

DOTD FORM: 24-102

(Revised December 12, 2024)

PROPOSAL TO PROVIDE CONSULTANT SERVICES

Prime consultant shall complete the DOTD Form 24-102 without altering the Form's text; however, the instruction and/or guidance for Sections 12 through 23 can be removed but do not remove Section title and number.


ANY CONSULTANT FAILING TO SUBMIT ANY OF THE INFORMATION REQUIRED ON THE DOTD FORM 24-102, OR PROVIDING INACCURATE INFORMATION ON THE DOTD FORM 24-102, MAY BE CONSIDERED NON-RESPONSIVE.

1. Contract Name as shown in the advertisement	RPC Traffic Counting Program Update 2025-2026 Transportation System Surveillance
2. Contract Number(s) as shown in the advertisement	RPC Task A-1.26TC: FY-26 UPWP
3. State Project Number(s), if shown in the advertisement	
4. Prime consultant name (name must match exactly as registered with the Louisiana Secretary of State (SOS) where such registration is required by law; including punctuation; include screenshot from SOS at the end of Section 20)	Quality Counts LLC
5. Prime consultant license number (as registered with the Louisiana Professional Engineering and Land Surveying Board (LAPELS) if registration is required under Louisiana law)	N/A
6. Prime consultant mailing address	15615 SW 74th Ave #100 Tigard, OR 97224
7. Prime consultant physical address (existing or to be established, if location is used as an evaluation criteria)	4358 Jeffrey Dr, Ste A-2 Baton Rouge, LA 70816
8. Name, title, phone number, and email address of prime consultant's contract point of contact	Andrew Mix, Director of Operations, 614-738-3679, amix@qualitycounts.net
9. Name, title, phone number, and email address of the official with signing authority for this proposal	Andrew Mix, Director of Operations, 614-738-3679, amix@qualitycounts.net

Prime consultant should enter the firm name in the footer at the bottom of this page. (It will carry over to subsequent pages.)

10. This is to certify that all information contained herein is accurate and true, and that the team presently has sufficient staff to perform these services within the designated time frame. By submitting this proposal, proposer certifies that it is not engaged in a boycott of Israel and it will, for the duration of its contract obligations, refrain from a boycott of Israel. Proposer also certifies and agrees that the following information is correct: In preparing its response, the proposer has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not, in the solicitation, selection, or commercial treatment of any subcontractor or supplier, refused to transact or terminated business activities, or taken other actions intended to limit commercial relations, with a person or entity that is engaging in commercial transactions in Israel or Israeli-controlled territories, with the specific intent to accomplish a boycott or divestment of Israel. The proposer also has not retaliated against any person or other entity for reporting such refusal, termination, or commercially limiting actions. DOTD reserves the right to reject the response of the bidder or proposer if this certification is subsequently determined to be false, and to terminate any contract awarded based on such a false response.

Pursuant to Act No. 581 of the 2024 Louisiana Legislature Regular Session, proposer further certifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association based solely on the entity's or association's status as a firearm entity or firearm trade association. In addition, proposer certifies it will not discriminate against a firearm entity or firearm trade association during the term of the contract based solely on the entity's or association's status as a firearm entity or firearm trade association.



Signature above shall be the same person listed in Section 9:

08/04/2025

Date:

11. If a Disadvantaged Business Enterprise (DBE) goal has been set for this advertisement, indicate which firm(s) will be used to meet the DBE goal and each firm(s)' percentage.

Firm(s):
N/A

Firm(s)' %:

12. Discipline Table:

As indicated in the advertisement, insert a completed table here. The percentages for the prime and sub-consultants must total 100% for each discipline, as well as the overall total percent of the contract.

The **only** disciplines to be used are listed in the drop down in each row (Appraiser, Bridge, CE&I/OV, CPM, Data Collection, Environmental, Geotech, ITS, Other (must specify), Planning, Right-of-Way, Road, Survey, and Traffic). **Remove rows as needed.**

Discipline(s)	% of Overall Contract	Prime	Firm B	Firm C	Firm D	Firm E	Each Discipline must total to 100%
Data Collection	100	Quality Counts LLC					100%
Choose an item.							100%
Choose an item.							100%
Choose an item.							100%
Choose an item.							100%
Choose an item.							100%
Choose an item.							100%
Choose an item.							100%
Choose an item.							100%
Choose an item.							100%
Choose an item.							100%
Choose an item.							100%
Choose an item.							100%
Choose an item.							100%
Identify the percentage of work for the overall contract to be performed by the prime consultant and each sub-consultant.							
Percent of Contract	100%	Quality Counts					

13. Firm Size:

For all firms that are part of this team, indicate the approximate number of personnel to be committed to this contract, by DOTD Job Classification and the total number of personnel within the firm that could provide support, if needed. If a specialized job classification is required and not included on the DOTD job classification list, specify “Other (must specify)” and include the classification title inside the parentheses.

The DOTD Job Classification(s) to be used can be found at the following link:

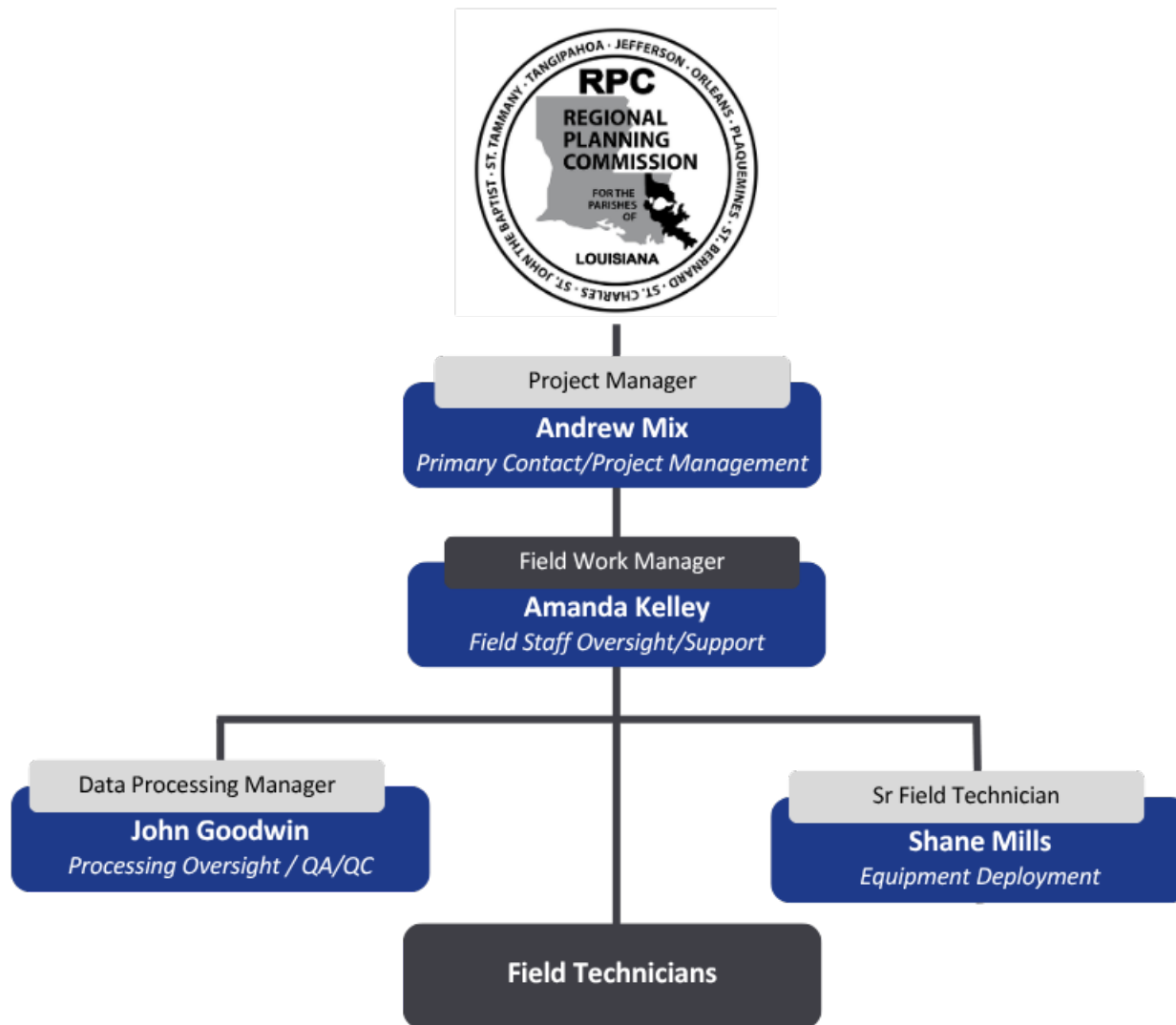
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/CCS/Job_Qualification/Job%20Classifications%20with%20Descriptions.pdf

Firm name	DOTD Job Classification	Number of personnel committed to this contract	Total number of personnel available in this DOTD Job Classification (if needed)
Quality Counts LLC	Project Office Manager	1	12
Quality Counts LLC	Principal	1	4
Quality Counts LLC	Senior Technician	1	11
Quality Counts LLC	Technician	3	43
Quality Counts LLC	Administrative	3	5
	Choose an item.		
	Choose an item.		
	Choose an item.		
	Choose an item.		
	Choose an item.		
	Choose an item.		
	Choose an item.		
	Choose an item.		
	Choose an item.		
	Choose an item.		
	Choose an item.		

(Add rows as needed)

14. Organizational Chart:

Provide an organizational chart showing ALL **relevant** prime consultant and sub-consultant (if applicable) personnel assigned to the contract, area of project responsibility for each, and reporting lines for the purposes of this contract. An individual’s role does not necessarily have to match their DOTD job classification identified in Section 13. **If applicable, identify all personnel performing traffic engineering analysis and/or QC of traffic engineering analysis by placing an asterisk next to their name. Include the certificates required by the Traffic Engineering Process and Report Training Requirements article of the Advertisement in Section 20.** It is acceptable to use an 11x17 format for Section 14.



1. Minimum Personnel Requirements:

Use the table below to identify both prime consultant and sub-consultant staff designated to work on this contract meeting the Minimum Personnel Requirements (MPRs) specified in the advertisement. Ensure the résumé reflects the required experience stated in the MPR. Make sure the P.E. discipline is also listed (highlighted in table) that is meeting the MPR; e.g. professional civil engineer should show the discipline of the license as civil if meeting that MPR.

MPR No. Do not insert wording from ad	Personnel being used to meet the MPR (Individual(s) may not satisfy more than one MPR unless specifically allowed by Attachment B of the advertisement)	Firm employed by	Type of license and discipline meeting MPR/ certification & number (Ex: PE # - Civil)	State of license	License / certification expiration date
1	None stated in Public Notice				
2					
3					
etc.					

(Add rows as needed)

15. Staff Experience:

Résumés shall be provided for all prime and sub-consultant personnel listed in Sections 14 and/or 15 of the proposal. Résumés of personnel not identified in Section 14 or Section 15 of the proposal should not be included and will not be evaluated. Résumés are **limited to 2 pages per person**. Any certificates required by the advertisement are to be placed in Section 20.

Firm employed by Quality Counts LLC				
Name	Andrew Mix		Years of relevant experience with this employer	9
Title	Director of Operations		Years of relevant experience with other employer(s)	0
Degree(s) / Years / Specialization		BS/2014/Bioengineering, MS/2015/Management		
Active registration number / state / expiration date		N/A		
Year registered	N/A	Discipline	Traffic Data Collection	
Contract role(s) / brief description of responsibilities		As Project Manager, Andrew Mix oversees projects across the states of Louisiana, Texas, North Carolina, South Carolina, and Georgia. Andrew manages all aspects of traffic data collection projects including creating estimates, determining proper collection methods, managing field technicians, data QA/QC, and data delivery. Andy has extensive experience both in the office and in the field, making his collection recommendations practical and appropriate in a variety of traffic scenarios.		
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the years of experience specified in the applicable MPR(s).			
01/20 – Present	North Carolina Department of Transportation – On-Call Traffic Data Collection: Since 2010, QC has been part of NCDOT’s On-Call Traffic Count Program, conducting various data collection surveys such as turning movement counts, tube counts, and spot speed surveys across all 14 NCDOT divisions. The data collected supports NCDOT’s planning, design, and safety activities, with QC adhering to strict protocols and delivering hundreds of counts annually. As Project Manager, Andrew Mix oversees the coordination and execution of these efforts, ensuring timely and accurate data delivery for the contract.			
01/24 – 04/24	Sandy Springs, GA – Safety Plan Traffic Counts: Andrew Mix led the collection of 580 48-hour AADT counts for the City of Sandy Springs, Georgia, utilizing an innovative approach by filming intersections and processing data through QC's proprietary software, DataLens, instead of traditional tubes. Despite the project’s scale, Andrew efficiently managed it using only 30 cameras, all coordinated from QC's Charlotte office.			
07/20 – 07/23	CRTPO Traffic Data Collection On-Call: Since 2018, Andrew Mix has overseen the collection of approximately 700 48-hour mid-block traffic counts annually across the City of Charlotte, also managing the data upload to MS2. During the COVID-19 pandemic in 2020, QC partnered with the City to analyze the impact of shutdowns on traffic patterns, providing crucial data for study.			
03/23 – 06/23	Central New Orleans Traffic Counts: As Principal-in-Charge, Andrew Mix oversaw QC's collection of 58 volume and class counts, 1 volume/speed/class count via radar, and 61 turning movement counts (TMCs) for Stantec, focusing on traffic around cruise line departures. The project utilized Spack Count Cameras, Jamars, and Houston Radar units to improve collection efficiency, with backup equipment deployed to ensure successful data collection.			
02/23 – 06/23	LSU Interchanges Study: As Principal-in-Charge, Andrew Mix oversaw collection for LSU’s Department of Civil and Environmental Engineering, covering 8 highway interchanges from Lake Charles to Hammond, LA. The project involved 10-16 count locations per interchange, with a mix of turning movement counts (TMCs) and volume counts collected over a 4-			

	week period using Spack Count Cameras and JVCs. Andrew ensured weekly data deliveries and custom reports tailored to the client's needs, successfully completing the project within the agreed timeframe.
03/21 – 03/23	City of Round Rock On-Call Data Collection: As Principal-in-Charge, Andrew Mix oversaw the collection of approximately 120 two-day traffic counts annually, along with additional on-call counts for various purposes. The project required the use of Jamar tube counters for volume, speed, and classification data, and video data for peak-hour turning movement counts. Andrew ensured coordination with the City's Transportation Department, timely delivery of data, and enhanced safety measures for night work on high-speed facilities.

(Add rows as needed)

Firm employed by Quality Counts LLC			
Name	Amanda Kelley	Years of relevant experience with this employer	4
Title	Operations Manager	Years of relevant experience with other employer(s)	0
Degree(s) / Years / Specialization		N/A	
Active registration number / state / expiration date		N/A	
Year registered	N/A	Discipline	Traffic Data Collection
Contract role(s) / brief description of responsibilities		As Field Work Manager, Amanda is heavily involved with daily operations and supports a wide variety of projects across the region. Studies include mainline radar and manual classification counts, turning movement counts for standard and high-volume intersections, collection of speed, classification and volume tube counts, handheld radar speed studies, as well as specialized data collection projects. Her management experience involves creating estimates, project scheduling, managing Field Technicians, project execution, and report delivery.	
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
02/23 – 06/23	LSU Interchanges Study: As Project Manager, Amanda Kelley oversaw this project for LSU’s Department of Civil and Environmental Engineering at 8 highway interchanges from Lake Charles to Hammond, LA. The project involved 10-16 count locations per interchange, using a combination of Spack Count Cameras and JVCs, with data collected over a 4-week period. Amanda ensured timely data delivery to the client on a weekly basis and facilitated the creation of custom reports to meet specific project needs.		
03/23 – 06/23	Central New Orleans Traffic Counts: As Project Manager, Amanda Kelley oversaw all data collection, which included 58 volume and class counts, 1 volume/speed/class count via radar, and 61 TMCs around cruise line departures. Amanda oversaw the deployment of Spack Count Cameras for most TMCs and volume/class counts, with Jamars and Houston Radar units used for additional data collection. She ensured the use of backup equipment to guarantee timely data collection and processing, successfully maintaining both the project's budget and deadlines.		
01/20 – 09/21	Capital Region Planning Commission Traffic Counts: As Project Manager, Amanda Kelley led data collection efforts for the Capital Regional Planning Commission, the Metropolitan Planning Organization for Baton Rouge. Under her management, QC collected over 1,000 tube counts, mainline video counts, and freeway side-fire radar counts to monitor transportation		

	network performance and validate the long-range regional plan. Amanda ensured that all data, including site photography, was delivered in customized spreadsheets with detailed reports.
03/23 – 05/23	IH-35 SAT Feasibility Study: Subcontracted by Kimley-Horn for this TxDOT project, Amanda Kelley oversaw the collection of 49 TMCs and 127 ATR counts along more than 60 miles of IH35 southwest of San Antonio. The majority of this data was gathered within a single week, utilizing camera equipment for both the TMCs and select volume and classification counts, thereby optimizing efficiency and saving costs through QC’s AI-driven processing technology. Amanda’s effective pre-project planning, streamlined equipment deployment, and prompt data report delivery ensured that both budget and deadlines were met successfully.
09/24 – 10/24	City of Pflugerville Traffic Counts: Amanda Kelley served as Project Manager for this project where they collected data at 11 sites, including peak-hour TMCs, weekend volume counts, and 48-hour volume/speed/classification counts. Amanda coordinated the deployment of video cameras and tube counters, ensuring the collection was conducted efficiently during weekdays and weekends while adhering to the project’s timeline. Thanks to her effective management and strategic planning, all data collection was successfully completed before the end of the fiscal year deadline.
05/24 – 06/24	Dallas Parking Occupancy Study: In May 2024, QC was subcontracted by Nelson Nygaard to conduct a parking occupancy study for the North Central Texas Council of Governments across seven locations in Dallas. The project involved collecting street and surface parking data from Thursday to Saturday, at hourly intervals from 8 AM to 10 PM, requiring flexibility due to severe weather that prevented the use of fixed-wing aircraft. Amanda Kelley played a crucial role in adapting to these challenges by helping to organize field staff into three teams, conducting trial runs, and ensuring effective execution, which led to the successful completion of the project on time with over 44 hours of video footage processed for the client.

Firm employed by				
Name	Shane Mills		Years of relevant experience with this employer	4
Title	Sr Field Technician		Years of relevant experience with other employer(s)	0
Degree(s) / Years / Specialization		N/A		
Active registration number / state / expiration date		N/A		
Year registered	N/A	Discipline	Traffic Data Collection	
Contract role(s) / brief description of responsibilities		Sr Field Technician		
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the years of experience specified in the applicable MPR(s).			
02/23 – 06/23	LSU Interchanges Study: Shane Mills served as the Senior Field Technician for this study across eight highway interchanges from Lake Charles to Hammond, LA. He led the deployment and retrieval of Spack Count Cameras and JVCs at 10–16 locations per interchange over a four-week period. Shane coordinated daily with the project team to maintain the schedule and supported quality control by reviewing equipment performance and site conditions.			
03/23 – 06/23	Central New Orleans Traffic Counts: As Senior Field Technician, Shane led on-the-ground operations for the installation of Spack Count Cameras, Jamars, and radar devices across 120+ sites in New Orleans. His responsibilities included ensuring accurate setup for both volume/class and turning movement counts, managing backup equipment, and maintaining communication with the project manager to uphold strict timelines and data quality standards.			

01/20 – 09/21	Capital Region Planning Commission Traffic Counts: Shane played a key role as Senior Field Technician, overseeing the setup of more than 1,000 counts across Baton Rouge, including tube counters, video units, and side-fire radar. He coordinated field logistics, captured geotagged site photos, and verified field data collection across a wide geographic area, contributing to the timely and accurate delivery of customized data sets.
03/23 – 05/23	IH-35 SAT Feasibility Study: Shane supported intensive data collection efforts along 60+ miles of IH-35, managing the field deployment of 49 TMC cameras and 127 ATRs in just one week. His strong field coordination helped optimize equipment use and ensured smooth collection under tight time constraints, enabling the team to meet deadlines and budget requirements.
09/24 – 10/24	City of Pflugerville Traffic Counts: For this multi-format data collection project, Shane deployed tube counters and video cameras at 11 locations, capturing peak-hour, weekend, and 48-hour continuous data. He ensured proper site setup, monitored equipment throughout the duration, and coordinated closely with Amanda Kelley to adapt to schedule needs and complete work before the fiscal year cutoff.
05/24 – 06/24	Dallas Parking Occupancy Study: Shane was instrumental in executing this detailed parking occupancy study across seven Dallas sites. Despite severe weather challenges, he helped coordinate rotating field shifts, collected hourly parking data from 8 AM to 10 PM over multiple days, and ensured that over 44 hours of video footage was gathered for processing. His adaptability and on-site problem solving were critical to the project's success.

Firm employed by			
Name	John Goodwin	Years of relevant experience with this employer	18
Title	Data Processing Manager	Years of relevant experience with other employer(s)	0
Degree(s) / Years / Specialization	N/A		
Active registration number / state / expiration date	N/A		
Year registered	N/A	Discipline	Traffic Data Collection
Contract role(s) / brief description of responsibilities	Data Processing Manager, supports operations, data processing and QA/QC of projects performed by QC. He ensures the accurate and efficient collection of manual count data from various data sources. As such, he is responsible for the more intricate and elaborate studies QC conducts.		
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
02/23 – 06/23	LSU Interchanges Study: John Goodwin served as Data Processing Manager for this multi-interchange study in Louisiana, overseeing video data review and processing from over 80 locations. He coordinated a team of processors to ensure consistent formatting and timely weekly deliveries. John also managed the development of custom report outputs to meet the unique needs of LSU’s Department of Civil and Environmental Engineering.		
03/23 – 06/23	Central New Orleans Traffic Counts: As Data Processing Manager, John led the review and processing of data from over 120 counts, including volume/class counts, TMCs, and radar-based speed data. He implemented quality control checks to validate data accuracy and worked closely with the project manager to ensure that all deliverables met client specifications and deadlines.		

01/20 – 09/21	Capital Region Planning Commission Traffic Counts: John managed the processing of more than 1,000 data files for this large-scale MPO project in Baton Rouge. He was responsible for integrating video, tube, and radar data into detailed, customized spreadsheets with supporting site photos. His oversight helped maintain consistency and precision across a high-volume dataset supporting regional planning analysis.
03/23 – 05/23	IH-35 SAT Feasibility Study: For this fast-paced project covering over 60 miles of IH-35, John oversaw the efficient processing of 49 TMCs and 127 ATR counts, leveraging QC's AI-driven technology to expedite turnaround. He led the team in organizing, validating, and formatting all data outputs while maintaining the project's aggressive delivery timeline and ensuring cost-effective processing methods.
05/2019 – 06/2023	City of Round Rock Annual Counts: Data Processing Manager responsible for tube data processing of this annual data collection contract for the City of Round Rock. The data collection tasks typically take place in the spring and fall seasons. Counts consist of 130 48-hour volume/speed/classification counts and many turning movement counts on various facilities across the City.
09/2023 – 10/2023	City of New Braunfels 24-Hour Volume/Speed Counts: Data Processing Manager responsible for the processing of 24-Hour volume and speed data at seven intersections.
06/2019 – 06/2023	Travis County On-Call Traffic Data Collection: Data Processing responsible for the processing of all tube data on this project. Work is issued on an on-call basis and involves approximately 25 project locations per year. Task orders include turning movement counts and 24-hour volume/speed/classification tube counts.

16. Firm Experience:

Identify the team's project experience **most relevant** to the scope in the advertisement. **The projects*** should be limited to a total of 20, with no more than 5 projects being represented by the prime consultant and with no more than 3 projects represented by each sub-consultant on the team. If more than 5 projects are identified for the prime consultant, all projects identified after the first 5 will not be evaluated. If more than 3 projects are identified for a single sub-consultant, all projects identified after the first 3 from that sub-consultant will not be evaluated.** Include no more than one page per project. Projects identified shall only include work performed by firms on the team. The projects identified do not necessarily need to have been DOTD projects.

Firm name	Quality Counts, LLC		Discipline(s)* Traffic Data Collection	**copy disciplines as listed below**	
Project name	LSU Interchanges			Firm responsibility (prime or sub?)	Prime
Project number		Owner's name	Louisiana State University		
Project location	Baton Rouge, LA		Owner's Project Manager	Hany Hassan	
Owner's address, phone, email	3240R Patrick F. Taylor Hall, Louisiana State University, Baton Rouge, LA 70803 (225) 578-6588 hassan1@lsu.edu				
Services commenced by this firm (mm/yy)	02/23	Total consultant contract cost (\$1,000's)		Unknown	
Services completed by this firm (mm/yy)	06/23	Cost of consultant services provided by this firm (\$1,000's)		\$47,760	

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

QC was contracted by LSU's Department of Civil and Environmental Engineering to collect traffic data at 8 highway interchanges, covering areas from Lake Charles, LA to Hammond, LA. Each interchange had 10-16 count locations, including a mix of Turning Movement Counts (TMCs) and volume counts. Under Amanda Kelley's leadership as Project Manager, QC completed the 4-week collection period on schedule, thanks to thorough planning and coordination. Amanda oversaw the deployment of a combination of Spack Count Cameras and JVCs, ensuring the project's success. Weekly data deliveries were made to the client, and Amanda managed the development of strategic custom reports to meet the client's specific needs.

Firm name	Quality Counts, LLC	Discipline(s)* Traffic Data Collection	**copy disciplines as listed below**	
Project name	Central New Orleans Traffic Counts		Firm responsibility (prime or sub?)	Sub
Project number		Owner's name	Stantec	
Project location	New Orleans, LA	Owner's Project Manager	Joseph Lefante	
Owner's address, phone, email	1340 Poydras Street, Suite 1420, New Orleans, LA 70112-1274 504-654-1760 Joey.Lefante@stantec.com			
Services commenced by this firm (mm/yy)	03/23	Total consultant contract cost (\$1,000's)		Unknown
Services completed by this firm (mm/yy)	06/23	Cost of consultant services provided by this firm (\$1,000's)		\$77,401

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

To closely examine traffic surrounding cruise line departures, Stantec contracted QC to collect 58 volume and class counts, 1 volume/speed/class count via radar, and 61 Turning Movement Counts (TMCs) simultaneously, with many counts efficiently combined to streamline the process. Amanda Kelley, as Project Manager, led the effort, overseeing the deployment of Spack Count Cameras for most TMCs and combined counts, Jamars for additional volume/class counts, and Houston Radar units for the volume/speed/class count. Amanda also ensured that backup equipment was in place as a precaution, given the critical collection date, resulting in a successful and timely project that met both budget and deadlines.

Firm name	Quality Counts, LLC	Discipline(s)* Traffic Data Collection	**copy disciplines as listed below**	
Project name	City of Round Rock, TX Traffic Counts		Firm responsibility (prime or sub?)	Prime
Project number		Owner's name	City of Round Rock	
Project location	Round Rock, TX	Owner's Project Manager	Matthew Bushak	
Owner's address, phone, email	910 Luther Peterson Pl, Round Rock, TX 78665 512-341-3318 mbushak@roundrocktexas.gov			
Services commenced by this firm (mm/yy)	03/13	Total consultant contract cost (\$1,000's)		Unknown
Services completed by this firm (mm/yy)	03/23	Cost of consultant services provided by this firm (\$1,000's)		\$340,200 (since 2016)

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

QC has been the sole Prime Contractor for the City of Round Rock's Traffic Data Collection Services since 2013, with a renewed contract awarded in 2019 for another five years. The project involves conducting approximately 120 two-day traffic counts each year at specified locations, with data collected in 15-minute intervals from midnight to midnight. In addition to standard volume and classification counts, the City requests various on-call counts, including peak-hour turning movements and video data, as needed. QC has collaborated closely with the City to ensure accurate location identification and timely invoicing, delivering all collected data by the end of each month. This traffic data supports the City's Transportation and Planning and Development Services departments in congestion management, traffic signal coordination, road maintenance, and planning studies, as well as providing valuable insights for community groups and private developers. Enhanced safety measures were implemented for night work on high-speed facilities to ensure technician visibility.

Firm name	Quality Counts, LLC	Discipline(s)* Traffic Data Collection	**copy disciplines as listed below**	
Project name	St. Tammany Parish Traffic Counts		Firm responsibility (prime or sub?)	Sub
Project number		Owner's name	St. Tammany Parish (Volkert)	
Project location	St. Tammany Parish		Owner's Project Manager	Jonathan Gambino
Owner's address, phone, email	4141 Bienville Street, Suite 102, New Orleans, LA 985.231.6501 jonathan.gambino@volkert.com			
Services commenced by this firm (mm/yy)	12/24	Total consultant contract cost (\$1,000's)		Unknown
Services completed by this firm (mm/yy)	02/25	Cost of consultant services provided by this firm (\$1,000's)		\$62,470

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

As a subconsultant to Volkert, Quality Counts completed a comprehensive traffic data collection effort across St. Tammany Parish, Louisiana. The project included Average Daily Traffic (ADT) volume counts at 168 locations and 24-hour Turning Movement Counts (TMCs) at 6 intersections.

Data was collected throughout the parish, including areas near Mandeville, Covington, Lacombe, and Eden Isle.

Andrew Mix served as Project Manager and was responsible for overseeing all aspects of project delivery. He coordinated with Volkert and local stakeholders, managed scheduling and deployment logistics, and ensured that data collection was executed safely, efficiently, and on time across the dispersed set of locations.

John Goodwin served as Data Processing Manager, leading the QC team responsible for validating, processing, and formatting all collected data. He ensured data quality through rigorous review procedures and timely delivery of accurate results to support regional transportation planning.

The only disciplines to be used are: Appraiser, Bridge, CE&I/OV, CPM, Data Collection, Environmental, Geotech, ITS, Other (must specify), Planning, Right-of-Way, Road, Survey, and Traffic.

~~~Copy these disciplines exactly as they are listed above.~~~

\*\*\* Consultants have the flexibility to determine what a project is though **still limited to one project per sheet**. For example, an IDIQ or other retainer-type contract can be considered a project for the purpose of this section.

## **17. Approach and Methodology:**

Provide a description of how the work will be performed and **provide the proposed project schedule**. Include any additional information or description of unique resources that are planned to be used to produce the deliverables. Include any proprietary technologies, methods or approaches that will be used on this project to improve quality or efficiency. If the proposal is for an IDIQ contract, the consultant should review the scope of services in Attachment A to the advertisement to obtain a general understanding of what a typical task order would entail. Based upon that understanding, the consultant should provide a sample schedule that identifies the major milestones, deliverables, tasks, etc., to demonstrate sufficient understanding of a typical task order. The duration of the task order is not required. This section shall be limited to four pages. **If more than four pages are included, all pages after the fourth page will not be evaluated.**  
**If the consultant has information it believes is proprietary, label it accordingly.**

## **Approach & Methodology**

### *Project Management Strategy*

#### **Project Mapping & Order Entry**

After receiving a task order, Project Manager **Andy Mix** will map the requested survey locations using Google Maps. Sites will be reviewed using Street View and Traffic to determine appropriate equipment layouts. As a local provider, we have the capability to conduct site visits as needed to assess conditions firsthand and optimize data collection setups. Sites requiring collection will be pinned and named on the map, with one map layer utilized for each count type. The map layers will be titled based on the scope and timing of each count type. This map will be submitted to the City to ensure all locations and their respective collection scopes have been properly identified. Upon acceptance, the map will be exported as a .KML file and imported to QC's online project management application, QC Hub.

#### **Management Tools**

QC Hub stores all project data, videos, and order details, ensuring seamless tracking and management. It will be used to generate detailed estimates based on our contracted rate schedule. Key project information, including the QC Hub project number, client details, and data requirements, is also managed in an internal dashboard, which streamlines internal workflows and notifies staff of required actions as the project moves through each stage.

#### **Scheduling Practices**

In the days before collection takes place, Dan Franz will schedule equipment setup and collection dates with Field Technicians. School and holiday schedules will be referenced to ensure data is collected when traffic is following a functional norm. Field data sheets will be downloaded from QC Hub and sent to the Field Technicians so they can develop efficient fieldwork routes. Finally, data processing and delivery dates will be assigned to the project dashboard. Once these dates are entered, the corresponding tasks required of each key staff member will automatically generate and enter the respective team members' activity queue. After all dates and assignments are scheduled, our team will communicate the field work and delivery dates with the RPC.

#### **Project Delivery and Invoicing**

Our team of Data Processing Technicians will be tasked with verifying quality assurance and delivering the resulting data and project invoices. The technicians will also address any report questions.

### *Tube Counts*

QC will conduct 48-hour volume, speed, and vehicle classification counts between Monday and Friday, in accordance with the 2016 LA DOTD Traffic Monitoring Manual (Chapter 4.0) and FHWA's 2016 Traffic Monitoring Guide (Chapter 3). Counts will not be scheduled during holidays, major events such as Mardi Gras, abnormal traffic or weather conditions, or when school is not in session, unless otherwise approved by RPC.

Field Technicians will install pneumatic tube counters at pre-selected sites using manufacturer specifications and QC's internal standards. Each setup includes synchronizing device clocks, entering accurate station information, applying proper tube spacing, securing equipment, and configuring classification bins following the FHWA 13-class scheme. After setup, a manual test count is performed to verify that each vehicle is being properly registered before leaving the site. All locations are documented through a detailed field data sheet that records the layout of the tubes, labeling by port number, directionality by lane, spacing measurements, GPS coordinates, weather conditions, presence of traffic control devices, and any construction or incident activity observed at the site. A description of each sensor, including the manufacturer and model, will be submitted to RPC prior to deployment.

If any location is determined to be unsafe for field staff, too heavily trafficked for safe equipment installation, or located on a freeway, QC will recommend using video cameras to collect data. Our video systems can safely and accurately capture both volume and 8-bin classification data in such environments.

### **Data Collection and Reporting Standards**

Data will be collected in 15-minute intervals over a continuous 48-hour period and will include traffic counts in both directions of travel. Where applicable, such as on divided highways or at other mutually agreed locations, two counters will be deployed simultaneously, one for each direction. All volume and classification counts will be conducted concurrently and, when possible, within the same week. The data will include raw files in a format compatible with LA DOTD's Traffic Server, currently the MS2 Traffic Count Database System, in accordance with the list of approved file formats available from RPC or DOTD.

Each dataset will include GPS-recorded latitude and longitude coordinates, tied to a unique station number assigned by RPC. Nominal traffic volumes will be reported based on the number of axles, assuming two axles per vehicle. QC will provide both adjusted and non-adjusted average daily traffic counts, using the most recent DOTD-approved Traffic Count Adjustment Factor guidance. Final deliverables will include 15-minute interval volumes, peak hour counts, total classification volumes, and the percentage breakdown of each vehicle type, as defined by the FHWA Traffic Monitoring Guide.

### **Quality Assurance/Quality Control**

QC follows a strict Quality Assurance and Quality Control program to maintain the accuracy and integrity of all collected data. After collection, counters are retrieved and downloaded using certified software that converts raw traffic sensor data into analyzable formats. The data is reviewed for gaps, anomalies, and time synchronization errors. Our Data Processing Team examines each dataset for issues such as high percentages of unclassified vehicles, irregular class distributions, or abnormal volume spikes or dips. In addition to manual review, QC uses its proprietary Tube Flags system to automatically scan for over 20 common data errors, based on industry best practices and years of experience working with agencies across the country. Any data found to be incomplete or unusable will not be billed, and QC will promptly notify RPC and reattempt collection if necessary.

### **Data Compilation and Submittal**

QC will organize, process, and deliver all traffic data to the RPC in the following formats:

#### **1. Excel Summary Spreadsheet**

An .xls file summarizing average daily traffic (ADT) per the RPC-provided template, including:

- Latitude and longitude of each location
- Projection info (datum, units)
- RPC-assigned unique ID for each site

#### **2. ESRI-Compatible Geographic File**

A shapefile or feature class summarizing ADT, formatted per the RPC template and including:

- Location ID
- Location description

**3. Raw Data Files**

Raw traffic data in a format compatible with LA DOTD’s current MS2 Traffic Count Database System (TCDS). QC will follow all formatting and template requirements provided by RPC to ensure seamless data integration.

**Schedule**

We understand that the expected timeframe for completing data collection at approximately 120 locations is nine months; however, our team anticipates completing all work within a condensed two-month period. This accelerated schedule allows us to operate more efficiently and cost-effectively while also providing the NORPC with a faster turnaround and timely access to the data.

| Task Order Schedule                |   |   |   |   |   |   |   |   |
|------------------------------------|---|---|---|---|---|---|---|---|
| Weeks                              |   |   |   |   |   |   |   |   |
|                                    | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| <b>NTP &amp; Kickoff</b>           |   |   |   |   |   |   |   |   |
| <b>Project Planning</b>            |   |   |   |   |   |   |   |   |
| <b>Data Collection</b>             |   |   |   |   |   |   |   |   |
| <b>Data Upload &amp; Review</b>    |   |   |   |   |   |   |   |   |
| <b>Data Processing</b>             |   |   |   |   |   |   |   |   |
| <b>QA/QC &amp; Compilation</b>     |   |   |   |   |   |   |   |   |
| <b>Final Review &amp; Delivery</b> |   |   |   |   |   |   |   |   |



**19. Certifications/Licenses:**

If the advertisement requires submission of licenses and/or certificates, include them here. **Otherwise, leave this section blank.**

REMOVE THE INFORMATION HIGHLIGHTED FROM THIS SECTION, it is informational and intended to minimize clarifications on the proposals.

- DO NOT INCLUDE EXPIRED CERTIFICATIONS/LICENSES
- DO NOT INCLUDE the P.E. certifications/licenses; it does not show discipline meeting the MPR in Section 15 and CCS has to verify in LAPELS anyway.
- When “Traffic” is included as a discipline in Section 12, for consultants performing traffic engineering services (i.e., traffic analysis throughout all DOTD project stages and/or QC of traffic analysis), appropriate personnel must successfully complete the three (3) modules of the Traffic Engineering Process and Report Course offered by Louisiana Transportation Research Center (LTRC). This Course must be completed no later than the time the proposal is submitted or show proof of registration for the Course from the LTRC’s Registration site. Copies of training certificates or proof of registration are to be included in Section 20 of the proposal.
- FOR CE&I ADVERTISEMENTS – READ THE WORK ZONE TRAINING REQUIREMENTS - include only those certifications that are needed for the advertisement, **are not expired and should be submitted in Section 20 at the time the proposal is submitted.**
  - Provide where applicable:
    - Asphalt Concrete Paving Inspector
    - Asphalt Concrete Plant Inspector
    - Embankment and Base Course Inspector
    - PCC Paving Inspector
    - Structural Concrete Inspector
    - Flagger
    - TCT (Traffic Control Technician) (do not include TCT if you have TCS)
    - TCS (Traffic Control Supervisor)

## 20. QA/QC Plan:

If the advertisement requires submission of a QA/QC plan, include it here. **Otherwise, leave this section blank. If a QA/QC plan is included in this section and was not required by the advertisement, it will be redacted.**

### QA/QC Plan

#### Our Commitment to Quality

At Quality Counts, delivering high-quality, reliable data is not just our name – it's the foundation of everything we do. From project initiation to final delivery, we integrate rigorous quality control measures to meet the unique needs of each client. Our processes are designed to uphold the highest standards in traffic data collection, and we consistently achieve **98% or higher accuracy** in our video data results.

#### Field Setup Verification

Before data collection begins, our team thoroughly reviews all project specifications to ensure complete clarity on processing instructions and deliverable requirements. This meticulous approach allows us to tailor both field deployment and data processing to match the specific needs of each study.

In the field, our technicians follow **industry-best practices** to set up and calibrate equipment, ensuring precise data collection. We proactively assess potential disruptions—such as rush hour congestion and environmental factors—communicating any concerns in advance. Our setups, whether using **video cameras, pneumatic tubes, or radar devices**, are configured for maximum accuracy. Every survey site is documented with **GPS-stamped photos, weather conditions, and field notes**, providing a comprehensive record for quality verification.

#### Video Data Processing – DataLens

Once video data is uploaded, our **Video Processing Technicians** conduct a **thorough quality review**, assessing camera angles, field conditions, and traffic flow accuracy. The footage is then processed using **DataLens**, our advanced AI-driven application designed for traffic volume, classification, and multimodal counts.

Built with **machine learning technology**, DataLens accurately classifies vehicles, cyclists, and pedestrians, significantly reducing processing time compared to manual methods. The system continuously improves through agency-driven enhancements, ensuring it adapts to evolving industry needs. In cases where **DataLens encounters challenges**—such as poor visibility, lane shadowing, or heavy occlusion – our team applies **manual processing techniques** to maintain data integrity.

#### QA/QC Procedures

After data is processed, **QC's proprietary MERLIN QA/QC software** performs rigorous **comparative checks** on every interval of data across all movements and study locations. Any anomalies are flagged and subjected to a recount for validation.

A detailed **QA/QC report** is generated and provided to the client, highlighting any data discrepancies along with our findings. These reports may include:

- **Volume inconsistencies** and potential causes
- **Illegal movements**, special events, or disruptions (e.g., train crossings, accidents, weather conditions)
- **Comparative analysis** against historical data to verify logical growth trends

To further **reinforce accuracy**, senior Video Processing staff conduct **randomized test counts** on multiple peak-period intervals, ensuring final datasets meet our exacting quality standards before delivery.

**21. Sub-consultant information:**

If one or more sub-consultants will be used, provide the name, address, point of contact and phone number for each. Otherwise, leave this section blank.

| <b>Firm Name</b><br><b>(Name must match <u>exactly</u> as registered with Louisiana’s Secretary of State (SOS): <u>including punctuation, include screenshot(s) from SOS at the end of Section 20</u>)</b> | <b>Address</b> | <b>Point of Contact and email address</b> | <b>Phone Number</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------------------------------|---------------------|
| N/A                                                                                                                                                                                                        |                |                                           |                     |
|                                                                                                                                                                                                            |                |                                           |                     |
|                                                                                                                                                                                                            |                |                                           |                     |

(Add rows as needed)

**22. Location:**

If location is an evaluation criterion for this advertisement (see page 2) and the prime consultant intends to establish a local presence, describe the plan for doing so. **Otherwise, leave this section blank. Any information included in this section will be redacted if not required by the Evaluation Criteria section of the advertisement.**

All work performed under this contract will be managed and executed by staff based out of our Baton Rouge office, located at 4358 Jeffrey Dr, Suite A2, Baton Rouge, LA 70816. This local presence enables efficient coordination, rapid response to field needs, and a strong understanding of regional conditions. Video processing, QA/QC, and deliverable preparation will be supported by our experienced remote team located across the United States, allowing us to maintain high quality and meet project timelines efficiently.