

**STAGE 0 FEASIBILITY
MINNESOTA PARK ROAD, ICRR TO RANGE RD IMPROVEMENTS
TANGIPAHOA PARISH
RPC TASK No. ST-1.17**

1.0 PROJECT OVERVIEW

The purpose of this study will be to examine the feasibility of making operational and safety improvements to Minnesota Park in Tangipahoa Parish. The study corridor is a two-lane undivided roadway which runs east-west approximately 0.45 miles between the Canadian National/ Illinois Central Railroad track and Range Road. It provides connectivity to various land uses between US 51B and Range Road in the Hammond area. Concepts for analysis should include a minor widening of the roadway to accommodate turn lanes at select locations, provision of sidewalks, and implementing safety and operational improvements at the signalized intersection of Minnesota Park and Range Road.

2.0 SCOPE OF SERVICES

2.1 PROJECT TIMELINE & PROJECT INITIATION MEETING

The consultant will be responsible for preparing a draft project schedule including major milestones (PMC meetings, site visits, draft reviews, final report submission, etc.). The timeline will be submitted at a project initiation meeting that will include the Consultant, all sub-consultants, DOTD District 62, Tangipahoa Parish representatives, and the RPC. Other attendees will be invited as necessary. The consultant will be responsible for conducting the meeting and preparing meeting materials. The kick-off meeting will take place within two (2) weeks of the Notice to Proceed.

2.2 PROJECT MANAGEMENT COMMITTEE

The Consultant will assist RPC in establishing and supporting a Project Management Committee (PMC) to guide the technical work effort and to review the Consultant's work products. The PMC will include the RPC, the Tangipahoa Parish Public Works Department, DOTD District 62, and other officials as deemed appropriate by the Parish administration. The Consultant will provide all necessary agendas, handouts and exhibits in advance of the PMC meetings for RPC review and approval and prepare summary minutes of the meetings, and prepare summary meeting minutes for review and discussion with the PMC.

The PMC will meet at least three times during the course of the study effort, though additionally as needed. The Consultant will also, as necessary, conduct meetings with elected officials and other local leaders and organizations in the area to discuss the project's purpose and need and project-related opportunities and concerns. The Consultant must receive prior approval from RPC before initiating these contacts.

2.3 SITE INVESTIGATION, DATA COLLECTION, & ANALYSIS

Site visits will be conducted and data collected in order to gather and record information regarding the physical, engineering, land-use, and cultural/environmental features of the site.

Such data and information will include but may not be limited to traffic and turning movement counts (particularly at the intersection of Minnesota Park and Range Rd.), traffic signal inventories (if any), signage inventories, utility types and locations, adjacent land use and associated driveway conditions, and apparent rights of way of the corridor/ study area. Consultant will coordinate with Tangipahoa Public Works Department to obtain available and pertinent data.

2.4 TRAFFIC STUDY

The Consultant will prepare and coordinate a formal traffic study for the purpose of obtaining both existing and projected future traffic variables in accordance with standard operating procedures typically performed in these types of analyses. This study should utilize ADT counts, signal timing and coordination, crash data, and modeling (HCM) as deemed appropriate for the corridor by the PMC.

2.5 DESIGN CRITERIA

The Consultant will prepare a table to be included in the report documenting the design criteria that will be used in developing all geometrics, based on DOTD review and concurrence.

2.6 CONCEPT DEVELOPMENT AND EVALUATION

Upon completion of general research, the Consultant will research, review, and develop corridor design concept alternatives and evaluate their feasibility based on criteria of technical feasibility, reasonable cost and implementation schedule, safety improvement, congestion reduction, improved operation at intersections, compatibility with complete streets guidelines, and overall success toward achieving project goals.

2.7 TYPICAL SECTIONS

The Consultant will prepare typical road sections where appropriate for each of the proposed alternative concepts.

2.8 ENVIRONMENTAL DOCUMENT

The report will identify potential utilities, drainage, cultural resources, property impacts, environmental constraints or other issues that could influence the project's feasibility, timing, and impact on the physical, natural and human environment. The report will include LADOTD's Stage 0 Environmental Checklist.

2.9 OPINION OF PROBABLE COST

The Consultant will develop preliminary quantities and unit cost estimates for each element of the conceptual design plan as well as future project design costs, recommended project phasing, and potential funding sources for project implementation.

2.10 DRAFT PREPARATION AND REVIEW

A draft of the report with all documentation described above will be submitted to the RPC and LADOTD for review by, at the latest, 75% of project completion. The report will include conceptual layouts and descriptions of the proposed improvements in a format suitable for transmittal by RPC to LADOTD. DOTD Stage 0 and Environmental Checklists will be included in the draft report.

2.11 FINAL DELIVERABLES

Following review and approval by the PMC of the draft submission, the Consultant will provide RPC with five (5) bound copies of the Final Stage 0 Feasibility Study Report signed and sealed by a licensed professional engineer. A .pdf version of the final report and supporting documents will also be provided to RPC on compact disc. The CD should also include any GIS shapefiles, CAD files, or other accessory files and documentation created during the course of the study.

TIMELINE **Six Months**

Budget **\$35,000**