

SCOPE OF SERVICES

St. Tammany Parish Comprehensive Pedestrian and Bicycle Master Plan (CPBP)

St. Tammany Parish, Louisiana

State Project No.: H.015928

(ST TAMMANY PARISH BIKE PED PLAN)

RPC Project No.: STBP24

PROJECT BACKGROUND/DESCRIPTION

The proposed project consists of the preparation of the St. Tammany Parish Comprehensive Pedestrian and Bicycle Plan (CPBP) to address existing deficiencies and to assess further expansion of walking and bicycling infrastructure to make the Parish a safer place for these activities. According to the Louisiana Crash Data Reports (<http://dataports.lsu.edu/CrashReportIndex.aspx>), between 2012 and 2021 there were 41 pedestrian traffic fatalities and 12 bicycle traffic fatalities in St. Tammany Parish, ranking it in the top 5 Louisiana parishes for vulnerable user fatalities. Over the same period 5 fatal bicycle crashes were on U.S. highways and 5 fatal bicycle crashes were on State roads. FHWA named Louisiana one of the top 16 states in the USA for pedestrian fatalities based on 2014-2019 fatality data, designating the State of Louisiana a Focus State based on a consistent overrepresentation of non-motorized fatalities (including bicycles also) using FHWA developed metrics and screening thresholds.

St. Tammany Parish and its municipalities have not substantially increased the supply of bicycle and pedestrian facilities throughout the street network in the parish over the last 20 years. In response to feedback from its citizens in recent comprehensive planning efforts, the New Directions 2040 Plan, a meaningful change to better incorporate the needs of vulnerable users was identified and addressed. The May 2022 adopted New Directions 2040 plan provides several mobility strategies from requiring accommodation in new residential, commercial, and mixed-use developments to retrofitting existing but incomplete roadways so that people can walk and bike safely to destinations and make connections to existing and adjacent networks. This Comprehensive Pedestrian and Bicycle Master Plan is in response to the 2040 New Directions Plan directives. Additionally, St. Tammany Parish is the process of completing a multi-modal Transportation Plan.

St. Tammany has the Tammany Trace, hereinafter known as the *Trace*. It is a 31.74 mile long rails to trail conversion project that connects eastern and western portions of the parish. Several municipal bicycle and pedestrian plans have created linkages from local networks to the Trace, creating a de facto functional class hierarchy for the parish, linking local efforts to the parish wide Trace facility and initiating the beginnings of a regional network for bicycles and pedestrians. The Trace draws users from other areas in the New Orleans region as well as the southeastern United States.

However, as successful as the Tammany Trace has been, it remains that many areas of the parish have few safe bicycle routes and inadequate pedestrian facilities. Outreach activities undertaken by the Parish as part of the New Directions Comprehensive planning effort indicates a significant amount of support for expanding on the Trace and creating a more extensive network of bicycle and pedestrian

facilities, and for making existing on-street corridors safer for bicyclists and pedestrians. Importantly, implementation of Complete Streets treatments on roadways, both along and across state and local roads, is desired. A Complete Street is safe, and feels safe, for everyone using the street. To that end, the existing network outside of the Trace has little to no connectivity or continuity of design treatment to provide safe and practical means of travel other than motor vehicular transportation.

Currently, there are few Parish standards for or any incentives to promote safe and connected walking and bicycling facilities. The Parish's Subdivision Regulations contain requirements for sidewalks but do not require that these sidewalks link to a broader network, creating a hazardous situation for individuals navigating the area or leaving these subdivisions on foot or bike. With the development of each new subdivision, the safety and connectivity issues are compounded. Thus, Parish design standards and internal policies that prevent or dissuade network building will be reviewed.

In addition, the Parish relies heavily on State routes which currently act as the major street network in St. Tammany. Given 43.5% of all fatal crashes in Louisiana in 2021 occurred on state routes while only 9.1% occurred on Parish roads and 10% occurred on City and local roads¹, this study will include the evaluation of State routes to help identify potential problem areas for vulnerable users.

The 2017 Louisiana DOTD Minimum Design Guidelines lay out a Complete Streets Design Guide. It details required accommodations to meet bicycle and pedestrian needs and determines acceptable widths and offsets for urban and rural roadways which the State of Louisiana owns and maintains. Per FHWA, the importance of designing to context and ensuring safety should be a focus for all routes to create a Complete Streets network. Rather than relying on past design solutions, application of design flexibility will be necessary. Locally unfamiliar yet allowable safety design solutions rely on the support of flexible engineering judgement, and this will be evaluated as part of policy recommendations to optimize vulnerable user safety and reduce conflicts with other modes.

Following local and national trends, walking and bicycling is expected to continue increasing in St. Tammany Parish, necessitating a plan for continued investment to safely meet the growing demand. This study will help diagnose the existing network for people on bicycles and on-foot, review for directness, access, and quality of facilities, and layout a plan for establishing a robust and safe network supported by a program of projects and policies that confront current barriers.

Study Purpose:

The purpose of the study is to develop a plan for St. Tammany Parish that will guide the Parish in developing policies and projects that will enhance safety and ease of use throughout the parishes non-motorized transportation network and improve livability for the parishes residents. Emphasis will be placed on expanding access to the Trace and creating a more extensive network of bicycle and pedestrian facilities both on streets as well as in public utility servitudes, and for making existing on-street corridors safer for bicyclists and pedestrians.

¹ Louisiana Carts database, Section D: Where Crashes Occur, Fatal and Injury Crashes by Highway Type

Study Need:

St. Tammany Parish has not substantially increased the supply of bicycle and pedestrian facilities throughout the street network in the parish over the last 20 years. In response to feedback from its citizens in recent comprehensive planning efforts, the New Directions 2040 Plan, a meaningful change to better incorporate the needs of vulnerable users was identified and addressed. The May 2022 adopted New Directions 2040 plan provides several mobility strategies from requiring accommodation in new residential, commercial, and mixed-use developments to retrofitting existing but incomplete roadways so that people can walk and bike safely to destinations and make connections to existing and adjacent networks. This Comprehensive Pedestrian and Bicycle Master Plan is in response to the 2040 New Directions Plan directives.

Project Location

The project limits for the plan encompass the entirety of the unincorporated areas of St. Tammany Parish. The plan will include all roadways within the geography, as well as servitudes adjacent to roadways or utilized by public utilities.

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, a representative from each subconsultant, and a representative from St Tammany Parish. 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.

In preparation for the kick-off meeting the Consultant will prepare a draft project schedule including major milestones (data collection, PMC meetings, stakeholder meetings, site visits, draft reviews, final report submission, etc.). The schedule must be submitted and approved by the RPC Project Manager prior to the kick-off meeting.

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

1B. Project Management Team

Working in coordination with St. Tammany Parish, RPC will establish a Project Management Team (PMT) to guide the study and technical evaluation process. Membership will include St. Tammany Parish Planning and Engineering Departments, Louisiana Department of Transportation and Development District 62, Regional Planning Commission, St. Tammany Parish Sheriff's Office, St. Tammany Health and Human Services Department, utility companies (CLECO), and local jurisdictions. Others may be added which may include key stakeholders from the residential community, businesses, and major industries.

The consultant will create a plan of engagement for the Project Management Team which will include a schedule of meetings and tasks that work seamlessly with the citizen engagement process. The consultant is responsible for all meeting logistics and writing minutes that detail the direction, concerns and recommendations of the team during the study. The PMT will help the consultant to generate a robust contact list, assist with access to individuals and agencies, and help to inform the public engagement plan process.

The PMT will provide insights into walking and bicycling routes within neighborhoods and to connect subdivisions, establish local and regional connectivity between urban and rural areas as well to connect to adjacent parishes. The PMT will review and advise on the prioritization or a hierarchical approach to project and program implementation. The PMT will review crash data and crash locations and review and advise on all standards and specifications as well as ordinance and policy change recommendations. Depending on the work, smaller technical meetings may be necessary with St. Tammany staff and elected officials to discuss nuances and determine potential gaps or pitfalls. The consultants will not meet with public officials on this effort without the accompaniment of the RPC Project Manager.

Over the course of the project the PMT will meet four (4) times. Below is an outline of what should be on the agenda for each meeting.

- a. Review project scope and identify gaps in the current walking and bicycling infrastructure, identify suggested local policies and programming of resources to encourage and foster pedestrian and bicycle safety in St. Tammany Parish.
- b. Review results of consultant data collection, analysis, and provide input into development of potential countermeasures, and policy recommendations to raise awareness and increase pedestrian and bicycle safety.
- c. Review proposed recommendations stemming from the data analysis and public engagement activities to reach a consensus for prioritizing and incorporating proposed infrastructure, suggested policies and programming based on a 5E approach of engineering, education, enforcement, encouragement, and evaluation.
- d. The Draft CPBP Plan will be presented to the Management Committee for review and comment. Any necessary revisions will be made here prior to finalization by the consultant team and submission to the St. Tammany Parish Planning Commission and St. Tammany Parish Council for final consideration and Plan approval. The committee will identify a system of walking and bicycling routes, including potential recreational trails and bicycle boulevards, with the inclusion of linkages and appropriate treatments that will provide for connectivity throughout St. Tammany Parish. This committee will also inform prioritization or a hierarchical approach to project and program implementation.

1B Deliverable: Task products will include PMT engagement framework, 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 PMT, stakeholder and community meetings.

1C. Citizen and Stakeholder Engagement

The consultant will draft an engagement plan for citizen outreach. The citizen engagement plan will be informed by RPC pre-planning evaluations of the Area of Interest (AOI) and Social Vulnerability Index data within the AOI. At the project kick-off meeting this information will be reviewed, discussed, and if deemed appropriate the AOI may be modified. The citizen engagement plan and process will reflect AOI findings to comply with federal guidance for Environmental Justice (EJ), Limited English Proficiency (LEP), and the Americans with Disabilities Act (ADA). Various activities under the citizen engagement plan include creating a schedule of public meetings or workshops, devising meeting strategies, management of all meeting logistics and locations, and creation of all agendas, materials and minutes for public forums, as well as key stakeholder interviews. Content and preparation of public information materials including a possible web based outreach page, web and paper based surveys, and other informational handouts, PowerPoint presentations or graphics will be primarily the responsibility of the consultant. Consultant is responsible for informational and visual strategies that best enhance two-way communication in St. Tammany Parish. The RPC Project Manager will review and advise on final materials. Draft materials will be provided at least 5 business day prior to public meetings.

1C Deliverable: Task product includes the development of citizen and stakeholder engagement plan.

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 PMT will assist the consultant in compiling available data addressing land use and zoning, transportation, utilities, area demographics and environmental conditions within the study area.

With the assistance of the RPC Project Manager the consultant will assemble a range of completed reports and data that inform current conditions in St. Tammany Parish. These include, but are not limited to; zoning data, streets data, parks and recreation data, LA CARTS crash data. Additional information will be gleaned from existing bicycle and pedestrian plans for incorporated areas and transportation corridor analyses; local, regional and state plans, maps, and policies that guide infrastructure placement, facility design, and best practice examples from other regions.

- LA CARTS bicycle and pedestrian fatalities and serious injury crash data – to be utilized to diagnose where and why non-motorized crashes are occurring. The consultant will review parish crash history, crash locations, types of crashes and the involvement by age, alcohol or drug use, helmet use, time of day and determine and explain the significant factors.

- Further, the consultant will review the crash data hot spots identified in the LA Pedestrian Crash Study. They will recommend appropriate FHWA countermeasures for those locations and identify any other locations that embody a similar risk environment and make recommendations. This may result in a Stage 0 for state routes and a Local Road Safety application for local routes to seek Highway Safety Improvement Program Vulnerable R Users (HSIP VRU) funding.
- RPC led studies in St. Tammany Parish, both focused on bicycles or pedestrians and those with an underlying or relevant bike/ped component, will be reviewed by the consultant to inform the current work effort. These include, but are not limited to: US 190 widening, 2019 Madisonville Pedestrian and Bicycle Master Plan Feasibility Study, 2012 Mandeville Bike and Pedestrian Plan and the 2022 Mandeville Pedestrian and Bicycle Plan Update, 2015 Slidell Bike Plan, 2010 Slidell Olde Towne Streetscaping, 2018 Covington Bicycle Master Plan, 2017 Gause Blvd Sidewalk Study, 2013 LA 21: US 190/Covington to LA 22 Madisonville Bicycle and Pedestrian Improvements, 2007 US 190B Streetscape Improvements Stage 0 Feasibility Study/City of Covington, 2005 Regional Planning Commission Metropolitan Bicycle and Pedestrian Plan, and other applicable studies undertaken by the Parish, or municipalities.
- RPC will make available boundary based aerial imagery, existing and proposed regional bike/ped facility maps, transportation road networks, land use and land-based datasets as needed.
- State standards, studies or mapping that include St. Tammany Parish that are focused on bicycles or pedestrians and those with an underlying or relevant bike/ped component, will be reviewed by the consultant to inform the current work effort. These include, but are not limited to:
 - 2012 Louisiana Bicycle Suitability Map (2 sides), 2014 Greater New Orleans Area Bike Map
 - The 2020 Louisiana Pedestrian Crash Study-an analysis of Pedestrian Crashes on State-Owned Highways in Louisiana from 2015 to 2019 resulting in Level of Service Safety or LOSS data output showing locations where pedestrian crashes have occurred or are at risk of occurring due to similar conditions. The consultant will identify low-cost/high value projects that will address these locations.
 - The Louisiana DOTD is soon to complete the Louisiana Bicycle Crash Study-an analysis of Pedestrian Crashes on State-Owned Highways in Louisiana from 2015 to 2019 resulting in Level of Service Safety or LOSS data output showing locations where bicycle crashes have occurred or are at risk of occurring due to similar conditions. The consultant will identify low-cost/high value projects that will address these locations.
 - 2017 Louisiana DOTD Minimum Design Guidelines / Complete Streets Design Guide
- St. Tammany Parish
 - ADA Transition Plan

- 2040 New Directions Plan
- St. Tammany Parish Multi Modal Plan
- Zoning data

The consultant will work through the RPC Project Manager who will coordinate with the Geographic Information System (GIS) manager as well as the St. Tammany Parish Planning and Zoning Department to determine what additional data sets are needed and available. The consultant will assemble data and coordinate with RPC's GIS Coordinator to ensure compliance with RPC standards and industry best practices related to GIS products and printed mapping and data tables. All maps will use GIS techniques and will be produced in ARC GIS Format. A data sharing agreement between the RPC and the consultant is required.

Task 2B: Identification of additional Data Needs:

Consultant will work with RPC and PMT members to determine adequacy of existing data and identify data needs and shortcomings that would need to be updated or otherwise gathered in order to develop appropriately actionable, evidence-based plans. This could include but not limited to ADT and vehicle classification counts, turning movements counts, and vehicular speed assessments on strategic roadways.

Task 2 Deliverables: A compendium of reviewed plans and documentation relating to the implementation of Bicycle and Pedestrian Plans, Complete Streets, design best practices and most recently available crash histories from LACARTS. Assessment and identification of data needs to be gathered and referenced in subsequent tasks.

TASK 3 – DEVELOP A PARISH-WIDE NETWORK

Based on the 2040 New Directions Plan, other applicable local plans, and data collected in Task 2, the consultant team will formulate a useful, hierarchical, and interconnected network of on-street and off-street bicycle and walking facilities across St. Tammany Parish that serve rural and urban communities. The consultant will evaluate existing streets and rights-of-way and consider and propose new corridors, whether on-street or separated trails as needed, to serve expected population growth, community density, or underserved areas. To achieve this, barriers will be identified such as limited right-of-way, bridges without accommodations, watershed and wetland impediments, or inadequate signalization and striping along and across streets and corridors. Crash data will help inform facility design. Innovative and allowable safety designs that may be unfamiliar to Louisiana engineers, particularly for State routes and U.S. Highways that need the support of flexible engineering judgement, will be considered as part of policy recommendations to optimize vulnerable user safety and innovation. These will be shared with the Project Management Team, participating government agencies and organizations, and within the citizen engagement process.

Working in close consultation with the Project Management Team, the consultant will develop on-street

route map(s) indicating existing, future, and priority corridors. The plan will provide for internal linkages between St. Tammany Parish walking and bicycling routes as well as planned future connections to networks in adjacent parishes.

The consultant will also develop, in consultation with the Project Management Team, off-street route map(s) indicating existing and priority corridors. The plan will consider the use of available parks, open spaces and utility easements within St. Tammany Parish for potential off-street routes, including potential connections to existing or planned networks in adjacent parishes. Once determined, the consultant will estimate associated costs.

The consultant will research and document best planning practices and guidance from, but not limited to, the following sources: Louisiana DOTD Complete Streets Policy, DOTD guidelines and manuals, AASHTO publications, the MUTCD, NACTO and other national guidelines relevant to pedestrian and bicycle planning and safe design. The consultant will also review, recommend, and document within the plan successful programs from other areas of the U.S. or program elements that are relevant for local implementation that fulfill or incrementally support Engineering, Education, Enforcement, Evaluation, and Encouragement leading to state of the art facilities, policies, and programs which foster safety for pedestrians and cyclists. Based on Task 2B, consultant will gather additional data information to be used in the development of the proposed networks.

Task 3 Deliverables: A context appropriate bicycle and pedestrian and complete street network plan that is informed by the aforementioned sources and best practices. Product will be a geospatial dataset that identifies the type and location of each proposed improvement.

TASK 4 – MODEL POLICY AND DESIGN GUIDELINES

4A. Model Complete Streets Policy and Ordinance

The consultant will develop a compendium of model ordinances and/or policies that through adoption the parish could advance the goals of the parish-wide 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 St. Tammany Parish to develop and adopt a parish-wide Complete Streets ordinance.

The consultant will assist St. Tammany Parish Planning and Development Department review and propose modifications to parish ordinances, including zoning ordinances, that reflect and support the findings and the agreed upon steps that result from this planning effort to advance the goals of the 2040 New Directions Plan, that contribute to a safe interconnected network of walking and bicycling facilities and developments that promote active transportation choice.

4B. Develop Design Guidelines, Standards, and Specifications

The consultant team will develop engineering standards and specifications for walking and bicycling infrastructure in St. Tammany Parish. The consultant will work with the RPC Project Manager, St. Tammany Parish Engineering Department, LA DOTD District 62, and other participating partners in the review, update, or development of nationally recognized and innovative design and engineering standards and specifications for on-street and off-street facilities. These may include specifications for: bicycle lanes; separated bicycle lanes; protected bike lanes; one and two-way cycle tracks, raised cycle tracks, contra-flow bike lanes, right and left side one-way bike lanes, intersection design and treatments including bike boxes, advanced stop lines, signal types, signal delay and actuation including audible pedestrian signals (APS) and crosswalk designs; median and corner refuge islands; and shared use roadways. Guidelines will recommend facilities for various types of roadway based on width, pavement, land use, and maintenance. Additional standards for pedestrian lighting which address night-time crashes, APS signals and ADA ramps to assist ambulatory disabled citizens of St. Tammany, bike parking in view of commercial development and multi-family housing, and at-grade railroad crossing treatments will be addressed.

The consultant will also assist St. Tammany Parish in the development and refinement of design and engineering standards and specifications for St. Tammany Parish way-finding signage and end of trip facilities. This may include the placement and specifications for trailheads, trailside facilities, and recreational node accommodations along with motor vehicle barriers and vegetation.

4C. Parish-wide policy and program recommendations

The CPBP will identify, describe, and document specific programs to be pursued or specific actions that would be taken in the short, intermediate and long range to achieve the goals of the Comprehensive Pedestrian and Bicycle Plan over the next 10 years. These may include recommendations for far ranging policies and programs. For example, policies for dedicated parish vulnerable user project funding, motor vehicle education, involvement of law enforcement agencies, organized rides, or commuter education programs, etc.

4D. Performance Monitoring Plan

The main goal of the proposed St. Tammany Parish Comprehensive Pedestrian and Bicycle Plan will be to improve safety for walking and bicycling in St. Tammany Parish for residents and visitors. The plan will become the foundation for establishing a network of infrastructure that produces a safe solution for walking and bicycling within the Parish, identifying prioritized implementation strategies for funding and constructing the improvements. Strategies for enforcement, public outreach campaigns, and safety education will be included so that people walking, bicycling, and driving are educated on safely sharing the roadways.

The effectiveness of the proposed project will be measured by the successful completion and adoption of the CPBP. The consultant will assist RPC Project Manager and St. Tammany Parish in the development of performance measures to document the development of the CPBP and track its follow-on

implementation.

Task 4 Deliverables: A set of context appropriate model ordinances and policies that support the goals of the mobility plan; a draft Complete Streets Policy, development of proposed guidelines for design, standards and specifications based on safety and best practices, and a plan for monitoring performance of the proposed networks.

Task 5 – Program of Projects

Based on the results from tasks 3 and 4, the consultant will provide the PMC with a 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 St. Tammany Parish could work with RPC, 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 5 Deliverables: A methodology matrix for prioritizing projects (without costs); a program of projects with associated costs; visual maps of potential projects by cost, type, and priority.

TASK 6 – DEVELOP DRAFT PLAN

The consultant will serve as the lead in coordinating the text, maps, tables, and graphics for the plan in consultation with RPC Project Manager. Planning work will be captured in sections as the project unfolds, notably to summarize existing plans, evaluate crash data to inform the larger plan and spell out countermeasures for recognized problem locations and locations that have similar risks, identify and map existing networks, identify barriers that are mountable and insurmountable, propose hierarchical and phased bicycle and pedestrian networks with estimated costs, create standards and specifications, recommend zoning modifications relative to the plan and recommend programmatic actions (education, enforcement, etc.) that the Parish can put in place to support the plan.

The final plan should be appropriately written for adoption by St. Tammany Parish Planning Commission. It will include an Executive Summary and meeting minutes for both technical and citizen engagement will be included in the appendices.

The consultant will present the draft CPBP to the Project Management Team at a project meeting. At this meeting, the consultant will advise the Project Management Team members on the study findings and draft recommendations, including short, intermediate, and long-term projects, policies, and programs that might be implemented. Project Management Team members will be given two weeks to finalize and submit their review comments based on the consultant presentation and technical

findings.

Task 6 Deliverables: Delivery of a draft bike and pedestrian/ complete streets plan for PMC review.

TASK 7 – REVIEW AND REVISE DRAFT CPBP

All deliverables should be aggregated into a St. Tammany Parish Comprehensive Pedestrian and Bicycle Master Plan (CPBP) for review by the PMT before the project has been billed at 90%. The PMT and RPC staff may recommend changes to be addressed before a plan is approved. The consultant will provide (10) hard copies of the final plan (including appendices), as well as 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 St. Tammany Parish.

Task 7 Deliverable: Delivery of a revised draft bike and pedestrian/ complete streets plan for full PMC review and presentation.

TASK 8 – PRESENT, APPROVE, AND ADOPT CPBP

Once the final document is revised, the consultant will work with the St. Tammany Parish Planning Department to schedule the document for a Planning Commission public hearing as an amendment to the Transportation Element of St. Tammany Parish 2040 New Directions Comprehensive Plan. As part of the public hearing process, the consultant will present the final document to the Planning Commission for a recommendation. Presentation materials and other products developed in support of the CPBP will be provided to the Parish Development office for further use in support of hearings with the Parish council or other entities as appropriate.

Task 8 Deliverable: Development of presentation materials for presentation to St. Tammany Planning Commission, and presentation of the final CPBP to the planning commission.

TIMELINE: The RPC and technical subconsultant(s) selected by the RPC must complete all work within ten (10) months from the issuance of the Notice to Proceed by RPC.

PROJECT BUDGET: \$ 550,000