

SEPTEMBER 13, 2012

**REQUEST FOR PROPOSALS
LTRC Project No. 13-ITTS
INSTITUTE FOR TRADE AND TRANSPORTATION STUDIES -
ITTS**

PROBLEM STATEMENT

Freight transportation, with its potential demands upon the region's infrastructure, is becoming more important in regional planning efforts. For example, roughly one third of all truck ton-miles in the Southeast are actually through traffic movements. This, and the need to develop strategic freight corridors that improve system mobility, are seen as critical components to support the region's economic vitality. Current federal legislation, MAP 21, directs states to develop freight plans. Assisting states in developing regional and freight corridor studies will provide additional aid for state and local transportation planners in considering the influence of freight traffic on their network.

BACKGROUND:

The Southeastern Transportation Alliance was formed in 1996 for the purpose of undertaking the Latin America Trade and Transportation Study (LATTS). Members of the Alliance included Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Puerto Rico, Tennessee, Texas, Virginia, and West Virginia. The effort was funded through an FHWA Pooled Fund study using State Planning and Research (SPR) funds.

The premise of the study was the recognition that Latin America is poised for growth and this presents huge trade potential for southeastern states. Therefore, the purpose of LATTS was to estimate trade volumes with Latin America, evaluate infrastructure investments needed to support growth in international trade, and develop strategies to guide infrastructure investments. The overall goal was to help the Southeastern Transportation Alliance states develop their competitive advantages to capture trade opportunities and the associated economic benefits.

Following the completion of LATTS (Phase I) in March 2001, the study was taken to the next level under the name LATTS II. LATTS II was a two-year analysis of the critical infrastructure needs identified in LATTS (Phase I). In addition to the original (Phase I) Alliance members, the States of Missouri and Oklahoma participated in LATTS II. At the conclusion of LATTS II, Missouri and Oklahoma dropped out of the Alliance as did Texas leaving only SASHTO states as members.

To continue the original study initiatives, the remaining Alliance states decided to form an independent entity entitled the Institute for Trade and Transportation Studies (ITTS). With the exception of Puerto Rico which has not participated to date, the Board of Directors for ITTS is the SASHTO Board of Directors.

In 2012, member states were polled concerning their interest in renewing the ITTS beyond its current date. Eight states affirmed their commitment to continue funding ITTS for another five year period.

SCOPE OF WORK:

LA DOTD will contract for a period of five years for the services of a consultant who will serve as the Executive Director of the Institute for Trade and Transportation Studies. The project will be conducted as a Transportation Pooled Fund Study (TPF). The scope of work will consist of, but not be limited to, the following:

- Update the Latin America Trade and Transportation Study but expand to include all international trade.
- Organize and facilitate workshops attended by ITTS member states to review trade forecasts and freight flows, and to present and compare member state transportation plans to ensure proper coordination.
- Organize and sponsor an annual “Freight in the Southeast” conference to provide a continuing education and peer exchange opportunity for member states.
- Within budgetary allowances, provide support to member states such as speaking at member state conferences, offering expert advice, etc.
- Provide technical assistance in meeting the requirements of MAP-21 including but not limited to State Freight Plans, Freight networks and identifying Regional Freight corridors.

OBJECTIVES:

The purpose of ITTS is to estimate trade volumes with Latin America and other international trade, evaluate infrastructure investments needed to support growth in international trade, and develop strategies to guide infrastructure investments. The overall goal is to help the Southeastern Transportation Alliance states develop their competitive advantages to capture trade opportunities and the associated economic benefits.

RESEARCH APPROACH:

Task 1: Network Development

Evaluate and process GIS inventories of state and public sector for freight analyses; review of the LATTS network; review of HERSst and asset management tools; develop scenarios; assign flows to networks; Present models to states; state network integration review; provide training on ITTS network; update networks as required>

Task 2: Data Development

Develop truck and datasets for analysis beginning with FAF using a disaggregate approach; integrate state traffic statistics; calibrate FAF datasets to rail, water and air databases; develop airport, highway connectors, highway corridor, port railroad and waterway planning modules; develop truck routing models; add rates and supply chain elements; review and update as necessary.

Task 3: Communications, Training and Education

Develop freight summary books through the review and updating of statewide freight plans, TIGER and BC studies; update trade and international figures; present study findings in appropriate conferences and to individual member states as requested.

Task 4: Meetings

Develop and conduct annual “Freight in the Southeast” conferences; plan and conduct annual summer meetings of the ITTS pooled fund study technical advisory group; attend and present at the annual SASHTO meeting.

Task 5: Progress and Final Reports, Meeting Minutes, Conference Summaries and Freight Study Reports

Progress must be reported to the ITTS pooled fund study technical advisory group every three months after commencement of the project using TPF format; a draft final report must be submitted to LTRC three months before the end of the project, and a corrected version addressing the technical advisory group’s comments by the expiration date of the project; prepare and distribute meeting minutes and conference summaries as required; deliver freight study reports as required.

SPECIAL NOTES:

A. LTRC projects are intended to produce results that will be applied in practice. It is expected that the implementation of the results of this research into practice will evolve as a concerted effort during this project. Potential implementation will be discussed at the annual summer meetings. The final report must contain an implementation plan to include, as a minimum, the following:

- a. The “product” expected from the research;
- b. A realistic assessment of impediments to successful implementation;
- c. The activities necessary for successful implementation; and
- d. The criteria for judging the progress and consequences of implementation.

B. Funding indicated in this RFP is intended as full compensation for the Executive Director. Additional funding will be provided to this pooled fund study for Executive Director travel, travel for two people from member states for the annual ‘Freight in the Southeast’ conference and the annual summer ITTS meeting, professional services and the ITTS conference.

C. To equitably answer any questions regarding this Request for Proposals, the Louisiana Department of Transportation and Development (LA DOTD) website will be updated with questions and answers and related documents regarding the project.

<http://webmail.dotd.louisiana.gov/agrestat.nsf/WebAdvertisements?OpenPage>

The LA DOTD makes these documents available for informational purposes only to aid in the efficient dissemination of information to interested parties. The LA DOTD does not warrant the documents against deficiencies of any kind. The data contained within this web site will be periodically updated. Interested parties are responsible to be aware of any updates. Questions regarding this RFP should be submitted in writing to the LTRC contact person. Questions must be received by close of business seven calendar days prior to deadline date.

D. LTRC's mission includes the support of higher education in Louisiana. LTRC encourages the cooperation and collaboration between private consultants and/or out-of-state institutions with Louisiana universities for the purpose of sharing of knowledge and increasing transportation expertise in the academic community.

E. Consultants shall be registered with the Secretary of State in order to be able to work in Louisiana prior to award of contract.

<http://www.sos.la.gov/tabid/1011/Default.aspx>

CONTRACT TIME:

60 months after issuing of notice to proceed.

COST:

\$975,000

AUTHORIZATION TO BEGIN WORK:

October 1, 2012 (estimated)

PROPOSAL FORMAT:

All proposals must be formatted according to LTRC Research Manual, 2003 edition (http://www.ltrc.lsu.edu/pdf/research_man03.pdf).

PROPOSAL SELECTION:

A panel of member state personnel will be selected for this project to review, evaluate and rank all proposals received according to the criteria listed in the proposal review form shown in figure 2-6 in the LTRC Research Manual

DEADLINE FOR RECEIPT OF PROPOSAL:

September 27, 2012, 4.00 p.m.

SUBMISSION OF PROPOSAL:

Ten copies of the proposal must be received by LTRC by September 27, 2012, 4.00 p.m.

Proposals to be submitted to:

Mr. Harold R. Paul, P.E.

Director

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