# **DOTD FORM: 24-102**

#### **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	IDIQ CONTRACT FOR TRAFFIC DATA COLLECTIONSTATEWIDE
2.	Contract Number(s) as shown in the advertisement	CONTRACT NO. 4400026335
3.	State Project Number(s), if shown in the advertisement	N/A
4	Drime consultant name (name must match as registered with the	Southorn Troffic Sources Inc. (STS)
4.	Louisiana Secretary of State where such registration is required	Southern Traffic Services, Inc. (S1S)
	by law)	
5.	Prime consultant license number (as registered with the Louisiana	EF.0004576
	Professional Engineering and Land Surveying Board (LAPELS) if	
6	registration is required under Louisiana law)	2011 Westfield Bood
0.	Prime consultant maining address	Gulf Breeze, Florida 32563
		Sun Diceze, i londu 52505
7.	Prime consultant physical address (existing or to be established, if	2911 Westfield Road
	location is used as an evaluation criteria)	Gulf Breeze, Florida 32563
0		
δ.	Name, title, phone number, and email address of prime consultant's	Shella Knowles $(850) 934-5732 \text{ ext} = 107$
	contract point of contact	Sknowles@southerntrafficservices.com
9.	Name, title, phone number, and email address of the official with	Sheila R. Knowles - President
	signing authority for this proposal	(850) 934-5732 ext. 107
		Sknowles@southerntrafficservices.com
Prin	ne 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	d true, and that the team
	presently has sufficient staff to perform these services within the des	signated time frame. By

submitting this proposal, proposer certifies that it is not engaged in a boycott of Israe will, for the duration of its contract obligations, refrain from a boycott of Israel. Propo	l and it ser also
certifies and agrees that the following information is correct: in preparing its respon- proposer has considered all proposals submitted from qualified, potential subcontract suppliers, and has not, in the solicitation, selection, or commercial treatment subcontractor or supplier, refused to transact or terminated business activities, or take	of any of other Sheila R. Knowles
actions intended to limit commercial relations, with a person or entity that is enga commercial transactions in Israel or Israeli-controlled territories, with the specific in accomplish a boycott or divestment of Israel. The proposer also has not retaliated agai	ging in ntent to Signature above shall be the same person listed in Section 9:
DOTD reserves the right to reject the response of the bidder or proposer if this certific subsequently determined to be false, and to terminate any contract awarded based on false response.	actions. ation is Date: 2/23/2022 such a
<b>11.</b> 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.	none <u>Firm(s)'0 %:</u>

#### 12. <u>Past Performance Evaluation Discipline Table:</u>

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

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

Past Performance	% of Overall	Prime	Firm B	Firm C	Firm D	Firm E	Each Discipline		
Evaluation Discipline(s)	Contract						must total to 100%		
Data Collection	100	Southern Traffic					100%		
		Services, Inc.							
							100%		
							100%		
Identify the percentage of work for the <u>overall contract</u> to be performed by the prime consultant and each sub-consultant.									
Percent of Contract	100%								

#### 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 (please 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 na	me	DOTD Job Classification	Number of personnel committed to this contract	Total number of personnel available in this DOTD Job Classification (if needed)
		Engineer	1	1
	REKOR	Supervisor, Other	1	2
		Senior Technicians	3	10
Southern Traffic Services				
A Rekor Systems Subsidiary	INTELLIGENCE DRIVEN INNOVATION			

#### 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.



#### 15. 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	Justin Smith	Southern Traffic Services, Inc.	Principals	N/A	N/A
2	Joe Poole, P.E.	Southern Traffic Services, Inc.	PE# 0031067	LA	3/31/2024
3					
etc.					

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 should be **limited to 2 pages per person**. Any certificates required by the advertisement are to be placed in Section 20.

Firm er	nployed by	Southern Traffic Se	ervices, Inc.						
Name	Joe Poole	e, P.E.			Years of relevant experience with this employer	19			
Title	Engineer				Years of relevant experience with other employer(s)	18			
Degree(s) / Years / Specialization				BS 0	Civil Engineering, Auburn University, 1984				
Active registration number / state / expiration date 0			piration date	003	1067 / LA / 3/31/2024				
Year registered 2004 Discipline			Discipline	Civi	il Engineer				
Contrac	ct role(s) / l	orief description of r	esponsibilities	QA/	/QC				
Experie	ence dates	Experience and qu	alifications rele	evant	to the proposed contract; i.e., "designed drainage", "desig	gned girders", "designed			
(mm/yy	/-mm/yy)	intersection", etc. E	Experience dates	shou	Ild cover the time specified in the applicable MPR(s).				
4/19 – 2	12/21	MDOT Vehicle Cla	assification, Por	table	Weigh-in-Motion, Permanent Site Weigh-in-Motion Calibration	ion, STS was the prime			
		consultant and prov	vided approxima	tely 1	1500, 48-hour classification studies per year. Mr. Poole's role	was QA/QC			
10/17 -	- 10/24	FDOT District 1, D	District-wide Tra	rtation Statistic Contract – STS is the prime consultant and co	nducts approximately				
		800 Classification	studies and 500	avera	ge daily traffic counts annually. Mr. Poole's role is QA/QC				
2015 -	2021	FDOT District VII,	, Districtwide St	atistio	cs Program – STS was the prime consultant on this contract and	nd conducted			
		approximately 450	48-hour classifi	catio	n studies and 573 bi-directional volume counts per year. This	was considered a turn-			
		key contract. Mr. I	Poole's role was	Proje	ect Manager.				
10/17 -	- 10/24	GDOT – Traffic M	onitoring Progra	am Da	ata – STS is the sole consultant and is responsible for Perman	ent Sites/Continuous			
		Count Stations at 2	85 locations thre	oughe	out the state. We also perform approximately 3950 Classificat	ion counts, 3000 volume			
		counts, 1000 ramp	counts and 50 p	ortab	le Weigh-in-Motion studies. Mr. Poole's role is QA/QC				
6/08 - 6	5/11	LADOTD – Traffic	e Data Collectio	n/Mo	Monitoring Statewide – During this 3-year contract STS collected approximately 15000				
		Blanket volume mo	onitoring sessior	ns, 20	s, 2000 Routine volume monitoring sessions, 500 Vehicle classification monitoring				
		sessions,							

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 should be **limited to 2 pages per person**. Any certificates required by the advertisement are to be placed in Section 20.

Firm employed by	Southern Traffic Se	ervices, Inc.		t			
Name Justin Sm	nith			Years of relevant experience with this employer	15		
Title Supervise	or (other)			Years of relevant experience with other employer(s)	0		
Degree(s) / Years	/ Specialization		BS	History – University of West Florida	·		
Active registration	n number / state / exp	piration date	N/A	-			
Year registered N/A Discipline			N/A				
Contract role(s) / brief description of responsibilities			Mr.	Smith will be the Project Manager on this contract. He will	be responsible for		
			sche	eduling, processing, and submitting all collected data.			
Experience dates	Experience and qu	ualifications rele	evant	to the proposed contract; i.e., "designed drainage", "des	igned girders", "designed		
(mm/yy–mm/yy)	intersection", etc. I	Experience dates	s shou	Ild cover the time specified in the applicable MPR(s).			
6/20 - 6/23	Oklahoma Departr	nent of Transpor	tatio	ation – Engineering 1741 Statewide – STS is responsible for 48-hour classification data at			
	approximately 110	0 locations per y	/ear. l	Mr. Smith is responsible for all technician training and scheo	luling, processing, and		
	submitting data to	the Department	in the	e correct format.			
12/18 - 12/22	Ohio Department of	of Transportation	n – St	atewide Traffic Counts – STS is responsible for completing	1000 classification		
	counts, 896 volume	e counts, 36 turn	ing n	novement counts and 9 portable Wavetronix classification co	ounts. Mr. Smith is		
	responsible for all	technician traini	ng an	d scheduling, processing, and submitting data to the Department	ment in the correct format.		
4/22 - 12/22	Pennsylvania Depa	artment of Trans	porta	tion – STS collects 7000 traffic counts per year; these sites a	re for 24-hour		
	volume/classificati	on. Mr. Smith is	s resp	onsible for all technician training and scheduling, processing	g, and submitting data to		
	the Department in	the correct form	at.				
6/08 - 6/11	LADOTD – Traffi	c Data Collectio	n/Mo	nitoring Statewide - During this 3-year contract STS collect	ted approximately 15000		
	Blanket volume me	onitoring session	ns, 20	00 Routine volume monitoring sessions, 500 Vehicle classif	ication monitoring		
	sessions, Mr. Smith	h was the Projec	t Mar	nager for this contract and was responsible for scheduling, pr	rocessing, and submitting		
	data to the Departm	nent in the corre	et format.				

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 should be **limited to 2 pages per person**. Any certificates required by the advertisement are to be placed in Section 20.

Firm en	nployed by	Southern Traffic Se	rvices, Inc.							
Name	Joel Pond	ler			Years of relevant experience with this employer	20				
Title	Senior Te	echnician			Years of relevant experience with other employer(s)	0				
Degree	(s) / Years	/ Specialization		N/A						
Active registration number / state / expiration date				N/A	N/A					
Year registered N/A Discipline				N/A						
Contrac	ct role(s) /	brief description of re	esponsibilities	Seni	ior Technician, set equipment to collect the required traffic c	lata				
Experie	ence dates	Experience and qu	alifications rel	evant	to the proposed contract; i.e., "designed drainage", "des	signed girders", "designed				
(mm/yy-mm/yy) intersection", etc. Experience date				s shou	should cover the time specified in the applicable MPR(s).					
4/19 – 12/21 MDOT Vehicle Classification, Po			ssification, Por	table	Weigh-in-Motion, Permanent Site Weigh-in-Motion Calibra	tion, STS was the prime				
consultant and provided approxim				ately 1	ttely 1500, 48-hour classification studies per year. Mr. Ponder participates in the collection					
consultant and provided approximately 1500, 48-hour classification studies per year. Mr. Ponder participates of traffic data.										
10/21 -	10/22	University of Alaba	ama Departmen	t of C	Civil, Construction and Environmental Engineering – Alabam	na Traffic Data Collection				
		and Analysis – STS	collects approx	ximat	ely 1000 classification counts and 2250 volume counts unde	r this contact.				
6/08 - 6	5/11	LADOTD – Traffic	Data Collectio	n/Mo	onitoring Statewide – During this 3-year contract STS collect	ed approximately 15000				
		Blanket volume mo	nitoring session	ns, 20	000 Routine volume monitoring sessions, 500 Vehicle classif	ication monitoring				
		sessions, Mr. Ponde	er was a membe	er of th	he data collection team					

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 should be **limited to 2 pages per person**. Any certificates required by the advertisement are to be placed in Section 20.

Firm employed b	y Southern Traffic Se	ervices, Inc.						
Name Charles	Williams			Years of relevant experience with this employer	19			
Title Senior T	echnician			Years of relevant experience with other employer(s)	0			
Degree(s) / Years / Specialization N								
Active registration number / state / expiration date N			N/A					
Year registered N/A Discipline			N/A	N/A				
Contract role(s) / brief description of responsibilities				Senior Technician, set equipment to collect the required traffic data				
Experience dates	Experience and qu	alifications rel	evant	to the proposed contract; i.e., "designed drainage", "designed drainage",	igned girders", "designed			
(mm/yy-mm/yy) intersection", etc. Experience dates			s shou	ald cover the time specified in the applicable MPR(s).				
4/19 - 12/21	MDOT Vehicle Cla	assification, Por	table	Weigh-in-Motion, Permanent Site Weigh-in-Motion Calibra	tion, STS was the prime			
	consultant and provided approxima			tely 1500, 48-hour classification studies per year. Mr. Ponder participates in the collection				
	of traffic data.							
10/21 - 10/22	University of Alaba	ama Departmen	t of C	Civil, Construction and Environmental Engineering – Alabam	a Traffic Data Collection			
	and Analysis – STS	S collects approx	ximat	ely 1000 classification counts and 2250 volume counts under	this contract.			
6/08 - 6/11	LADOTD – Traffic	c Data Collectio	n/Mo	onitoring Statewide – During this 3-year contract STS collected	ed approximately 15000			
	Blanket volume mo	onitoring session	ns, 20	00 Routine volume monitoring sessions, 500 Vehicle classifi	cation monitoring			
	sessions, Mr. Pond	er was a membe	er of t	he data collection team				

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 should be **limited to 2 pages per person**. Any certificates required by the advertisement are to be placed in Section 20.

Firm er	nployed by	Southern Traffic Ser	rvices, Inc.		•					
Name	Brian Bu	rrell			Years of relevant experience with this employer	5				
Title	Senior Te	echnician			Years of relevant experience with other employer(s) 0					
Degree	(s) / Years	/ Specialization		N/A		_ <b>.</b>				
Active registration number / state / expiration date				N/A	<b>L</b>					
Year registered N/A Discipline			Discipline	N/A						
Contrac	ct role(s) / l	brief description of re	esponsibilities	ITS	Technician, set equipment to collect the required traffic data	L				
Experie	ence dates	Experience and qu	alifications rel	evant	to the proposed contract; i.e., "designed drainage", "des	igned girders", "designed				
(mm/yy	/-mm/yy)	intersection", etc. E	xperience dates	s shou	should cover the time specified in the applicable MPR(s).					
4/19 – 2	12/21	MDOT Vehicle Cla	ssification, Por	table	Weigh-in-Motion, Permanent Site Weigh-in-Motion Calibra	tion, STS was the prime				
	consultant and provided approxin				ately 1500, 48-hour classification studies per year. Mr. Ponder participated in the collection					
		of traffic data.								
10/21 -	- 10/22	University of Alaba	ma Departmen	t of C	Civil, Construction and Environmental Engineering – Alabam	a Traffic Data Collection				
		and Analysis – STS	collected appr	oxima	ately 1000 classification counts and 2250 volume counts und	er this contract.				
2017		Baton Rouge CRPC	C – Mr. Burrell	was tl	he only ITS Technician collecting data on this contract. He c	ollected 240 classification				
		counts and 1210 vol	lume counts.							
6/20 - 6	6/23	Oklahoma Departm	ent of Transpor	tatior	n – Engineering 1741 Statewide – STS is responsible for 48-	hour classification data at				
		approximately 1100	locations per	vear. I	Mr. Burrell is a member of the ITS team that collects the traf	fic data.				
4/22 - 2	12/22	Pennsylvania Depar	tment of Trans	portation – STS collects 7000 traffic counts per year; these sites are for 24-hour						
		volume/classificatio	on. Mr. Burrell	is a m	nember of the data collection team					

#### 17. Firm Experience:

Identify the team's project experience <u>most relevant</u> 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	Southern	Traffic Services	s, Inc.	Past Perfo	ormance Evalu	ation Discipline	e(s)* D	ata Collecti	on
Project name	Traffic D	ata Collection/N	Monitoring Statewic	le		Firm responsib	ility (prin	ne or sub?)	Prime
Project number	736-99-1	504	Owner's name	LADOTD					
Project location	Statewide	e			Owner's Pro	oject Manager	Jason Cl	hapman	
Owner's address, phone, email P O Box 94245, Baton Rouge, LA									
		(225) 242-457	8						
		Jason.chapmar	n@la.gov						
Services commenced by this firm (mm/yy) 06/08 To					Fotal consultant contract cost (\$1,000's)			,	784
Services completed by this firm (mm/yy) 06/11 C					Cost of consultant services provided by this firm (\$1,000's) 627			627	

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

During this 3-year contract STS collected approximately 15000 Blanket volume monitoring sessions, 2000 Routine volume monitoring sessions, 500 Vehicle classification monitoring sessions.

Joe Poole, P.E.

Justin Smith

Joel Ponder

Charles Williams

\* If there is more than one past performance evaluation discipline included in the proposal, then indicate which past performance evaluation discipline(s) this project is being used to represent.

\*\*This field cannot be left blank and N/A is not acceptable. The **only** past performance evaluation disciplines to be used are: Road, Bridge, Traffic, CE&I/OV, Geotech, Survey, Environmental, Data Collection, Planning, Right-of-Way, CPM, ITS, Appraiser and Other (please specify).

#### **<u>17. Firm Experience:</u>**

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	Southern Traffic Services, Inc.				Past Performance Evaluation Discipline(s)* Data C			ta Collecti	on	
Project name	Vehicle Classific	cation, Portabl	le Weigh-	-in-Mot	otion, Permanent Site Firm responsibility (prime or			e or	Prime	
	Weigh-in-Motion	n Calibration					sub?)			
Project number	SPR-1 (65)/106	Owner'	s name	Mississippi Department of Transportation						
	111000									
Project location			Owner's Project Manager Ben Cassidy				sidy			
Owner's addres	s, phone, email	401 N West	Street, Ja	treet, Jackson, MS 39201						
		601-359-777	76							
		Jcassidy@m	dot.ms.g	ov						
Services commo	1/17	Total o	Total consultant contract cost (\$1,000's)			13	62			
Services comple	eted by this firm (	(mm/yy)	12/18	Cost o	f consultar	nt services pro	ovided by this fir	m (\$1,000	)'s) 10	21

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

STS collected approximately 3200 48-hour vehicle classification/speed studies.

Joe Poole, P.E. Brandi Smith Justin Smith Joel Ponder Charles Williams Brian Burrell Chris Miller

#### **17. 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	Southern Traffic Services, Inc.				Past Performance Evaluation Discipline(s)*			Data Colle	ction	
Project name PennDOT Traffic Count Session							Firm responsibility (prime or sub?) Pr			?) Prime
Project number	4400024118		Owner's	s name	ame Pennsylvania Department of Transportation			l		
Project location	Statewide					Owner's Project Manager Gregory Dunmire			e	
Owner's address, phone, email 400 North Street, Harrisburg, PA 17120										
(717) 783-0632										
gdnmire@pa.gov										
Services commenced by this firm (mm/yy)			4/22	Total consultant contract cost (\$1,000's)				1400		
			10/00				0002	000		
Services completed by this firm (mm/yy)			12/22	Cost of consultant services provided by this firm (\$1,000's)			,000°s)	989		

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

STS conducted classification and volume counts for a 24-hour period in Districts 3, 4, 5, 6 and 8 at approximately 9000 locations.

Joe Poole, P.E. Justin Smith Joel Ponder Brian Burrell Mike O'Malley Dan Simonson Mike Turner Manny Rosa Louis Dominquez

#### 18. <u>Approach and Methodology:</u>

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.

Our Project Manager, Justin Smith, will begin devising a detailed work plan and schedule as soon as a task order is received. STS has personnel and equipment available in Louisiana to complete anticipated task orders and can borrow from other locations as needed. STS uses Drakewell's C2-Counts web-based system and field application for efficient, thorough, and auditable portable count management. Mr. Smith will load all count locations, duration, and type into Drakewell including assigning it to an engineering technician. The engineering technicians will set all sites using the Drakewell application on their tablets which will allow Mr. Smith to track their progress "live" during the week. Live progress information and a complete audit rail of the count process is synchronized automatically and retained historically within C2-Counts. STS uses MetroCount event recorders (road tube) or A.I (Artificial Intelligence). (non-intrusive) units to collect classification data.

#### The STS approach and methodology to collecting 7-day, 24-hour traffic volume or classification counts (non-interstate) (approach);

- Arrive at specified location, turn on all safety lights, and safely park vehicle away from roadway
- Put on all safety gear prior to exiting the vehicle
- Select appropriate fasteners, use 8" spiral spikes nailed into firm soil when possible, use 6" nail for soft asphalt, and in hard asphalt use 3" hardened masonry nail
- Select two road tubes of the same length for classification and one for volume
- When no traffic is approaching, drag the hoses by the running end to appropriate spot for securing. Always keep the hose at or near the roadway surface
- Install road tubes one meter apart for classification
- Kneel or squat and fasten tube to the roadway surface while facing the on-coming traffic
- Return to the recorder side of the roadway and position the road tube perpendicular to the edge line
- Hammer the appropriate fastener into the shoulder
- Apply a 10% stretch to the road tube and secure it to the fastner
- Wrap the tail-end of the road tube to the correct input on the recorder and coil excess road around the recorder
- Observe the L.E.D. display on the recorder face to verify accurate input
- Load all information into the Drakewell application, including a photograph of the count site
- Drakewell automatically collects the GPS (Global Positioning System) coordinates from the photograph
- Return to the count location when the study is complete
- Download the collected data to a laptop and upload it to our FTP server for processing

# Southern Traffic Services

# The STS approach and methodology to collecting 7-day, 24-hour volume or classification counts (interstate) (4 or 6 lanes)

- Follow the same tube installation procedures above
- Use one event recorder per lane (classification). The instance of simultaneous crossings is too high when only one recorder is used, and the result is undercounting
- Tie a tight overhand knot at the same place on both road tubes (classification)
- Install two road tubes exactly one meter apart across both lanes with the knots located exactly on the lane separation line (classification)
- Repeat this process for the opposite direction
- Observe the L.E.D. display on the recorder face to verify accurate input
- Load all information into Drakewell application, including a photograph of the count site
- Drakewell automatically collects the GPS coordinates from the photograph
- Return to the count location when the study is complete
- Download the collected data to a laptop and upload it to our FTP server for processing

No data will be collected during holidays, when school is not in session, or other abnormal traffic conditions. All data will be collected in 15-minute intervals and submitted in an approved electronic format. All classification counts shall include the percentage of each vehicle type as defined by the FHWA (Federal Highway Administration).

If it is determined that a location is too dangerous to count with road tubes, we will use our A.I. equipment.

The methods outlined above will be used for 24 and 48-hour approach counts.

# The STS approach and methodology to collecting Turning Movement Counts (Peak Hour/Non-Peak Hour Counts) (1 or 2 technicians) (intersection)

- Arrive at specified location, turn on all safety lights, and safely park vehicle away from roadway
- Put on all safety gear prior to exiting the vehicle
- Install our STARS (video system) to collect all movements of the intersection, some locations may require two cameras
- Return to the specified location when the count is complete, uninstall the camera, upload the data to our FTP server for processing

We understand that turning movement sessions could last up to 8 hours and that the hours to be counted will be decided by DOTD, and that data will be collected on a Tuesday, Wednesday, or Thursday of a typical workweek. All data will be collected in 15-minute increments, during the 15-minute increments the count queue shall be estimated in feet which will include motorized and non-motorized movements. All pedestrians, passenger vehicles, school buses and commercial vehicles will be collected and reported separately.

# This same approach and methodology will be used for Turning Movement Counts (Non-Peak Hour Counts)

# The STS approach and methodology to collecting 15 Minute Counts with Demand Volumes included

# Southern Traffic Services

STS will prepare a draft approach and methodology for each specific data collection request and submit it to the Department's Project Manager for review and approval prior to beginning any work. These volumes are collected in 15-minute intervals during the am, mid-day, and pm peak hours. STS will utilize our STARS (video data collection system) to collect all turning movement counts (departure volumes) at an intersection, driveway or median opening and collect the arrival volumes as they approach an intersection to enter a queue. Depending on the size of the intersection, this task may require a single camera or multiple cameras. When multiple cameras are required, STS will synchronize the cameras. The arrival and departure volumes for each interval would be compared to determine the demand volume. The video data could be utilized to determine the change in net queue lengths which would be added to the departure volumes to determine arrival volumes.

Another methodology STS has used in the past is utilize a two-person team to collect the queue lengths, and arrival and departure volumes manually. One person would collect the arrival volumes in sync with a second person collecting departure volumes for the 15-minute intervals.

STS would follow the procedures from the ITE Manual of Transportation Studies, (2<sup>nd</sup> Edition) for this task.

# The STS approach and methodology to collecting Speed Studies

STS will prepare a draft approach and methodology for each specific Speed Study request and submit to the Department's Project Manager for review and approval prior to beginning any work. We have applied different approaches to the collection of speed data. We've used our Bushnell Velocity Speed Gun for many speed studies for DOTD and our in-road Metro-Count machines with in-road tubes for speed studies in other states.

Our approach starts with selecting a location to ensure capture of free-flow speeds outside of the peak hours. A sample size of 100 vehicles or 2 hours of data would be collected in each direction. With utilizing our automated recorders, speed can be collected by vehicle classification if necessary.

Our STS Project Manager will submit a draft report for review and approval prior to submitting a final report to the DOTD Project Manager. As per the scope of services and the DOTD Traffic Engineering Manual, each report will include a map indicating the speed study location, 85<sup>th</sup>/50<sup>th</sup> percentile speeds, posted speed limit, speed tabulation form and speed study cumulative frequency curve (shows 85<sup>th</sup>/50<sup>th</sup> percentile speeds and 10 mph pace) in pdf and Excel format.

# The STS approach and methodology to conduct a Warrant Analysis

STS will prepare a draft approach and methodology for each Traffic Signal Warrant Analysis request and submit to the Department's Project Manager for review and approval prior to beginning any work.

STS will utilize our STARS (Video Data Collection System) for collection of turning movement counts. This system will also provide an opportunity for review of observed intersection operational and geometric conditions during data collection phase.

- Quantitative Assessment
  - Prior to conducting a field review, obtain as much information about the intersection and prepare a preliminary condition diagram.

- Field review of intersection in peak and off-peak periods to observe operational and geometric characteristics and take photos of the intersection.
- During field review, finalize condition diagram to show the intersection geometry, signs, pavement markings, driveway locations, distance to adjacent signalized intersections, and posted speed limit on each intersection approach.
- Note any deficiencies, large traffic volumes, high delays experienced on minor street approaches or left turn movements on major street, excessive queues, pedestrian activity, construction activity.
- Depending on the posted speed limit on the major street approaches, it may be recommended to perform a Speed Study on these approaches to the intersection
- Collect 7-Day/24 Hour Traffic Counts on each intersection approach to determine peak periods of an intersection.
- Based on review of the 7-day/24-hour counts:
  - If the volumes are low, then complete analysis using the approach counts.
  - Using our STARS (Video Data Collection System), if volumes are not low, collect 8 to 12 -hour turning movement counts (TMCs) on a typical weekday (Tuesday, Wednesday, or Thursday).
  - TMCs include vehicular (passenger, truck, and buses), pedestrian, and bicycle counts.
- Review TMCs to determine AM, Mid-Day, and PM peak hours.
  - Conduct an intersection delay study for all minor movements (side street and major street left turn movements).
- Review crash history for the latest 5-years.
  - Determine the number of crashes that occurred in a 12-month period that are correctable by a signal installation. Typical crashes include angle and left-turn crashes. In addition to vehicular crashes, this review would identify and note any bicycle/pedestrian crashes.
- All collected data would be analyzed using the 9 signal warrants in the Manual on Uniform Traffic Control Devices (MUTCD). Engineering judgement is an important part of this process to determine to signalize an intersection. Even though 1 of the 9 warrants are satisfied, it does not mean the installation of a signal is the best option. When minimum conditions are met, consideration should be given to the impact of traffic flow on the major road. The Intersection Control Evaluation (ICE) process could be explored to evaluate alternative operations.
- Throughout this process communication will be maintained between the engineer and the DOTD Project Manager. A draft traffic signal warrant analysis report would be submitted to the DOTD Project Manager for review and approval before finalizing a report. This report will include description and aerial image (if available) of the intersection, existing conditions and crash history diagrams, signal warrant discussion. The report Appendix would include all data collection, intersection photos, and completed warrant analysis sheets.

For an existing signalized intersection, it may not be preferrable to collect turning movement counts. A signal warrant analysis may be based on the 24-hour approach counts. This option would be discussed with the DOTD Project Manager prior to finalizing a task work order.

#### 19. Workload:

For all contracts where a firm on the team is a prime consultant or sub-consultant and where **a**) the consultant selection was made by DOTD, and **b**) a contract was executed by the consultant and the contracting entity by the date the advertisement for this proposal was posted, list all work meeting the following criteria:

1) one of the team's firms is responsible for the performance of the work;

2) authorization to perform the work has been provided, as provided in the contract between the consultant and the contracting entity;

3) the work has not yet been performed and invoiced; and

4) the work is not currently suspended for an indefinite period of time.

For indefinite delivery/indefinite quantity (IDIQ) contracts, list open Task Orders individually.

List only the portion of the fees attributable to firms on the team.

Firm(s) all firms must be represented in this table	Past Performance Evaluation Discipline(s) *	Contract Number and State Project Number	Project Name	Remaining Unpaid Balance**
Southern Traffic	Data Collection	None	None	0
Services, Inc.				
( 1 1 1 )				

(Add rows as needed)

DO NOT SUM

\* The **only** past performance evaluation disciplines to be used are: Road, Bridge, Traffic, CE&I/OV, Geotech, Survey, Environmental, Data Collection, Planning, Right-of-Way, CPM, ITS, Appraiser and Other (please specify). If a firm has more than one past performance evaluation discipline for any single project, the firm can use multiple rows to express the remaining unpaid balance per evaluation discipline.

\*\* Round to the nearest dollar. <u>**Do not**</u> round to the nearest thousands. If there are no active contracts with a remaining unpaid balance, place N/A in the Remaining Unpaid Balance column. <u>NOTE: ALL FIRMS MUST BE REPRESENTED IN THIS TABLE</u>. LEAVING THE "REMAINING UNPAID BALANCE" COLUMN BLANK IS NOT ACCEPTABLE.

**20.** <u>Certifications/Licenses:</u> If the advertisement requires submission of licenses and/or certificates, include them here. **Otherwise, leave this section blank**. N/A

# 21. 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. N/A

# 22. <u>Sub-consultant information:</u>

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.

Firm Name ( <mark>Name must match</mark> as registered with Louisiana's Secretary of State)	Address	Point of Contact and email address	Phone Number

#### 23. Location:

If location is an evaluation criterion for this advertisement 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 advertisement. N/A

# **24. DBE Good Faith Effort**

STS reached out to Vectura Consulting Services, LLC, P.O. Box 14269, Baton Rouge, LA 70908 by phone and email on several occasions without a response.

Phone: (225) 223-6685 (225) 578-3975

Email: bferlito@vecturacs.com