SCOPE OF WORK

Urban Design and Transportation Planning
Roadway Enhancement Guide
St. Tammany Parish, LA
(Task MC-2.16/SL-2.16)

PROJECT DESCRIPTION

St. Tammany Parish Government (STPG), working in coordination with the Regional Planning Commission (RPC) and the Louisiana Department of Transportation and Development (LADOTD), seeks to improve current and future roadways within the Metropolitan Planning Area (MPA) of St. Tammany Parish. STPG recognizes that roads are an integral part of the daily activities and lives of its residents and understands that a clear and consistent approach to roadway improvement projects will benefit all users. In order to implement a clear and consistent approach to roadway enhancement activities, RPC is seeking professional services to help develop guidance and recommendations. The guidance and recommendations will be compliant with current LADOTD policy for state owned roadways, while responding to local design preferences and maintenance needs.

The purpose of this study is to provide information and recommendations on how to enhance roadways within RPC’s designated MPA boundary area. The target audience will include STPG professionals, community officials, landowners, designers and anyone that is working to improve roadways within the MPA boundary area (see map attachment on RPC web site). Ultimately, this study is intended to (1) provide a clear and consistent approach to enhancing current and future roadways in the MPA area, and (2) serve as a planning tool for STPG that will assist with current and future roadway projects.

PROJECT MANAGEMENT COMMITTEE

The study will be guided by a Project Management Committee (PMC). The PMC will at a minimum consist of representatives from the RPC, LADOTD District 062, and STPG. It is expected that representatives from the business and economic development community will participate, as well as other stakeholders that may be identified at a later date.

STUDY AREA

The study area is limited to the St. Tammany Parish Metropolitan Planning Area as established by DOTD and RPC and approved by the Federal Highway Administration. This is the active planning area for the two urbanized areas within St. Tammany Parish and the anticipated 20 year development area. A map of the MPA will be provided by RPC for the purposes of this study. During the course of the study, emphasis will be placed on selected roadways and corridors which are good candidates for transportation enhancements, including conformity with LADOTD policies and standards.

ROADWAY CATEGORIES

In order to provide a consistent approach to enhancing current and future roadways, categories will be developed that describe the context of the roadway environment. These categories should be general in
nature such as: Rural/Urban, Residential/Commercial/Civic, etc. The PMC will assist with developing a limited number of roadway categories. The roadway categories will be described in sufficient detail that both existing and future roadways within the MPA can be easily categorized. Roadway category descriptions should include a combination of descriptive text, example roadways, and images or graphics.

**ROADWAY ENHANCEMENT GUIDANCE**

For each roadway category, guidance will be provided that generally describes a preferred alignment of the roadway, sidewalk, drainage, utilities, landscaping, and amenities. This guidance should include descriptive text and graphics (cross sections, renderings, photos, etc.)

For each roadway category, a list of preferred landscaping materials and amenities will be developed. How the landscaping and amenities should be used to enhance the corridor will be clearly described. A preferred plant species list will be developed with input from the PMC.

If appropriate, a preferred intersection treatment will be described for each roadway category.

**HIGH PRIORITY ROADWAYS**

The PMC will help identify a limited number of roadway nodes, sections, or corridors that are considered a high priority for enhancement. Specific recommendations will be developed for these high priority roadways which will serve as a template for how to apply the general roadway enhancement guidance.

**TASKS AND DELIVERABLES**

**Task 1, Project Management** – This task includes day-to-day activities necessary to successfully accomplish the study. These activities include but are not limited to correspondence and communication with participating agencies and stakeholders, scheduling and facilitation of meetings, documentation of meetings, document preparation and delivery, progress and budget tracking, and invoicing.

**Task 2, Project Scheduling** – This task includes activities necessary to develop and implement a realistic schedule and timeline for accomplishing the study.

**Task 3, Research** – This task includes activities related to gathering information needed to perform the study. Example activities could include but are not limited to review of existing plans, policies and standards, qualitative/quantitative data collection, site visits, and stakeholder interviews.

**Task 4, Roadway Categorization** – This task includes activities related to categorizing roadways. Example activities could include but are not limited to reviewing existing land use and roadway types, and assessing context and composition of major roadways within the MPA area.

**Task 5, Roadway Enhancement Guidance** – This task includes activities related to developing roadway enhancement guidance. Example activities could include but are not limited to
soliciting PMC and stakeholder input, review of native or preferred plant species, and identification of enhancement best practices.

**Task 6, High Priority Roadways** – This task includes activities related to identifying and addressing high priority roadways. Example activities could include but are not limited to soliciting PMC and stakeholder input, site visits, and discussions with RPC, St. Tammany Parish and LADOTD.

**Task 7, Project Documentation** – This task includes activities related to documentation and reporting of the work done as part of this study. These activities include but are not limited to the drafting of text and graphics to represent the findings of this study in report format, the review and editing of draft and final report documents, and document QA/QC.

**Final Deliverables**

The final deliverable for this project will be a Roadway Enhancement Guide for the St. Tammany Metropolitan Planning Area (MPA) in electronic format with (10) printed and bound copies. The Roadway Enhancement Guide will contain at a minimum sufficient detail to describe the work and findings that occurred as part of the study process and provide a clear and consistent approach to roadway enhancement for STPG. RPC retains the right to review and approve the guide before it is considered a final product.

**PROJECT SCHEDULE**

The study is expected to take 9 months to complete.

**PROJECT BUDGET**

The project budget is $50,000.