

Scope of Services
Land Use and Transportation Study:
East Laplace: Sub-Area Analysis
(RPC Task A-2.17SJ, FY-17 UPWP)

Project Background

The Regional Planning Commission in coordination with the St. John the Baptist Parish is undertaking a land use and transportation study of the East Laplace area which is generally bounded by US61 on the North, Walnut St. to the East, Main S (LA44)/Spruce St./Redwood St. to the West, and the Mississippi River Levee to the South. Street rights-of-way are limited due to the age and historic character of the neighborhood areas. Travel lanes are generally narrow with adjacent parking and minimal sidewalks. Land use changes and economic growth are contributing to increasing vehicle congestion and a demand for consideration of alternative means of transportation, i.e., bike/ped use, new sidewalks, ADA access improvements to schools and recreational areas and public facilities, and low cost traffic management measures such as parking and signage controls.

Project Purpose

The purpose of this project is to conduct a comprehensive review of land use and transportation conditions in the above study area, collecting and analyzing traffic and related data to recommend new or improved policies to enhance traffic circulation, walkability and ADA accessibility, and safety for all transportation modes.

Task 1: PROJECT TIMELINE AND KICK-OFF MEETING

The Consultant will prepare 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 kick-off meeting that will include the Consultant, all sub-consultants, St. John the Baptist Parish, RPC, and LADOTD District 62. Other attendees will be invited as necessary. The kick-off meeting will take place within two weeks of the Notice to Proceed.

Task 2: PROJECT MANAGEMENT COMMITTEE

The Consultant will assist RPC in establishing and supporting a Project Management Committee to guide the technical work effort and to review the Consultant's work products. The PMC will include the RPC, the Parish Planning and Public Works Departments, LADOTD District 62, and representatives from the Parish President's office and other parish officials as deemed appropriate. 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.

The PMC will meet approximately four times during the course of the study effort. In addition, the Consultant will 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 will receive prior approval from RPC prior to initiating these contacts and prepare summary meeting minutes for review and discussion with the PMC.

Task 3: SITE INVESTIGATION, DATA COLLECTION, & ANALYSIS

The Consultant will work with the Parish and RPC to identify priority corridors within the study area for data collection. Such data and information will include but may not be limited to traffic and turning counts, parking, sidewalk and signage inventories, crash data, utility types, and adjacent land use and driveway conditions. Inventory data will be developed in a format suitable for reproduction on RPC's GIS mapping system.

Task 4: SIDEWALK, ADA REVIEW, SIGNAGE AND PARKING ANALYSIS

The Consultant will inventory sidewalk types and condition, ADA ramps and deficiencies, on-street parking, and opportunities for bicycle and pedestrian access and safety improvements in commercial areas, emphasizing safe access to public facilities. This data will be used by the RPC to document missing or replacement sidewalks, ADA ramps, opportunities for new bicycle and pedestrian linkages, and improved traffic circulation, signage and parking in the study area.

Task 5: TRAFFIC CIRCULATION PLAN

The Consultant will make use of existing traffic data provided by RPC. In addition, the Consultant should be prepared to collect a limited amount of new traffic data (not to exceed six locations for ADT including a.m., mid-day, and p.m. peak turning movement counts).

The Consultant will develop, evaluate, and compare various conceptual alternatives for improving traffic circulation, bike/ped connectivity, and safety within the study area. The evaluation will consider the use of possible road "diets" and other traffic calming measures to enhance pedestrian and bicycle safety, including improved signage, sidewalks, and parking options. The alternative scenarios will be developed in consultation with the PMC and presented to the PMC in draft form for review and comment prior to development of the detailed conceptual plan. One alternative will include the use of Transportation Systems Management measures to improve the functionality and safety of the existing street grid through the use of improved signage, striping, TSM measures, and parking controls.

Task 6: CONCEPTUAL DEVELOPMENT AND EVALUATION

The Consultant will prepare a conceptual plan for the preferred alternative including typical sections, identifying measures to enhance traffic and bicycle and pedestrian safety and operations, including but not limited to roadway and geometric improvements, parking modifications, crosswalks, pedestrian

signals, signage, lighting and other potential complete streets measures to reduce traffic conflicts and enhance modal safety. The report will identify potential utilities, environmental constraints, or other issues that could influence the concept's feasibility, timing, and impact on the physical, natural and human environment.

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

Task 7: DRAFT REVIEW

A draft of the report with all documentation described above will be submitted to the RPC and St. John the Baptist Parish for review by, at the latest, 80% of project completion. The report will include the conceptual layout of the preferred alternative and descriptions of the proposed improvements. The report will be in a format suitable for transmittal by RPC to LADOTD. DOTD Stage 0 and Environmental checklists will be included in the draft report.

Task 8: FINAL DELIVERABLES

Following review and approval of the draft submission, the Consultant will provide RPC with six (6) bound copies of the Final Report and supporting plan packages. A pdf version of the final report and plan packages will also be provided to RPC on compact disc. The CD should also include any GIS shapefiles, CAD files, and/or other accessory documentation created during the course of the study.

TIMELINE: Six Months

BUDGET: \$35,000