



DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT  
INTRADEPARTMENTAL CORRESPONDENCE

REFERRED TO

- \_\_\_\_\_ REFERRED FOR ACTION
- \_\_\_\_\_ ANSWER FOR MY SIGNATURE
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- \_\_\_\_\_ FOR YOUR INFORMATION
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MEMORANDUM

**DATE:** December 10, 2018  
**TO:** Darlene Major  
Admin Program Director 4  
**FROM:** Shawn D. Wilson, Ph.D.  
Secretary  
**RE: Selection Justification**  
**Contract No. 4400013520**  
**Contract for Traffic Data Collection and Monitoring Services**

BY \_\_\_\_\_ DATE \_\_\_\_\_  
BY \_\_\_\_\_ DATE \_\_\_\_\_  
BY \_\_\_\_\_ DATE \_\_\_\_\_

In accordance with Louisiana Revised Statute 48:293, this memorandum serves as justification for selection of ITS Regional, LLC.

The advertised project description provides that this is a contract for traffic data collection and monitoring services statewide. The short list identified Southern Traffic Services Inc. as number 1 and ITS Regional as number 2 in overall rank. The scoring provides that ITS Regional received a 3.5 for firm experience and staff. However, after further inspection into the notes provided by evaluators, it is to be noted that the principal of ITS Regional possesses over 38 years of experience and has managed multiple data collection projects. Additionally, the majority of the staff participating in this project have all had experience in relevant projects ITS Regional has performed dating back to 2012. ITS Regional is a firm that is located and headquartered in the state of Louisiana.

As identified above, I have selected ITS Regional (2).

SW: jh

RECOMMENDED FOR APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

RECOMMENDED FOR APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

RECOMMENDED FOR APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

*Shawn D. Wilson*  
APPROVED \_\_\_\_\_

DATE 12/10/18  
DATE \_\_\_\_\_