

#15,970

**MEMORANDUM OF UNDERSTANDING ("MOU")**

FILED FOR RECORD  
at 11:49 o'clock 2 M  
FEB 10 2020  
JENNIFER LINDENZWEIG  
County Clerk, Hunt County, TX  
By Jennifer Lindenzweig

This Memorandum of Understanding ("**MOU**") is made and entered into between the City of Greenville, Texas, a municipality organized and existing pursuant to state law and municipal charter ("**City**") and Hunt County ("**County**").

**Background**

County is planning on entering into an agreement with Freese and Nichols to perform a traffic study for the thoroughfares within the Greenville East sub-area bound by US 69 (Joe Ramsey Blvd) on the north, IH-30 and SH-34 on the west, and FM 1570 on the south and east. This study will be at a cost of \$66,464.

**Understandings**

County will pay the full cost (\$66,464) to Freese and Nichols and the City will reimburse the County 50% of the cost, not to exceed \$33,232.

Executed effective the 10 day of February, 2020.

HUNT COUNTY

By: [Signature]  
Name: Bobby W. Stovall  
Title: County Judge

CITY OF GREENVILLE, TEXAS

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

## City of Greenville East Sub-Area Thoroughfare Traffic Analysis

### Scope of Services

The purpose of this study is to perform a detailed traffic study for the thoroughfares within the Greenville East sub-area bound by US 69 (Joe Ramsey Blvd) on the north, IH-30 and SH 34 on the west, and FM 1570 on the south and east. The study area is shown in Figure 1. The outcome of the sub-area study will include thoroughfare network needs as well as the identification of roadway improvement needs at 5-year (2025) and 10-year (2030) time frames. A review of the City's current Thoroughfare Plan and the 2045 traffic forecast data from the North Central Texas Council of Governments (NCTCOG) Regional Travel Demand Model will serve as the basis for long-term thoroughfare network needs. The sub-area analyses and final recommendations will be coordinated with the City of Greenville (City) and Hunt County (County).

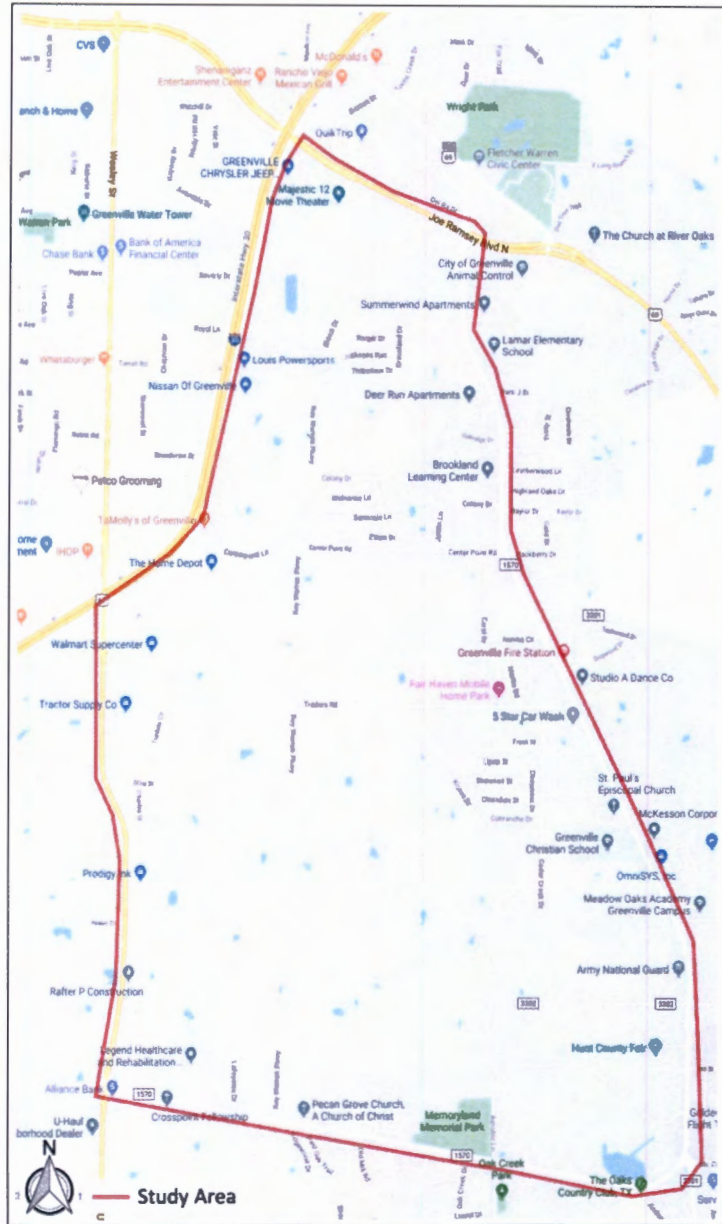


Figure 1. Study Area for the Greenville East Sub-area Thoroughfare Traffic Analysis

#### **TASK 1: Project Initiation and Data Collection**

- 1.1 Meet with representatives of the City of Greenville and Hunt County to discuss the study approach methodology, data collection, deliverables, and schedule for completion.
- 1.2 The 5-year and 10-year land use development scenario developed as part of the Greenville West Sub-area Thoroughfare Traffic Analysis Study undertaken by the City of Greenville and Hunt County in 2019 would be used as a basis for traffic modeling of the east sub-area. Follow-on data collection with City staff will be conducted for refinement of development

scenarios as needed. Data regarding location and timing of scheduled and projected local roadway improvements will also be discussed as part of this initial meeting. A follow-on memo of data needs will be provided. Data to be requested may include; available traffic counts, signal timing plans, roadway geometrics, planned improvements in the area and expected completion dates. IH-30 planning documents will also be obtained to incorporate the latest freeway/frontage road conceptual schematic plans. SH 34 study documentation will also be obtained for incorporation.

- 1.3 Assemble data necessary for subsequent analyses to include:
- Peak hour tube counts and intersection turning movement counts at up to eleven (11) locations within the study area as shown in Attachment-A. Intersection turning movement counts will be collected for both the AM and PM peak hour. FNI will engage GRAM Traffic - North Texas, Inc. to collect necessary traffic data. Tentatively, traffic counts would be collected during third week of March 2020 to avoid spring break for Greenville ISD and Paris Junior College.
  - Historic traffic volume count information as available from the City and TxDOT to supplement newly collected data.
  - Site plans, development programs, and land use densities for all uses planned within the sub-area. The City will provide assistance to define level and intensity of proposed development.
  - Existing roadway and intersection geometry and type of existing intersection traffic control within the study area.

## **TASK 2: Scenario Development/Traffic Demands**

- 2.1 As described above, the City will provide input to revise, if necessary, the land use development scenarios developed as part of the Greenville West Sub-area Thoroughfare Traffic Analysis Study. The update would include defining the location, type, intensity and percent build-out level of development within the sub-area for a 5-year (2025) and 10-year (2030) horizon analysis. The AM and PM peak period will be evaluated for traffic analyses.
- 2.2 Trip orientation for both residential and non-residential land use types will be reviewed and concurred with by the City for each development scenario. Discussions of trip orientation will consider both the AM and PM peak hour.
- 2.3 Trip generation for each development scenario will be updated to incorporate any new development using the 10<sup>th</sup> Edition of the Institute of Transportation Engineers Trip Generation Manual to estimate the number of AM and PM peak hour trips generated by each development scenario. Based on trip generation and distribution, an assignment of peak hour trips to the roadway system will be prepared for subsequent evaluations.
- 2.4 A forecast of non-development site related traffic volumes that can be expected to exist on the area roadway system within the study area for both the 5-year and 10-year development scenarios will be developed. These traffic projections will be based on existing traffic volumes and historic/projected annual growth rates.

### **TASK 3: Traffic Analyses**

- 3.1 Traffic analyses will be conducted using the VISTRO traffic analysis software package. Transportation networks consisting of existing plus committed (funded) improvements will be developed for each development scenario. The transportation network to be evaluated would include the study area boundary roadways of SH 34, FM 1570, US 69 and IH-30 eastbound frontage road as well as internal roadways including Roy Warren Parkway, Center Point Road, and Traders Road.
- 3.2 Traffic volume capacity and level of service analysis will be provided at eleven (11) intersection locations as depicted in Attachment-A.
- 3.3 Analysis will also identify the need for additional turn lanes and possible signal timing modifications at existing signalized intersections. The analysis will also evaluate east/west and north/south thoroughfare connectivity and provide recommendations, as appropriate.

### **TASK 4: Implementation Plan**

- 4.1 Based on analyses, a 5-year and 10-year implementation plan of roadway and intersection needs will be prepared within the sub-area. Improvements will be identified for number of thru traffic lanes and intersection turn-lanes needed.
- 4.2 Prepare a Draft Technical Memorandum documenting the study methodology, analysis results, findings, and recommendations for 5-year (2025) and 10-year (2030) roadway needs within the study area. An initial draft (electronic PDF file) will be submitted for review by the City and County.
- 4.3 Meet with the City and County to discuss findings/recommendations and Draft Technical Memorandum.
- 4.4 Based on stakeholder feedback, prepare a Final Technical Memorandum for submittal to the City and County. Appropriate supporting and thoroughfare maps and related graphics will be prepared for incorporation into the memorandum. One (1) electronic PDF file will be provided at the conclusion of the study.
- 4.5 Based on the recommendations from this sub-area study, review of the City's current Thoroughfare Plan, and the 2045 traffic forecast data from NCTCOG Regional Travel Demand Model, a total build-out thoroughfare map will be developed that will serve as the basis for long-term thoroughfare network needs for the east sub-area.

#### **Deliverables:**

- Technical Memorandum documenting sub-area study analyses, findings and recommendations. The technical memorandum will also contain an implementation plan defining the timing and location of specific roadway network improvements needed for 5-year (2025) and 10-year (2030) timeframes, as well as build-out condition. A PDF electronic copy will be submitted to the City and County.

## **RESPONSIBILITY OF THE CLIENT**

The client shall furnish FNI with available pertinent information needed to complete this project, such as the current and proposed development site plans, proposed access points, internal roadway system, development densities and acreage by land use category, development phasing plans, etc.

## **MEETINGS**

Three (3) meetings are included as part of this scope and fee. The timing for such meetings shall be as follows:

- Meeting #1: Hunt County/Greenville City Staff and Key Project Stakeholders to kick-off the project, discuss proposed scope approach, schedule, and deliverables, and needed updates to the 5-year and 10-year land development scenarios.
- Meeting #2: Results of scenario analyses, recommended intersection and roadway improvement needs, and recommended thoroughfare network improvements will be discussed with project participants at a joint meeting.
- Meeting #3: Final presentation of sub-area findings and recommendations to a joint meeting of Hunt County and the Greenville City Council. A PowerPoint presentation will be delivered at the meeting.

Additional face-to-face meetings will be authorized and compensated for as additional services.

## **SCHEDULE**

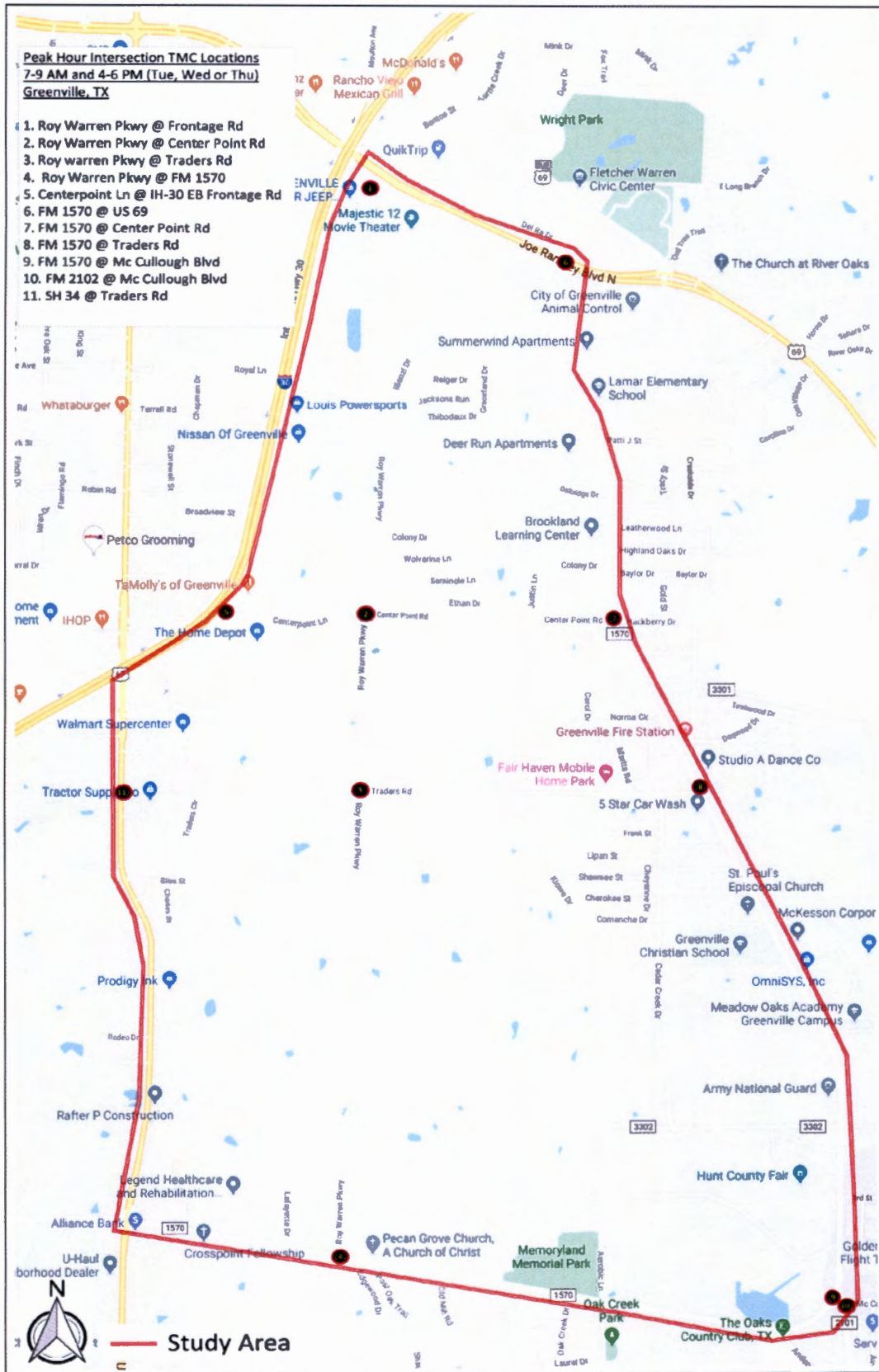
The duration for the study is anticipated to be five (5) months from the Notice to Proceed. Tentative schedule for key milestones is listed below:

- Notice to Proceed 4<sup>th</sup> Week of FEB 2020
- Traffic Data Collection 3<sup>rd</sup> Week of MAR 2020
- Kick-off and Stakeholder Meeting 4<sup>th</sup> Week of MAR 2020
- Draft Results Presentation 4<sup>th</sup> Week of MAY 2020
- Draft Report 2<sup>nd</sup> Week of JUN 2020
- Final Report 1<sup>st</sup> Week of JUL 2020
- Final Presentation 4<sup>th</sup> Week of JUL 2020

## **COMPENSATION**

Compensation will be on a Time, Materials, and Expenses (TME) basis in an amount not-to-exceed (NTE) **\$66,464.00** and in accordance with the Agreement for Professional Services between Hunt County and Freese and Nichols, Inc., executed on April 11, 2017.

# ATTACHMENT- A



# 15,970

at 9:43 FILED FOR RECORD  
o'clock a M

FEB 13 2020

JENNIFER LINDENZWEIG  
County Clerk, Hunt County, TX  
By [Signature]

**ORDINANCE NO. 20-007**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GREENVILLE, TEXAS, AUTHORIZING ENTRY INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF GREENVILLE AND HUNT COUNTY; PROVIDING FOR A BUDGET AMENDMENT; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Hunt County and the City of Greenville agreed there was a need to update the West Greenville Small Area Plan at a cost of \$90,275.00 and the City Council approved an agreement for such by Ordinance 19-018 on April 23, 2019; and

**WHEREAS**, the City Council requested a study also be conducted on the east side of Interstate 30 and State Highway 34; and

**WHEREAS**, Hunt County has indicated they are willing to pay Freese and Nichols for the project with the City of Greenville reimbursing Hunt County for one half of the cost; and

**WHEREAS**, the cost of this study would not exceed \$66,464 and the City of Greenville would be responsible for 50% of the cost of the study not to exceed \$33,232; and

**WHEREAS**, the City Council has determined that executing a Memorandum of Understanding with Hunt County is in the best interest of the citizens of Greenville.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GREENVILLE, TEXAS, THAT:**

**SECTION 1.** The City Council hereby approves the Mayor to enter into a Memorandum of Understanding between the City of Greenville and Hunt County.

**SECTION 2.** The City Council hereby authorizes a budget amendment and funds in the amount of \$33,232 will be transferred as follows:

From:	General CIP Fund	\$33,232
To:	Account 160-1-480000-54101-0000	\$33,232

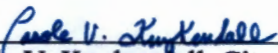
**SECTION 3.** If any section, provision, subsection, paragraph, sentence, clause, phrase, or word in this Ordinance or application thereof to any person or circumstance is held invalid by any court of competent jurisdiction, such holdings shall not affect the validity of the remaining portions of this Ordinance, and the City Council of the City of Greenville, Texas hereby declares it would have enacted such remaining portions, despite such invalidity.

**SECTION 4.** This Ordinance shall be in full force and effect from and after February 11, 2020.

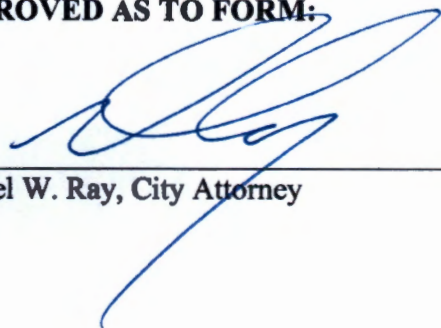
**PASSED AND APPROVED**, this the 11th day of February 2020.

  
David L. Dreiling, Mayor

**ATTEST:**

  
Carole V. Kuykendall, City Secretary

**APPROVED AS TO FORM:**

  
Daniel W. Ray, City Attorney



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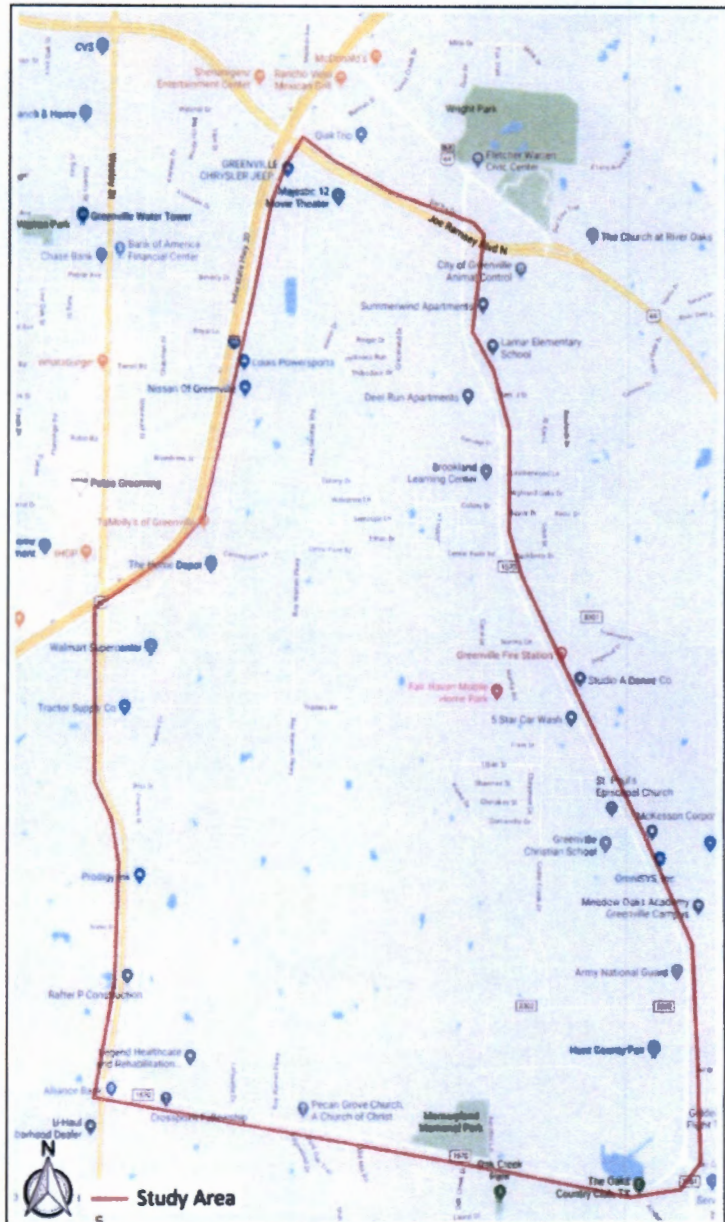


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# ATTACHMENT-A

