanta Regional Transportation Improvement Program as FN-283/PI# xxxxxxxx.

Scope of Work:

Task 1 – Outreach

Public Involvement Plan

The Consultant Team will prepare a Public Involvement Plan indicating all facets of outreach including those with City staff and the Mayor and City Council via Work Session. The Plan should include a tentative schedule of when meetings or work sessions will be held. The Plan should remain open to revision throughout the life of the Study and adjust based on feedback during major milestones.

Stakeholder and Public Involvement

The Consultant Team will use a variety of public involvement techniques and coordination to inform the public of the study progress and provide focused input during key times in the study. A primary element of the plan is coordination with stakeholders through two committees:

- **Community Advisory Committee:** This group would include City staff, the Consultant, property owners within the study area, and other stakeholders as defined.
- **Technical Stakeholder Committee:** This group would include City staff, the Consultant, the Georgia Department of Transportation, MARTA, the City of Alpharetta, The North Fulton CID, and others as defined.

Providing the public with an opportunity to have input on issues and potential solutions helps designers know what challenges users of the study area face. The Consultant Team will use traditional and innovative techniques to conduct outreach to the community including traditional public meetings and online public meetings. In addition, the Consultant will provide information that will be loaded on the City's website.

Stakeholder Meetings

The Consultant Team will assist the City in the establishment and coordination of the two committees listed above throughout the study. Over the life of the study, a minimum of five meetings of each committee should be scheduled. If necessary, joint meetings can be scheduled at major milestones. If possible, the meetings should be scheduled on the same day to minimize travel time and should be held in the study area or areas adjacent to the study area. The Consultant Team will determine the appropriate milestones to include the Stakeholder Groups with input from the City staff.

Public Information Meeting

Over the past five years, use of traditional public meetings has proven to be ineffective in engaging the public. More often than not, the only citizens that show up have something to address that usually does not include the project itself such as local

politics or other capital projects. For this study, the Consultant Team will hold one public meeting using the open house format at the end of the project displaying the preferred alternative prior to the study being accepted by the Mayor and City Council.

Online Public Meetings

The City has been using a relatively new format to engage citizens. Called GotoWebinar, citizens use the Internet and a call-in feature to ask questions for staff and have instant engagement with the public. While the choice of software can be different, this meeting format should be the primary method of outreach to the public. Based on the schedule, there should be a minimum of two online meetings focused on the early and middle parts of the study development. The Consultant Team may be asked to hold more online meetings based on community feedback as the study progresses.

Mayor and City Council and North Fulton CID Board Work Sessions

Obtaining input from the Roswell Mayor and City Council is paramount during study development. Using the Stakeholder Meetings or Public Meetings (both discussed above) as milestones, the Consultant Team will be prepared to brief the Mayor and City Council. It is expected the Mayor and City Council will be briefed at least three times over the life of the study – kickoff/visioning, alternatives development, preferred alignment. In addition, given the restricted timeframe to schedule such meetings, it is important for the Consultant Team to remain flexible as Work Sessions can be rescheduled with little notice. Finally, the Consultant Team should be available to brief the North Fulton CID Board up to two times throughout the study development as they are our partner on this study effort.

Materials for the City Website and Social Media

In line with using online meetings, the Consultant Team will provide information for review using the City's website and for use on the City's social media sites (i.e. Facebook, Twitter). The site will include a schedule of events, information on the study purpose and products, minutes of meetings, and materials used in the public meetings. The site can also host surveys and other feedback materials for the study. Visitors to the site will have the opportunity to provide their input via a comment form that can be completed and returned via email, mail, or fax or through the website module. The website and social media will be updated as appropriate usually after milestones or meetings. The site and information for the social media will be hosted and maintained by the City.

Deliverables:

- Public Involvement Plan
- Meet with Stakeholder Groups
- Organize one traditional and two online Public Meetings
- Participate in Mayor and City Council and NFCID Board Work Sessions
- Provide materials for City website

- Summarize all stakeholder and public feedback into a Final Report as part of the completed study
- Purpose and Need?

Task 2 – Inventory and Environment

Existing Conditions

A comprehensive review of the existing conditions shall be performed including but not limited to the identification of existing land uses, topographic conditions, and where possible, traffic volumes. A comprehensive review and summarization of all existing studies that have been performed in the area over the past 24 months should also be included.

Mapping

A detailed map showing the Study Area will be created highlighting water features, transportation corridors, and other major landmarks (i.e. restaurants, auto dealerships, cell towers). In addition, maps showing the topographic features and parcel boundaries in the Study Area should be provided. The most recent aerial photography should be used to ensure the current landscape is properly represented. All maps should be made available in formats easily viewed on the Internet.

Fatal Flaw/Environmental Screening

The Consultant Team will conduct an environmental screening of the Study Area. The screening will include:

- Delineation of jurisdictional wetlands and non-wetland waters of the U.S. in the field and map on aerial photos;
- A compliance level history survey to provide boundaries, mapped on aerial photos, for National Register eligible historic resources as concurred by Georgia Department of Natural Resources (DNR);
- Preliminary archaeology survey to delineate and map on aerial photos cemetery boundaries and high probability areas for National Register eligible archaeology resources, and;
- A windshield survey of potential underground storage tanks, hazardous waste sites, 4(f) resources and environmental justice issues.

The analysis will added to an electronic database record research to document environmentally sensitive resources within the natural, social, and cultural environments. The analysis area will be approximately 2500 feet wide split equally from the SR 400 centerline.

Deliverables:

- Existing Conditions Report

- Maps showing existing landscape in Study Area including but limited to parcel boundaries, water features, land uses, and topographic features
- Fatal Flaw environmental analysis
- Environmental database

Task 3 – Alignment Alternatives

The Consultant Team will develop alternative alignments based on the environmental screening. This includes the preparation of preliminary layout of potential alternatives to be drawn in color on digital photography and delineation of significant environmental findings on conceptual layouts. The layouts should show proposed centerline, proposed pavement, typical cross-sections, existing and proposed right-of-way, approximate construction limits, and proposed walls, bridges and culverts. Conceptual alignments shall be based on:

- Speed design in accordance with AASHTO and GDOT guidelines
- Avoidance or minimization of environmental impacts
- Avoidance or minimization of social impacts
- Increased access and mobility for north Fulton County
- Economic impact and/or redevelopment potential
- Increased access and mobility for North Fulton County?
- Economic Impact? (Re-development potential)

The Consultant will develop several alternative alignments that will be reviewed by City staff and presented to Mayor and Council and the NFCID Board for input. Once preferred alignments are chosen, the Consultant will prepare preliminary costs for the preferred alignments, including design, construction, right-of-way, and utility relocations.

Task 4 – Future Land Use/Development

The Consultant Team will provide an analysis of key demographic trends, real estate conditions, and dynamics within the Study Area to provide a baseline assessment of likely future development activity. The Team will provide general market assessment of various real estate sectors (residential, office, etc.) within the Study Area to evaluate estimates of potential development demand of the next 8-10 years. This analysis will include discussions with real estate professionals knowledgeable regarding trends in the corridor. The scope of the analysis will include:

- An analysis of recent development trends in the study area from 2010 to present day by real estate sector
- An analysis of existing and forecasted demographic and economic data for the study area

- Estimate of future real estate development activity likely to occur in the study area over the next 8-10 years categorized by residential units, square footage of commercial property and office development

Deliverable:

- Preparation of a narrative report including review of scope, background, and methodology; narrative description of the market area characteristics; conclusions regarding supportable land absorption and density by major land use category in the study area over the next 8-10 years.

Task 5 – Preliminary Layouts

The Consultant Team will prepare a draft Concept Report for one of the two projects, Phase 3 or Phase 4. The Consultant Team will use the deliverables from Tasks 1-3 to complete a draft Concept Report using the Georgia DOT standard format. This will include additional survey, horizontal and vertical alignment refinements to the horizontal and vertical alignments, cost estimating and other preliminary engineering elements. This also may include additional public involvement efforts.

Prequalification Requirements:

At least one firm in the proposed project team must be prequalified with Georgia DOT in the following area classes of work:

- 1.02 – Urban Area and Regional Transportation Planning
- 1.05 - Alternate System and Corridor Location Planning
- 1.06a – NEPA Documentation
- 1.06b – History
- 1.06e – Ecology
- 1.06f – Archaeology
- 1.06g – Freshwater Aquatic Surveys
- 1.07 – Attitude, Opinion and Community Value Studies
- 1.09 – Location Studies
- 1.10 – Traffic Studies
- 1.11 – Traffic and Toll Revenue Studies
- 1.12 – Major Investment Studies
- 5.01 – Land Surveying
- 5.02 – Engineering Surveying
- 6.01a – Soil Surveys
- 6.05 – Hazard Waste Site Assessment Studies

Each firm comprising the proposed project team shall submit a current GDOT Prequalification Certificate.