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September 16, 2024

Lincoln Parish Police Jury
P.O. Box 979
Ruston, LA 71270

Attention: Courtney Hall, LPPJ Administrator

Subject: Lincoln Parish Transportation Planning Support
HGA Proposal No. P024514

Dear Courtney:

Hunt, Guillot & Associates (HGA) is pleased to provide this proposal for consulting services to support the Lincoln Parish Transportation Planning Project.

Qualifications & Experience:

HGA is a professional services company with an extensive portfolio of customers throughout numerous industries for more than 27 years. HGA has executed work and provided consulting services in all 64 parishes within Louisiana. Our expansive client roster includes Fortune 500 and Fortune Global 500 corporations, state and local governments, and many smaller private firms. HGA has 10 office locations and has provided offerings in more than 30 states, Canada, Puerto Rico, and Mexico. We have a staff of 750 employees, working to provide innovative solutions to complex technical and business problems for clients. With an existing portfolio of more than 2,500 projects, HGA's multi-disciplined engineering and project management teams provide professional services to customers throughout numerous industries. Everything we do is grounded in our core values of building long-term customer relationships and delivering on our commitments through flexible approaches.

HGA's team will include seasoned professionals but we would like to highlight two of our key contributors that will be engaged in this work.

- Ernie Broussard – Senior Planner SME
 - 40 Years of Strategic Planning, Economic Development, Public Policy Administration, and Overall Urban Design in the Governmental and Private Sector
 - Former Lake Charles Planning Director
 - AICP Designation from the American Institute of Certified Planners
 - Certified Economic and Community Developer by the American Economic Development Council (AEDC)
- Mike Causey, P.E. – Senior Advisor & Project Manager
 - 35 plus Years of Business Development, Strategic Planning, and Project Management in the Public, Private, and Industrial Sectors
 - 31 Year Registered Professional Engineer – Civil Engineering, Louisiana
 - Former Chair North Louisiana Economic Partnership (NLEP)
 - 35 plus year resident of Ruston/Lincoln Parish

Schedule:

HGA is prepared to begin work on this project upon authorization to proceed. This work will coincide with the LA DOTD Transportation Plan Pilot Project. It is estimated that this work will be completed within nine (9) to twelve (12) months from kickoff.

Clarifications:

- If additional needs, tasks, or deliverables are identified and requested by LPPJ during this phase, HGA will work with LPPJ to define the scope and break them out into separate task orders if necessary.
- As part of the LA DOTD Pilot Project support that is separate from this proposal, NSI will provide public outreach support including development of the MetroQuest survey.
- Any additional work required, or changes requested by LPPJ that are outside of the control of HGA will be considered an extra. The cost for extras will be submitted for LPPJ's approval in accordance with an established change process prior to performing the work.

Commercial Terms:

HGA proposes to provide the services listed herein on a Time and Materials basis per our Professional Services Agreement for:

- **Base Scope:** \$201,705.00
- **Bicycle and Pedestrian Optional Plan:** \$ 48,130.00

Thank you for the opportunity to provide this proposal. If you have any questions, please contact me.

Sincerely,



John Robert Smith
Ruston Operations Manager

Attachment: Scope of Services

cc: HGA Management

JRS:tm

EXHIBIT A
Transportation Plan
Lincoln Parish, LA

Scope of Services

The CONSULTANT shall assist with developing a comprehensive Transportation Plan for Lincoln Parish, Louisiana by supplementing Lincoln Parish's self-led Long-Range Transportation Plan that is a part of the LADOTD Transportation Pilot Project under Local Public Agency Documented Planning Process project.

The follow lists the major outcomes and tasks:

1. Project Management
2. Develop Lincoln Parish Travel Demand Model to the year 2050
3. Develop a long-range transportation plan
4. Develop a bicycle and pedestrian plan (Optional and will be conducted when authorized)

The CONSULTANT shall complete the following specific tasks:

Task 1 - Project Management

1.1 Project Management

The CONSULTANT shall perform the following project management tasks:

- Develop and monitor key milestone and critical path schedules.
- Prepare and submit monthly progress reports and invoices.
- Form a study team in coordination with Lincoln Parish.

Task 2 - Develop Lincoln Parish Travel Demand Model

The CONSULTANT shall develop the Travel Demand Model for Lincoln Parish. The base year model will be year 2023. Existing and forecast years for the model will be 2023 and 2050.

2.1 Data Collection

The CONSULTANT shall review and utilize available data from the city of Ruston, Choudrant, Simsboro, Grambling, Dubach, Grambling State University, Louisiana Tech University, and Lincoln Parish. Available data shall include but is not limited to GIS maps, aerial photography, previous roadway plans, pavement inventory, crash data, traffic counts, master plans, environmental documents, and future development. Available LADOTD and local agency traffic counts will be gathered, and study area crash data will be collected from LADOTD in coordination with Lincoln Parish.

2.2 Develop Year 2023 Network

The CONSULTANT shall develop a complete set of year 2023 highway network links accurately depicting the roadway system at a level of detail that is consistent with the density of the Study Area land use and

2.10 Validate and Calibrate Transportation Model

The base year travel-demand forecasting model components, developed in the previous tasks, will be calibrated until predicted travel matches observed travel demand levels in the region. Each individual modeling component, as well as the final network assignments, will be validated against known data sources. A critical part of this validation process is to demonstrate the sensitivity of the models to incremental changes in system conditions.

2.11 Preparation of Technical Memorandum 1

The procedures and results of Task 2.0 will be summarized in a technical memorandum and will be available for project study team review and approval.

Task 3 – Develop Long Range Transportation Plan

Following calibration of the base year model, future travel will be projected for the Existing plus Committed (E+C) Network for the horizon year of 2050. Based on the E+C network analysis, roadway network alternatives will be recommended by the CONSULTANT and evaluated by a team effort of the CONSULTANT and the study team. Finally, a recommended long range staged improvement plan will be developed.

3.1 Forecast Future Socio-demographic Data

Input from project Stakeholders and available forecast data from other data sources such as Woods & Poole (control totals) and the Statewide Travel Demand Model Data will be used in forecasting the socio-economic data for the Study Area. The CONSULTANT will then analyze each TAZ for potential growth and then classify into specific growth rate patterns unique to the Study Area. Based on this analysis, the transportation planning variables used in the base year model will be developed for the forecast year.

3.2 Develop E+C Network

The first step in identification of roadway needs for the year 2050 is the development of the Existing plus Committed (E+C) Network. Committed network includes roadways which are committed for construction by the city of Ruston, Lincoln Parish, LADOTD and local government entities in the Study Area. The CONSULTANT shall develop the E+C network which contains information on the location and physical characteristics of existing and committed roadway improvements for the Study Area. The source of the information will be developed in coordination with the city of Ruston, Lincoln Parish and local officials. The E+C network will be coded for analysis in the forecast model such that the analysis can be independently provided for the existing network as one set of projections as well as for the E+C network as a second set of projections.

3.3 Assign 2050 Traffic to E+C Network

The 2050 vehicle trips will be assigned to the E+C network to determine the future roadway needs. Sensitivity analysis of model results will be conducted via reasonableness checks of future traffic volumes in relation to E+C network, and modeling assumptions will be modified as needed. Finally, future roadway link Volume over Capacity (VOC) ratios will be developed to identify sections or locations that are projected to operate at unacceptable levels of service.

3.10 Preparation of Plan Report

A draft report will be prepared and submitted by the CONSULTANT to the Study Team for review and approval. Following the approval, a final report will be prepared and submitted in electronic format.

Task 4 – Develop a Bicycle and Pedestrian Plan

4.1 Inventory the Bicycle and Pedestrian System

The CONSULTANT will create an inventory of existing bicycle and pedestrian facilities in the study area using data provided by project Stakeholders, aerial imagery, and Google Streetview.

4.2 Identify Bicycle and Pedestrian Needs

The CONSULTANT will conduct a market analysis based on existing socioeconomic and transportation conditions and future growth and development. The CONSULTANT will conduct a safety and suitability analyses based on crash data and factors such as roadway speed and traffic volumes. Finally, the CONSULTANT will use the market analysis and suitability analysis findings to identify major network gaps.

4.3 Develop Bicycle and Pedestrian Plan

Building on the need's analysis, the CONSULTANT will develop a recommended bicycle and pedestrian network that can be used by Stakeholders to identify potential projects in the future. This network will include key intersections for targeted bicycle and pedestrian improvements and will classify bicycle and pedestrian facilities by type (e.g. protected bike lane, sidewalk, etc.). The CONSULTANT shall provide design guidelines and planning level unit cost estimates for bicycle and pedestrian facilities. The CONSULTANT will also prioritize all recommended network improvements based on criteria established with the Stakeholders (e.g. safety, connectivity, demand, etc.)

4.4 Prepare Bicycle and Pedestrian Plan Report

A draft report will be prepared and submitted by the CONSULTANT to the Study Team for review and approval. Following the approval, a final report will be prepared and submitted both in electronic format.