

Scope of Work
Active Transportation Improvements - New Orleans East I-10 Service Roads
Land Use and Transportation Corridor Analysis
“Stage 0” Feasibility Study
RPC Task No A-1.23

A. INTRODUCTION

The Regional Planning Commission (RPC), in cooperation with the City of New Orleans (CNO or “the City”) intends to develop a Stage 0 Feasibility Study that will identify alternatives for the creation of shared-use (biking and walking) facilities on or adjacent to the north and south I-10 service roads in New Orleans East. The RPC is requesting statements from qualified firms to provide professional planning services in support of this study.

B. PROJECT BACKGROUND

The City has identified the I-10 corridor through the greater part of New Orleans East as a potential alignment for a shared-use facility, with adaptations to the service roads and potential off-road treatments providing a protected walking and biking facility between Dwyer Road in the west to the vicinity of Paris Road in the east, along both the north and south service road corridors.

The identified alternatives will provide uninterrupted non-motorized connectivity along the length of the corridor, as well as to the existing biking and walking network and the planned or proposed improvements of the Moving New Orleans Bicycle Blueprint. The study should also identify opportunities for creating safe crossings for people walking and biking between the north and south sides of I-10.

Study Need

The City and RPC have prioritized improving a safe and connected network of facilities for non-motorized travelers, particularly in communities that are economically disadvantaged and/or experience a disproportionate number of crashes and resultant fatalities or injuries for people walking and biking. The City and RPC have also both adopted policies that emphasize increasing the modal share of walking and biking through a Complete Streets approach that considers the safety and comfort of all roadway users.

Both entities have also identified I-10 as a substantial barrier to community active transportation by severely restricting non-motorized travel and access to services within the project area and have emphasized mitigating or removing such barriers as a policy objective. The study corridor and project purpose serve all these criteria.

Study Purpose

The purpose of the study is to gather information on existing traffic and roadway conditions, and to evaluate a suite of alternative potential improvements to walking and biking facilities along the project corridor, and allow for safe non-motorized travel along and across I-10 and the service roads.

Study Objectives

The objectives of this Stage 0 study include development of feasible alternatives for improving walking and biking safety and access to destinations along the I-10 corridor in New Orleans East. The consultant

will perform a detailed evaluation of existing conditions and planned development along the corridor and develop conceptual alternatives based on these findings.

In developing conceptual alternatives, emphasis should be given to the following:

- (i) The walking and biking facilities should be contiguous throughout the north and south service road corridors with no disruptions or gaps that would force non-motorized users into conflict with traffic. This includes at locations where bridges and culverts cross drainage canals and at the existing interchanges.
- (ii) Identifying feasible options for creating protected walking and biking facilities in sections of the corridor within the existing paved right-of-way (e.g., by reducing lane width, reconfiguring traffic flow, etc.)
- (iii) Identifying feasible options in sections of the corridor for off-road shared-use facilities, through an examination of additional ROW of space on the corridor.
- (iv) Where neither (ii) nor (iii) above is an option, identifying adjacent roadways or otherwise parallel corridors that can be protected for continuity of walking and biking access.
- (v) At all intersections and interchanges, identifying treatments that will a) avoid or mitigate conflicts with motorized vehicles; b) provide access to and (where applicable) connect with the existing or planned citywide biking network.
- (vi) At the interchanges, identifying how the shared-use facility will allow non-motorized users to cross under the interstate comfortably and safely at grade.
- (vii) Identifying treatments that will provide access to, integrate with, and provide infrastructure and accessibility updates to existing transit stops.
- (viii) Identifying, with justification, potential locations and high-level concepts for grade separated walking and biking crossings at locations along the corridor.
- (ix) Identifying other factors that may prevent achieving the above goals, including state and local policies or regulatory structures, and propose avenues toward resolving these conflicts.
- (x) Identifying and reviewing impacts of ongoing and planned projects along the corridor, including H.014585 I-10 Barriers: Chef Menteur Highway to I-510.

C. STUDY GEOGRAPHY

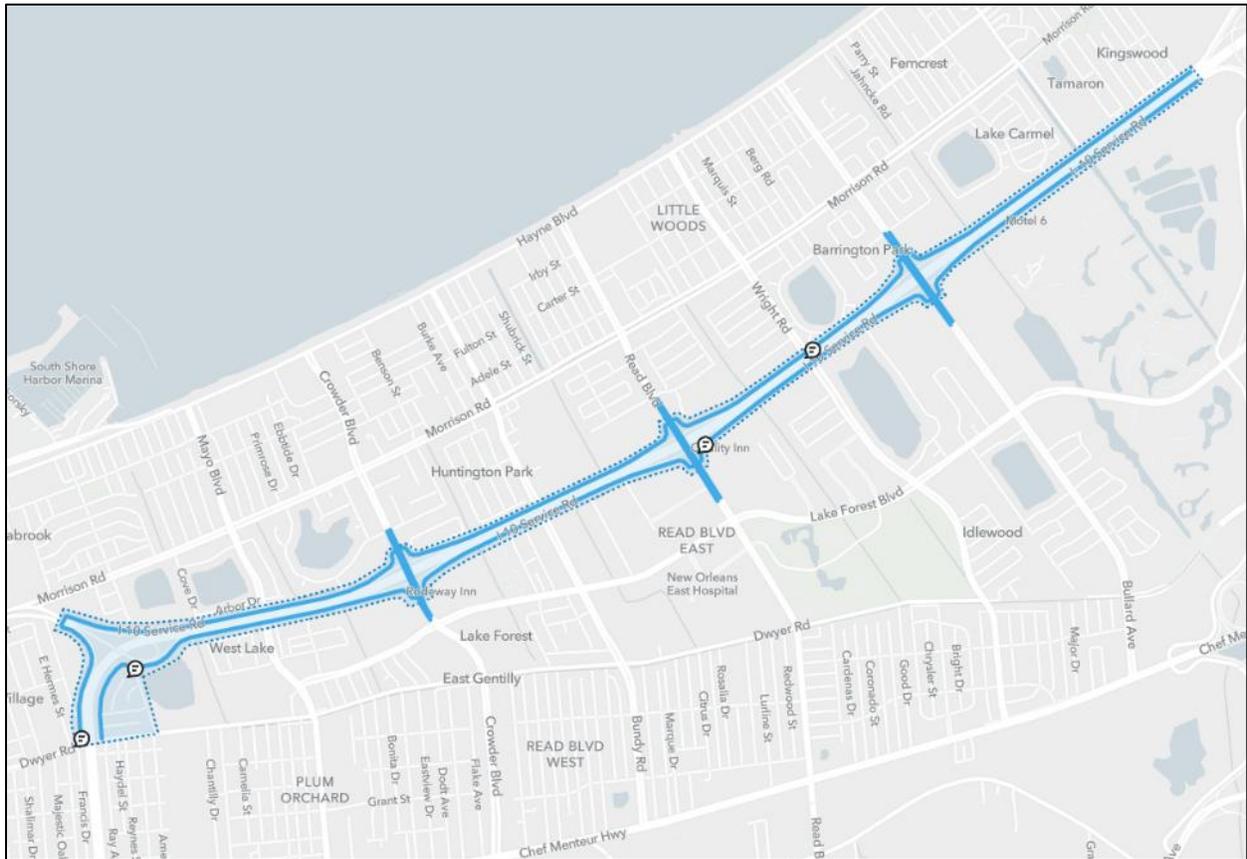


Figure 1 - Study Area Boundaries

The project corridor is the portion of the I-10 service roads and the adjacent roadway network located between Dwyer Road and the vicinity of Paris Road. The full corridor is approximately 5.5 miles long.

Description of Project Corridor

The I-10 service roads in this corridor are located on both sides of the Interstate. Both are two-lane, two-way roadways with 12-foot travel lanes. There are multiple access points from the service roads to local streets in the study area, though only four interchanges exist to allow people walking or biking to cross to either side of the interstate from both service roads at Morrison Rd., Crowder Blvd., Read Blvd., and Bullard Ave. The area is well served by the Regional Transit Authority, with multiple bus routes providing internal circulation in New Orleans East and higher frequency service connecting to the CBD with 5 transit lines operating either along portions of the service roads or intersecting the service roads.

Land uses in this large planning area include a mix of single, double, and multifamily residential areas in a post-war suburban development pattern. Household incomes vary along the corridor but are generally low to medium. Commercial development is most intense near Crowder Blvd., Read Blvd., and Bullard Ave., though as the City's "Plan for the 21st Century" 2010 Comprehensive Plan notes, each of these nodes has the potential for more intense commercial and private/public service development.

Task 1 – Project Management

1A: Project Timeline and Kickoff Meeting

The consultant will organize an internal kick-off meeting that will take place within two (2) weeks of the Notice to Proceed, to be held in-person or virtually at the discretion of RPC. The kickoff meeting will include the RPC Project Manager, RPC's public outreach coordinator (and other RPC staff as appropriate), the Consultant Project Manager, and representative from each subconsultant. This meeting will address logistical details for the conduct of the project, including data sharing, invoicing requirements, RPC's Area of Interest Title VI Assessment and Standards, and other project expectations. The consultant will prepare a detailed project schedule including major milestones (PMC meetings, site visits, draft reviews, final report submission, etc.) to be submitted and reviewed at the project kick-off meeting.

Deliverable: Task product will include detailed project schedule with timeline and major milestones and a summary of the kickoff meeting.

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 review the Consultant's work products. The PMC will consist of representatives from the RPC, CNO Mayor's Office of Transportation, CNO Department of Public Works, CNO City Planning Commission, Sewerage & Water Board, DOTD, CNO Council District E, and other stakeholders as deemed appropriate.

The Consultant shall be responsible for arranging PMC meetings at appropriate intervals throughout the study effort. It is anticipated that the PMC will meet no less than three (3) 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 content (including briefings, presentations and visuals) for all meetings.

The consultant will create and keep up-to-date an excel list of PMC invitees with their email and phone numbers. The Consultant will provide all necessary agendas, handouts, presentations, and exhibits at least five (5) business days in advance of PMC meetings for RPC review and approval, and shall prepare and distribute summary minutes of the meetings.

Deliverable: Task products will include meeting agendas, handouts, presentations, summary minutes and support graphics. A report of the meeting activities and outcome, with a copy of the sign-in list, will be made available to attendees within 10 days of each meeting.

1C. Stakeholder and Community Meetings

In consultation with RPC and the City of New Orleans, the consultant will arrange meetings with other stakeholders in the area to discuss the project's purpose and need and project-related development opportunities and concerns, as they arise and as appropriate.

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 feasibility study. These meetings may be conducted in an in-person or virtual setting at the discretion of RPC. Meetings shall be publicized and conducted in accordance with the RPC's Public Involvement Plan and Title VI Program. The consultant

shall work with jurisdictions and organizations representing communities within the project area of interest (AOI) to distribute information about these community meetings along with other opportunities for community input.

The consultant and the RPC project manager will meet with the City of New Orleans Office of Neighborhood Engagement and RoadWork NOLA at or around the kickoff meeting to determine if and how the City intends to conduct outreach for the project beyond that described above, and decide how such outreach will be coordinated with the consultant's community engagement efforts. The consultant will not be responsible for managing the City's outreach. The City may use engagement materials from contracted work but anything additional, as well as any publishing/printing fees, will be the responsibility of the City, though subject to review by the RPC project manager and the consultant. City of New Orleans' engagement efforts will not count toward RPC's Title VI Program expectations.

Deliverables: Task products will include meeting agendas, handouts, presentations, summary minutes and support graphics. Summary minutes will be made available to the RPC within ten (10) business days of all stakeholder and community meetings, with an original copy of the sign-in sheet (and/or a full list of virtual attendees) for inclusion with the final report.

TASK 2 - EXISTING DATA AND PLANS

2A. Plan Review and Inventory

Prior to initiating other deliverables, the consultant will review and inventory existing data and studies addressing the project area. The PMC will assist the consultant in compiling available data addressing land use and zoning, transportation, utilities, area demographics and environmental conditions within the study area.

The consultant will review previous plans within or relevant to the study area, including but not limited to:

- Moving New Orleans Bicycle Plan and Bikeway Blueprint (City of New Orleans)
- New Links Transit Network Redesign (Regional Planning Commission)
- City of New Orleans Plan for the 21st Century [Master Plan] (City Planning Commission)
- ADA Transition Plan for Public Rights of Way (New Orleans Department of Public Works)

The project team shall coordinate with appropriate stakeholders to ensure integration of this study with other ongoing projects, which may include (but are not limited to):

- Bus Rapid Transit (BRT) Study (Regional Transit Authority)
- Paratransit Comprehensive Operations Analysis (Regional Planning Commission)
- Transit Oriented Communities (TOC) Study (City Planning Commission and Regional Transit Authority)

The consultant shall identify any recent (since 2010) projects implemented within, intersecting, or otherwise affecting the study area, and to the extent possible shall identify the recent maintenance history of roadways within the project area.

As a component of the existing conditions report, the consultant will prepare a standalone memo summarizing data and projects reviewed during Task 2A, to be used as a basis for subsequent tasks.

Deliverables: Products will include a Task Report summarizing existing plans and studies for the corridor, incorporating an inventory of data available for the project area, describing coordination efforts with any ongoing planning efforts or projects within the study area, and identifying implemented projects affecting the study area. The consultant shall describe within the Task Report how plans and data are to be used in the development of the plan and completion of subsequent tasks.

2B. Demographic Profile

To review community equity, access and general impacts in the study area, an Area of Interest (AOI) will be established by the RPC. The RPC will provide the consultant with geographic, demographic and employment data, including measures identifying socio-economically distressed neighborhoods. The consultant shall describe within the Task Report how these data are to be used in the development of the plan.

Deliverables: Task report summarizing findings from Subtask 2B.

2C. Land Use and Design Regulations

The consultant shall identify and review applicable local and state permitting, land use, and roadway design standards and regulations applicable to the study area in consultation with the PMC, including but not limited to: to the DOTD Road Design Manual, applicable parish or municipal design standards on local roadways, roadway ownership, functional classification, and land use and design regulations in the Comprehensive Zoning Ordinance (CZO). The consultant shall identify and describe these regulations and standards in the Task Report, to be used as a basis for subsequent tasks.

Deliverables: Task report summarizing findings from Subtask 2C.

2D. Fatal and Serious Injury Crash Data Review

The RPC will provide the consultant with a five-year history of fatal and serious injury crashes, and crashes of all severities for non-motorized users, by location within the project area. This includes all non-motorized crashes along the I-10 mainline, as potential indicators of people crossing the interstate. As part of the Task Report, the consultant shall prepare a memo summarizing findings from the review of the crash data and describing how these data will inform subsequent tasks. The consultant shall prepare maps and tables summarizing crash data for inclusion in PMC presentations and the final report.

Deliverables: Task report summarizing findings from Subtask 2D, along with maps, tables, and other appropriate geospatial products documenting fatal and serious injury crashes. The consultant will coordinate with RPC's GIS Coordinator to ensure compliance with RPC standards and industry best practices related to GIS products and printed mapping.

TASK 3 - SITE INVESTIGATION AND DATA COLLECTION

Prior to initiating Task 3, the consultant shall prepare a memo describing the proposed approach and workplan for site investigation and data collection. This memo shall include a description of the methodology and validation process to be employed for 24-hour motorized and non-motorized counts speed analysis, turning movement counts, and a roadway/corridor lighting analysis. This memo must be approved by the Project Management Committee before initiating Task 3.

3A. Infrastructure & Utilities Inventory

The consultant shall conduct field work and use any relevant data from Task 2 to identify existing infrastructure conditions and utilities within the project study area. The consultant shall document information on roads within the study area, including lane widths, shoulder widths, available right-of-way, pavement and sidewalk conditions (presence, width, condition, ADA accessibility), intersections, transit stops, and trees, landscaping, and other vegetation in the right-of-way. The consultant shall inventory existing above and below-ground utilities and facilities including gas, water, electric, sewer, drainage, elevation, lighting, striping, signage, and signals.

Information shall be documented in an appropriate geospatial/machine-readable spreadsheet format with accompanying maps/graphics showing infrastructure and utilities within the study area.

Deliverable: *Maps and geospatial data documenting pavement conditions infrastructure and utilities information. The consultant will coordinate with RPC's GIS Coordinator to ensure compliance with RPC standards and industry best practices related to GIS products and printed mapping.*

3B. Lighting Inventory

The consultant will inventory the existence and type of lighting along all roadways and intersections within the project study area, including the presence or absence of pedestrian-scale lighting. The consultant shall conduct nighttime field visits to document and map the location of lighted and non-lighted areas.

Information shall be documented in an appropriate geospatial/machine-readable spreadsheet format with accompanying maps/graphics showing lighting and illumination sufficiency within the study area.

Deliverable: *Maps, tables geospatial data documenting lighting. The consultant will coordinate with RPC's GIS Coordinator to ensure compliance with RPC standards and industry best practices related to GIS products and printed mapping.*

3C. Motorized Traffic Counts

7-day, 24-hour traffic volume counts will be conducted on specified segments of the project corridor at up to sixteen (16) locations. These counts will contain hourly subtotals and include vehicle classification amounts. Counts must be completed during a 7-day period that does not include a holiday or special event not typically seen at the site. Per DOTD traffic data collection policy, consultant will review the 24 hour counts and recommend a peak AM, Mid-day, and PM peak period to RPC PM. The RPC project manager will review and recommend approval or otherwise comment on changes required.

It is anticipated that traffic counts and speed data will be required on the segments listed below. Final locations will be approved by the RPC project manager before counts commence.

South Service Road, between:

- Dwyer Rd and Mayo Blvd
- Mayo Blvd and Crowder Blvd
- Crowder Blvd and Bundy Rd
- Bundy Rd and Read Blvd

- Read Blvd and Wright Rd
- Wright Rd and Bullard Ave
- Bullard Ave and Paris Rd

North Service Road, between:

- Dwyer Rd and Morrison Rd
- Morrison Rd and Mayo Blvd
- Mayo Blvd and Crowder Blvd
- Crowder Blvd and Bundy Rd
- Bundy Rd and Read Blvd
- Read Blvd and Wright Rd
- Wright Rd and Bullard Ave
- Bullard Ave and Gannon Rd
- Gannon Rd and Paris Rd

3D. Non-Motorized Data Collection

Automated 24-hour, 7-day bicycle and pedestrian counts shall be collected at up to eight (8) locations 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” - <https://www.ltrc.lsu.edu/pdf/2019/Appendix%20D.pdf>). Counts should be collected during the same period as motorized traffic counts.

3E. Speed Data Collection

Single point speed data will be collected at 8 locations on the project corridor, to be selected in coordination with the project manager and project stakeholders. At a minimum, sample sizes should include at least 100 free-flow vehicles or two hours of collection, whichever threshold is met first. The technique the consultant intends to use to collect speed (traffic counter, RADAR/LIDAR, third party data) must be described in the project proposal and ultimately approved by the PMC. At each location, the following will be documented:

- The posted speed limit
- The percent of vehicles exceeding the posted speed limit
- Standard deviation of speeds, to determine the amount variation between high and low end
- 50th percentile speed
- 85th percentile speed
- 95th percentile speed

3F. Turn Movement Counts (TMCs)

The consultant will undertake weekday and weekend turning movement counts at up to ten (10) locations using the peak periods identified in Task 3C. Consultant shall document passenger vehicle, truck, bicycle, and pedestrian usage at each identified intersection for a three (3) hour period adjacent to the discerned AM and PM peak hour (1 hour before, 1 hour after). It is anticipated that turn movement counts will be required at the following sites listed below. Final locations will be approved by the RPC project manager before counts commence.

- Crowder Blvd at I-10 Service Road North
- Crowder Blvd at I-10 Service Road South
- Read Blvd at I-10 Service Road North
- Read Blvd at I-10 Service Road South
- Bullard Ave at I-10 Service Road North
- Bullard Ave at I-10 Service Road South

Deliverable: Task Report describing Task 3 Road Characteristics and all collection methods, data collected, and analysis of data collected. The consultant will note daily weather conditions ie. rain and the low and high temperature for each day data is collected.

All Task 3 traffic data products, including automated daily counts and manual Turn Movement Counts, shall be provided to the RPC in an appropriate machine-readable geospatial format to be determined in coordination with the RPC's GIS Coordinator.

TASK 4 - EXISTING CONDITIONS REPORT

With the documentation prepared in task from Tasks 2 and 3, the consultant will prepare a report that:

- Provides a narrative describing the I-10 service roads, with graphics and maps, including though not necessarily limited to the ownership of the roadway, regulatory standards governing the roadway, roadway characteristics (lane width, speed limit, intersections, condition), summary of surrounding land uses, summary of surrounding demographics, and apparent right-of-way.
- Summarizes existing planning efforts or implemented projects that would have a potential impact or are otherwise related to non-motorized travel on the I-10 service roads.
- Describes the 5-year crash history along the project corridor, with crash mapping
- Describes the motorized and non-motorized traffic conditions of the roadway using data collected in Task 3.
- Describes in detail existing and potential conflicts with motorized traffic for people walking and biking along and across the project corridor.

Deliverable: An Existing Conditions Report for the Corridor. Photographs of the existing corridor, clearly labeled, should be included in the report.

TASK 5 - CONCEPTUAL PLAN DEVELOPMENT

Based on the findings from Tasks 2-4, consultant will review, summarize, and develop conceptual alternatives that improve/enhance operational efficiency and safety for all modes where opportunities exist to do so both in the field and in policy. The Consultant will review and recommend FHWA proven safety countermeasures where feasible. The Consultant will also review and make recommendations consistent with the City and LADOTD policy, informed by the newest available AASHTO Guidance on Bicycle Facility Design, NACTO Urban Bikeway Design Guide, NACTO Urban Street Design Guide and the Public Right-of-Way Accessibility Guidelines (PROWAG).

Draft concepts will be developed for each segment of the corridor. These concepts may incorporate elements such as new or upgraded sidewalks, paths, protected bikeways, separated biking and walking shared-use trails, signals, signage, high-visibility striping, augmented pedestrian crossings, wayfinding, improvements meeting ADA compliance, pedestrian lighting, and other measures to enhance the safety and connectivity of the corridor, consistent with LADOTD design standards (EDSM II.2.1.14).

Concepts should be developed to a level of detail sufficient to communicate concept details to professionals and to the general public, in both narrative and visual form. Aerial photos overlaid with graphic representations of recommended upgrades and labeling is expected using an appropriate software program. Conceptual alternatives should be clearly laid out and understandable.

The Consultant will coordinate with the PMC on the development and evaluation of concepts, identifying project priorities which are feasible and appropriate for implementation. For each concept, the consultant will, to the extent possible at this stage of project development, establish preliminary cost estimates associated with engineering design, environmental actions, right-of-way acquisition, utility relocation, and contingencies.

Deliverable: *Conceptual Plan*

TASK 6 - DRAFT AND FINAL REPORT

Consultant shall finalize conceptual alternatives and prepare/submit the Stage 0 Feasibility Study, documenting the information and analysis described above. All studied alternative(s) deemed feasible by the PMC will be described in the Stage 0 Report. The Stage 0 report should summarize the process for developing the conceptual plan and alternatives in a narrative format, including any improvements which were evaluated and deemed not feasible. The report should specify in detail how FHWA proven safety countermeasures are incorporated into each concept.

The consultant will prepare MPO Stage 0 checklists (ref. LA DOTD Program Development and Project Delivery System Manual, Chapter 4: Stage 0 Standard Operating Procedure, Checklist for MPO Stage 0-Preliminary Scope and Budget Worksheet, and Stage 0 Environmental Checklist) for the studied alternative(s).

The RPC will engage with the local public agency (LPA) following the completion of the Stage 0 report to determine a recommended alternative, should the LPA decide to advance the project.

Deliverable: *Ten printed copies of the report and 5 PDF and an editable Microsoft Word version, as well as digital versions of all maps, visualizations, and associated GIS files saved on three USB drives.*

*Deliverables will be submitted by the Consultant to the RPC for distribution. All analysis work products and electronic files (including SYNCHRO files) will be submitted to the RPC. All data collected as part of this effort will be provided to the RPC in formats designated by RPC staff. Submittals accomplished in CAD and/or *.shp file format will be consistent w/ RPC standards.*

The Consultant will prepare overall visualizations and “meeting-ready” graphics of the proposed improvements to be used in outreach efforts conducted by the City at its discretion to help the community understand the design intent by using before and after graphics in plan-view for the corridor and key destinations. The Consultant will be responsible for the development of estimated quantities and costs for proposed improvements.

Budget: \$145,000

Timeline: 8 months