

**City of Mandeville Pedestrian and Bicycle Plan
Mandeville-Covington Urbanized Area
(RPC Task MC-1.22; FY 22 UPWP)**

Project Description:

The Regional Planning Commission, in coordination with the City of Mandeville, is conducting a feasibility study for the purposes of developing a Pedestrian and Bicycle Master Plan for the City of Mandeville.

The final product will include recommended actions and strategies for improving mobility for active transportation users within the City of Mandeville, prioritized by importance to safety and connectivity as well as implementation feasibility. These recommendations will include both a program of infrastructure projects and a collection of model policies and ordinances.

Study Purpose:

The purpose of the study is to develop a plan for the City of Mandeville that will guide the City in developing policies and projects that will enhance safety and ease of use throughout the city's non-motorized transportation network and improve livability for the city's residents. Emphasis will be placed on street treatments on existing facilities that are low cost, easily implementable, and which enhance connectivity to work and recreational destinations within the City of Mandeville and St. Tammany Parish.

Study Need:

The City of Mandeville most recently completed a comprehensive Bicycle and Pedestrian Master Plan in 2007, with portions of this plan updated in 2012. Since 2007, many recommendations from this comprehensive plan have been implemented by the City of Mandeville, some recommendations are currently under way, and some are no longer applicable due to changes in land use and traffic conditions over the past 15 years as well as evolving best practices in non-motorized transportation planning.

The RPC and City of Mandeville have identified a need to revise and update the comprehensive plan to provide the city with a guide for instituting policies and prioritizing infrastructure improvements that will address remaining shortcomings and improve mobility conditions for all residents.

Project Location:

The project limits extend from Lake Pontchartrain on the south to Interstate 12 on the north, and between Bayou Castine to the east and the Tchefuncte River to the west (fig. 1). This area encompasses the entirety of the City of Mandeville as well as some populated areas adjacent to the city.



Fig 1: Task MC-1.22A Study Area

TASK 1: PROJECT MANAGEMENT

1A: Project Timeline and Kickoff

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 the project kick-off meeting that will include the consultant, all sub-consultants, RPC, the City of Mandeville, St. Tammany Parish, DOTD District 62, and other parties as deemed appropriate by RPC & PMC. The kick-off meeting will be organized by the consultant and take place within two weeks of the Notice to Proceed.

1A Deliverables: Task product will include detailed project schedule with timeline and major milestones.

1B: 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 consist of representatives from RPC, City of Mandeville Departments of Planning, Public Works, and Engineering, RPC, City of Mandeville City Council, St. Tammany Parish government, LADOTD District 62, and other appropriate stakeholders as determined by the RPC. The PMC shall also identify bicycling and walking advocate(s) local to the study area to include on the committee.

The PMC will meet no more than four times during the study effort. These meetings may be conducted in an in-person or virtual setting at the sole discretion of RPC. The consultant will be responsible for organizing

and facilitating all PMC meetings, including identifying appropriate in-person or virtual venues as directed by RPC, and preparing and delivering presentations (e.g. Powerpoint slides) for all meetings. The consultant will provide all necessary agendas, handouts and exhibits at least 3 business days (72 hours) in advance of PMC meetings for RPC review and approval.

In consultation with St. Tammany and RPC, the consultant shall arrange and conduct meetings with other stakeholders in the area to discuss the project's purpose and need and project-related development opportunities and concerns, as determined by the RPC.

The consultant shall be responsible for arranging and conducting up to two (2) community meetings at different phases of the project to solicit public input on the comprehensive plan. These meetings may be conducted in an in-person or virtual setting as determined by RPC and the City of Mandeville. Meetings shall be publicized and conducted in accordance with the RPC's Public Involvement Plan and Title VI Program.

The consultant shall prepare and circulate summary minutes for all meetings, and shall compile sign-in sheets and other materials for all project management, stakeholder, and community meetings for inclusion with the final report.

IB Deliverables: Task products will include meeting agendas, handouts, presentations, summary minutes and support graphics. A report of the meeting activities and outcome, with an original copy of the sign-in list, will be made available to the RPC within 10 days of all PMC, stakeholder and community meetings.

TASK 2: EXISTING CONDITIONS

2A: Demographic Profile

RPC will provide the consultant with geographic demographic data, including measures identifying socio-economically distressed neighborhoods. The consultant shall describe how these data are used in the development of the mobility plan.

2B: Land Use

Land use data shall be collected by the consultant from the parish and municipality based on existing data provided by the City of Mandeville and St. Tammany Parish. Land use data shall be updated from aerial photos, local knowledge, and data gathering at the ground level. Data shall be recorded at the corridor level using 2-digit Land-Based Classification Standards (LBCS) Activity codes.

The consultant shall also review any existing land use planning documents. The consultant will describe how these plans are used in the development of the mobility plan.

2C: Transportation Network

RPC will provide the consultant with geospatial data on the motorized and non-motorized transportation networks within the study area, including roadways by functional classification and existing and planned bicycle facilities by facility type. The consultant shall review available traffic and roadway data within the study area, as well as any existing transportation plans that preceded this study or may otherwise have

impacts on the study’s outcome. The consultant will describe how this information is used in the development of the mobility plan.

2D: Field Data Collection/Deficiency Analysis

The Consultant will conduct a visual field inspection of candidate roadways within the study area. This examination will include an assessment of roadway and sidewalk width and condition as well as a review of handicap ramps for compliance with current Americans with Disabilities Act (ADA) design standards. This evaluation will include coordination with RPC and DOTD District 62 on the results of the field survey and evaluation. Both the land use and field data will be used to identify safety issues and target locations for pedestrian and bicycle safety and accessibility improvements.

2E: Automated Traffic Data Collection

The Consultants shall compile and review existing automated traffic data on pedestrian and bicycle activity, including data from [two \(2\)](#) existing permanent counters installed on the Tammany Trace and Lakeshore Drive, [currently maintained by the UNO Transportation Institute \(UNOTI\) and Louisiana Transportation Research Center \(LTRC\)](#).

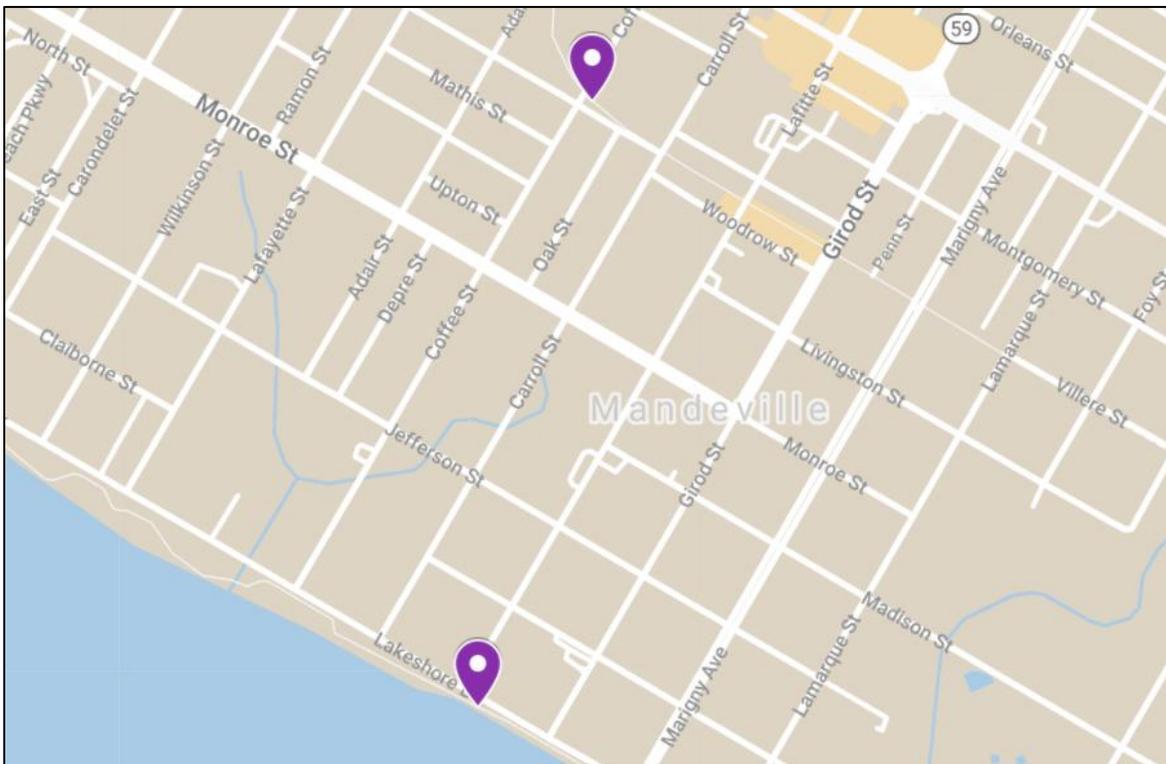


Fig 2: existing continuous pedestrian and bicycle counter locations within the City of Mandeville.

7-day, 24-hour full-mode automated counts for motorized, bicycle, and pedestrian traffic shall be conducted by the consultant at up to eight (8) locations within the study area, as determined by the consultant in coordination with the RPC and PMC. These counts shall include hourly subtotals and vehicle classifications.

In addition to the eight (8) full-mode count locations, automated pedestrians and bicycles counts shall be conducted at an additional [three \(3\)](#) locations.

Counts must be completed during a 7-day period that does not include a holiday or special event not typically seen at the site. Bicycle and Pedestrian counts shall be collected using a DOTD-evaluated methodology described in LTRC 16-4SA (“Pedestrian and Bicyclists Count - Developing a Statewide Multimodal Count Program,” specifically Appendix D “Pedestrian and Bicycle Count Data: A Guide for Louisiana.”).¹ Bicycle and pedestrian counts shall be collected during the same period as motorized traffic counts. Prior to initiating Task 2E, the consultant shall prepare a memo for review by the PMC describing the traffic data collection plan and methodology to be employed.

Task 2 Deliverables: Task products will include a narrative report that describe existing conditions within the study area, accompanied by graphics and maps, and descriptions of how these data inform the Mobility Plan, complete with citations for all data sources.

TASK 3: VISION, GOAL, AND STRATEGY DEVELOPMENT

The consultant will work with the PMC to develop:

- A vision statement for the Mandeville pedestrian and bicycle plan,
- A clear, concise set of goals to be advanced through the plan,
- Specific strategies for advancing the goals of the Mobility Plan; incorporating infrastructure, programming and policy elements; and:
- Appropriate performance targets and metrics by which progress towards planning goals can be measured over time.

The vision, goals, and strategies identified in Task 3 shall be included within the introductory portion of the plan, and shall guide development of Task 4 deliverables.

Task 3 Deliverables: Task products will include a document describing the vision, goals, strategies, and performance targets for the Mandeville pedestrian and bicycle plan, as agreed upon by the PMC. This document shall serve as the introductory portion of the final report.

TASK 4: PLAN DEVELOPMENT

4A. Active Transportation Network Identification & Prioritization of Segments

The consultant will develop and employ a methodology that identifies a proposed citywide active transportation network and is clear about the benefits of such a network. This methodology should consider:

- Destinations and land use clusters that are (or have the potential to be) attractors and generators of non-motorized travel.
- Connectivity and directness of the network, which should minimize major diversions or gaps that could compromise safety or route choice.

¹An overview of the relevant methodologies is available at: <https://www.ltrc.lsu.edu/pdf/2019/Appendix%20D.pdf>

- Coverage of the network, which should be easily accessible throughout the study area, and should further connect to the larger parish wide network: the Tammany Trace.
- Network “Friendliness”, i.e., the identification of potential stressors (high traffic volumes, high traffic speeds, narrow rights of way, major intersections, etc.) that should be avoided or, if avoidance of the facility compromises route connectivity and directness, should include the installation of specific safety measures,
- Existing high injury safety issues within the non-motorized transportation network, and
- Existing accessibility (ADA) issues within the non-motorized transportation network.

Prior to initiating Task 4A, the consultant shall prepare a memo describing the methodology to be employed in the development of the active transportation network which must be approved by the PMC before proceeding.

Task 4A Deliverables: A memo to the PMC describing a methodology for identifying a citywide active transportation network; a narrative, accompanied by maps and graphics, of a proposed citywide active transportation network emphasizing parish and region-wide connectivity, and a discussion of the potential benefits of such a network.

4B: Other Considerations

The consultant should consider other factors and best practices, identified with help from the PMC, that may potentially have direct or indirect impacts on travel behavior in the city, such as signage and wayfinding for motorized and non-motorized travel, climate effects (tree canopy, drainage friendly facilities, etc.), micro-mobility (public bike-share, for example), and parking/curb management.

Task 4B Deliverables: A narrative describing other considerations for the citywide mobility network, informed by the PMC and by established best practices and research, accompanied by maps, graphics, and where available, supporting data.

4C: Program of Projects

Based on the goal identification and analysis conducted in tasks 3 and 4, the consultant will provide the PMC with a prioritized list of both short and long-term improvements by location, describing the transportation deficiency, type of proposed improvement(s), and an estimated cost. Before beginning this task, the consultant will prepare a memo to the PMC describing the prioritization methodology that will consider immediacy of need, ease of implementation, and potential to implement alongside other initiatives.

To the extent possible, the consultant should identify opportunities wherein RPC could work with St. Tammany Parish, the City of Mandeville, and LADOTD District 62 to advance these Transportation System Management improvements towards project level design and implementation using various funding sources including STP<200K attributable funds and Transportation Alternatives Program (TAP), among others.

Task 4C Deliverables: A methodology matrix for prioritizing projects (without costs); a prioritized program of projects with associated costs; visual maps of potential projects by cost, type, and priority.

4D: Model Policies and Ordinances

The consultant will develop a compendium of model ordinances and/or policies that through adoption the city could advance the goals of the citywide mobility plan. These may include: land-use planning policies that promotes active transportation-friendly development, subdivision regulations promoting network connectivity for non-motorized travel, district-specific traffic safety policies (such as reducing speeds or installing traffic calming measures near parks, schools, downtown, etc.), parking management, micro-mobility management, tree planting programs, etc. The consultant should also draft a model Complete Streets Policy that may serve as a basis for the City of Mandeville to develop and adopt a local Complete Streets ordinance.

Task 4D Deliverables: A set of context appropriate model ordinances and policies that support the goals of the mobility plan; a draft Complete Streets Policy.

TASK 5: DRAFT AND FINAL DELIVERABLES

All deliverables should be aggregated into a Mandeville Pedestrian and Bicycle Plan document for review by the PMC before the project has been billed at 90%. The PMC and RPC staff may recommend changes to be addressed before a final plan is approved. The consultant will provide ten (10) hard copies of the final plan (including appendices), and as well a digital copy on a USB drive with all accompanying data. Six (6) hard copies of the final report shall be delivered to the Regional Planning Commission and four (4) hard copies shall be delivered to the City of Mandeville.

TIMELINE: Eight Months

BUDGET: \$72,000