

New Orleans Regional Transit Authority (RTA) Request for Proposal #2023-024

Universal Accessibility Study

Submitted to: NORTA Submitted by: WSP USA, Inc.

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Letter of Interest

Ms. Lona Hankins Chief Executive Officer New Orleans Regional Transit Authority

RE: Request for Proposal #2023-024, Universal Accessibility Study

January 17, 2024

Dear Ms. Hankins,

WSP USA Inc. (WSP) and our esteemed team are delighted to submit our response to the New Orleans Regional Transit Authority for a Universal Accessibility Study. WSP is eager to collaborate once again with the RTA, and our proposal reflects our extensive experience in working with various transit agencies and communities across Louisiana and throughout the country. Our achievements include:

- Conducting transit service, fleet, and facility assessments;
- Developing transit plans for communities small to large based on realistic transit propensity;
- Working with transit agencies to help them become more efficient and effective;
- Securing funding for capital projects, operations, and technology upgrades; and,
- Enhancing stakeholder and community engagement to ensure transit service is viewed as a valuable community asset.

WSP offers the following advantages to the RTA in completing this Universal Access Study, including:

Diverse and Local Experience: WSP's Senior Transportation Planner Nathan Lipson, AICP will serve as project manager. Nathan has extensive experience with the RTA on various planning assignments, and is currently working on route restoration and Areas of Persistent Poverty (AoPP) analyses for Baton Rouge Capital Area Transit System (CATS). Supporting Nathan locally is WSP's Senior Managing Director of Gulf States Max Nassar. Max also has extensive experience working with the RTA, most recently in 2020 as Project Principal for the Downtown Transit Center Alternatives Analysis. Finally, Brian Hundt, PE, also in the WSP New Orleans office, has extensive experience in accessibility design. Brian is currently working on an ADA Accessible Bus Stop Design Services contact for Baton Rouge CATS as well as the Amtrak ADA Improvements Program (Slidell, LA).

Unmatched Expertise: WSP's local team will be supported by a team of experts selected specifically for their subject matter expertise. Serving as Deputy Project Manager, Greg Chilik brings over two decades of transit planning and project management for both the public and private sectors for clients such as the Metropolitan Atlanta Rapid Transit Authority (MARTA) and Memphis Area Transit Authority (MATA). Former FTA executive Sheila Clements (Senior Vice President, Transit & Rail) will advise on the project, bringing over 30 years of experience to the team. Sheila is leading three ongoing projects for Baton Rouge CATS.

Personalized, Effective, and Meaningful Community Engagement: WSP has a team dedicated to Communications and Public Involvement (CPI) who specialize in in-person and virtual engagement strategies, qualitative data collection and analysis, visualizations and website design, language translation, and more. We offer experienced local staff supported with the skills of a national group of almost 100 public engagement professionals to weave together proven best practices with the latest innovative tools to engage diverse audiences, contributing to overall project success.



Understanding of Transit Operations, Transit Users, and Transit-Supportive Growth: WSP has one of the largest transit planning and engineering staffs in the nation, helping communities both large and small in meeting the financial, technical, and contextual challenges of providing a multimodal transportation network that meets the economic, social, and environmental needs of the communities we serve. Our experience spans the entire transit life cycle providing a full range of transit planning services including grant assistance, planning and policy, analyzing transit demand, service operations, financial strategies, and program management. Not only does WSP help communities with mobility solutions, but we have effectively provided guidance on policy development that will lead to accessible transit-supportive growth.

In addition to our experienced WSP staff, our proposal also includes registered DBE firms The Villavaso Group and The Hawthorne Agency. Both firms have extensive transit experience and have been selected and programmed based on their experience and qualifications in transit planning and public outreach.

We at WSP take pride in working with local communities to develop solutions that help improve quality of life. We also aim to provide you with high-quality deliverables to advance projects on time so you can uphold promises to the community. Should you have any questions or require additional information, please contact me at Max.Nassar@wsp.com or (225) 218-3584 at any time.

WSP USA Inc. acknowledges receipt of the following addenda:

- Addendum No. 1, dated 11/28/23.
- Addendum **No. 2**, dated **1/3/24**.
- Addendum No. 3, dated 1/4/24.

Respectfully,

Max Nassar Senior Vice President WSP USA Inc.



Project Approach

New Orleans faces distinctive challenges in ensuring comprehensive transit access, including diverse transit modes, historic preservation concerns, socioeconomic disparities, and unpredictable weather conditions. Despite these acute challenges, the RTA is committed to fostering accessible transit. Our seasoned team understands the multifaceted issues confronting both the RTA and the City of New Orleans, enabling us to implement a robust plan for optimizing transit accessibility from our own experience.

In the context of this study, we define universal transit accessibility as the ability for all individuals to effortlessly and safely locate, board, and ride public transit, ensuring an efficient route for their transportation needs. Throughout this study, terms such as "people with disabilities" will be used to encompass those with physical disabilities, intellectual and developmental disabilities (IDDs), or other cognitive disabilities that necessitate consideration in design and policy choices related to accessibility.

While U.S. DOT regulations (49 CFR Part 37 and 49 CFR Part 38) provide essential baseline design guidelines, our Universal Accessibility Study adopts a more holistic approach. In addition to addressing physical guidelines, our methodology extends to provide programmatic and policy recommendations, fostering an inclusive culture in all the agency's actions.

The following section delineates our comprehensive approach to achieving universal transit accessibility.



Task 1 - Research & Data Collection (Lead Firm: HANTHORNE)

In the initial phase of Task I, our team will meticulously review industry best practices that specifically relate to the RTA's services. Notable resources for this review include the "Transit Universal Design Guidelines" by the American Public Transportation Association (APTA) (2020), the "ADA Toolkit" from the National Rural Transit Assistance Program (RTAP) (2021), the "Toolkit for the Assessment of Bus Stop Accessibility and Safety" by the National Aging and Disability Transportation Center (2014), and the "National Public Transportation Safety Plan" by the Federal Transit Administration (FTA) (2017). Concurrently, we will delve into accessibility plans at peer agencies, extracting valuable insights that will inform subsequent survey development.

As part of this research phase, the consultant will actively engage with the community by leading evaluation tours with both riders and non-riders representing a range of disabilities. This hands-on approach ensures a direct understanding of the challenges faced by different individuals within the community.

Moving forward, our survey phase will involve garnering input from the public regarding existing accessibility gaps and potential solutions. We will employ a combination of in-person meetings, website responses, and various outreach mechanisms to ensure diverse and detailed insights. The specifics of our public outreach plan, delineating channels such as virtual meetings and social media engagement, will be detailed in the Community Outreach and Data Collection Plan. Survey responses and public meeting

feedback will be meticulously collected and organized in an Excel database format. This organized dataset will serve as a foundational resource for our subsequent analyses.

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Insights gained from the research phase, including peer agency reviews and firsthand experiences from evaluation tours, will directly inform the development of survey questions, ensuring a nuanced understanding of industry best practices and localized challenges. Results from surveys and public meetings, along with the outcomes of the evaluation tours, will be summarized in a Technical Memo, complementing the best practices established in the research phase.



Task 2 – Coordinate the Accessibility Advisory Committee (Lead Firm: $\mathbf{V}_{\mathbf{G}}$)

The Accessibility Advisory Committee (AAC) is a diverse coalition comprising community representatives, decision-makers, advocates, and subject matter experts. Collectively, these stakeholders will play crucial roles in guiding the study, recognizing that transit accessibility extends beyond the physical and jurisdictional boundaries of the RTA.

Our team acknowledges the significance of intergovernmental coordination, particularly with entities like the City of New Orleans, Jefferson Parish, and LADOTD, given their influence on the streetscape design. To facilitate this coordination, our team will actively engage with relevant stakeholders, ensuring their input and guidance are integral to the study. The roles of community representatives, decision-makers, advocates, and subject matter experts will be explicitly defined, highlighting how each group contributes to the advisory committee's objectives.

Upon approval of committee members by the RTA, our team will collaborate with participants to establish a comprehensive schedule with clear milestones. This schedule will align seamlessly with other project deliverables, ensuring a coordinated and efficient workflow. Regular meetings will be scheduled with the AAC, providing a structured platform for ongoing discussions. Our commitment is to incorporate feedback from committee members into the evolving work, fostering a collaborative and iterative process.

Task 3 – Accessibility Framework Development (Lead Firm: **NSD**)

Task 3 serves as a pivotal phase, synthesizing insights gained from the initial tasks to establish a robust Accessibility Framework for the RTA. Building upon the guidance provided by the industry best practices identified in Task 1 and the comprehensive assessment of existing conditions in Task 2, this framework will strategically outline actionable steps for enhancing transit accessibility.

The Accessibility Framework will not only encapsulate the best practices reviewed but also consider the unique context and challenges identified during the tasks. By aligning with these guiding principles, the framework will serve as a comprehensive roadmap, directing the RTA towards achieving universal accessibility standards.

A crucial element of this framework lies in the development of a sophisticated methodology for prioritizing actions. Given the constraints of limited resources and funding, categorizing actions becomes imperative. The methodology will encompass a range of criteria, including but not limited to:





Cost: Assessing the financial implications of each action item to ensure a realistic and sustainable approach.

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Level of Impact: Evaluating the potential impact of each action on improving transit accessibility, with a focus on measurable outcomes.



Timeline: Establishing a realistic timeline for the implementation of each action, considering both short-term and long-term objectives.



Political/Jurisdictional Complexity: Recognizing the potential challenges associated with political and jurisdictional factors, and devising strategies to navigate these complexities.

By integrating these criteria into the framework, our approach ensures a nuanced understanding of the practical considerations involved in implementing accessibility improvements. The framework will not only guide decision-making but also provide a structured mechanism for the RTA to allocate resources effectively, maximizing the impact of each action.

Our commitment is to develop an Accessibility Framework that is not only comprehensive and forwardlooking but also adaptable to the dynamic nature of transit services. Through this task, we aim to empower the RTA with a strategic plan that not only addresses current challenges but also positions the organization for sustained success in fostering universal transit accessibility.

Task 4 – Baseline Conditions Assessment (Lead Firm: **\\S)**)

Building on the foundation laid in the preceding tasks, Task 4 focuses on conducting a comprehensive Baseline Conditions Assessment to intricately describe the current accessibility conditions within the RTA's network. Leveraging the best practices established in Task 1 and incorporating insights from the public, as well as expertise from the AAC in Task 2, this assessment aims to provide a detailed examination of various elements within the RTA's system.

Extending well beyond the physical vehicles and stop infrastructure, this assessment will encompass the following key areas:

- User Experience of Transit Services: Evaluation of the user experience across fixed route bus, fixed route rail, ferry, and paratransit services. This includes an in-depth analysis of the accessibility features and overall satisfaction of transit users.
- **Transit Rider Communication Services**: Assessment of communication services such as the website, mobile app, Customer Service "Rideline," and paratransit scheduling. This will scrutinize the effectiveness and accessibility of these communication channels.
- **System Wayfinding**: Examination of the system's wayfinding mechanisms to ensure clarity and ease of navigation for all users, considering various modes of transit.
- **Infrastructure**: Evaluation of transit facilities for buses, streetcars, and ferries. While transit stops in the right-of-way are addressed separately, this assessment will coordinate with any ongoing transit stop accessibility activities.



- Vehicle Access and Amenities: Analysis of vehicle access and amenities, encompassing buses, streetcars, ferries, and other transit vehicles. This includes a focus on the accessibility features provided to passengers.
- **Customer Service Practices**: Scrutiny of customer service practices, evaluating communication from the RTA, including operators, Rideline agents, and other stakeholders. This ensures that communication practices align with accessibility and inclusivity principles.
- **Tools for Rider Communication**: Examination of tools available for riders to communicate with the RTA, covering access to complaint and feedback processes, attendance at Board meetings, and participation in the Riders Advisory Committee.

This comprehensive assessment will utilize a range of metrics to evaluate the condition of each element, providing a detailed understanding of the current state of accessibility within the RTA's network.

The findings will serve as a critical foundation for subsequent tasks, guiding the development of targeted recommendations to address identified gaps and enhance overall transit accessibility.



Task 5 - Gap Analysis (Lead Firm: 🦄)

Building on the insights gathered from the Universal Accessibility Framework developed in Task 3 and the comprehensive Baseline Conditions Assessment conducted in Task 4, Task 5 focuses on conducting a detailed Gap Analysis. The objective is to identify specific areas within the RTA's riding experience where current accessibility provisions are insufficient.

Utilizing the established Universal Accessibility Framework as a reference, the consultant will systematically assess the existing conditions highlighted in the Baseline Conditions Assessment. The gap analysis will go beyond surface-level observations, delving into the identification of barriers, the severity of these gaps, and understanding the populations affected by these inadequacies.

Key components of the Gap Analysis include:



Identification of Accessibility Gaps: A meticulous examination of each element outlined in the Universal Accessibility Framework and Baseline Conditions Assessment to pinpoint areas where accessibility provisions fall short.



Barriers Analysis: A comprehensive review of the barriers arising from identified gaps, shedding light on the specific challenges faced by transit users with diverse needs and requirements.



Severity Assessment: An evaluation of the severity of each identified gap, distinguishing between critical issues that demand immediate attention and those that can be addressed through phased interventions.



Population Impact Assessment: An analysis of the populations affected by the identified gaps, considering factors such as age, disability type, and other demographic considerations to ensure a holistic understanding of the impact.

Our approach will not only uncover these gaps but also to propose viable solutions. The findings from the Gap Analysis will serve as a crucial foundation for the subsequent task, providing a nuanced understanding of where interventions are most urgently needed.

As part of the iterative process, the team will update the Universal Accessibility Framework based on the insights gained during the Gap Analysis. This ensures that the framework evolves to address the specific challenges identified, improving its utility for future applications by RTA.

Task 6 – Recommendations & Next Steps (Lead Firm: **\\S)**)

Building upon the outcomes of the Gap Analysis conducted in Task 5, Task 6 provides detailed recommendations that outline specific actions for the RTA to address the identified accessibility gaps. These recommendations will be crafted with a focus on promoting inclusivity, improving user experiences, and enhancing overall transit accessibility. This section will consist of the following elements.

1. Detailed Action Recommendations:

A comprehensive set of actionable recommendations outlining specific steps for the RTA to address identified accessibility gaps. Each recommendation will be accompanied by details such as estimated resources needed, including financial and human resources, and a suggested timeline for completion.

2. Cost Estimation:

A thorough cost estimation for each recommended action, providing the RTA with a clear understanding of the financial implications associated with implementing the proposed changes.

3. Timeline for Implementation:

A detailed timeline outlining the suggested sequence for implementing each recommendation. This timeline will consider the urgency of certain actions and potential dependencies between different recommendations.

4. Prioritization Mechanism:

Reflection of the prioritization mechanism established in Task 3 within the recommendations, ensuring alignment with the overarching goals and guiding principles of the Universal Accessibility Framework.

Our approach and recommendations will be forward-looking, considering the long-term impact of each recommendation on the overall transit accessibility landscape. Additionally, the recommendations will reflect a sensitivity to the limited resources and funding constraints, providing the RTA with a practical roadmap for achieving tangible improvements.

Innovative Approaches in Transit Accessibility

Embracing a forward-thinking perspective, our proposal advocates for the integration of innovative technologies and policies to enhance transit accessibility. In this section, we highlight just a few approaches (some concepts, some specific initiatives referenced) that we are tracking which transcend conventional norms, addressing the diverse needs of passengers with disabilities.

Induction Loop Technology (MTA, New York):

In response to challenges faced by individuals who are deaf or hard of hearing in noisy subway environments, induction loop technology, also known as "hearing loop," has emerged. This technology, integrated into sound systems, assists people with hearing aids or cochlear implants, enabling them to better hear and understand audio announcements and conversations in public spaces.

Self Securement Stations for Wheelchair Users (MTA, New York):

A notable innovation in New York involves the introduction of self-securement stations on buses. This technology allows passengers in wheelchairs to independently secure their chairs. By backing into the device and pressing a button, arms are engaged to secure the wheelchair's wheels. This approach streamlines the boarding process for wheelchair users, eliminating the need for manual assistance from the driver.

Zoning for Accessibility:

Innovative zoning rules incentivize private developers to integrate accessibility features into their buildings or contribute to accessibility projects at nearby transit stations. This approach encourages the incorporation of universal design principles in new developments, fostering an inclusive environment.

Blind Square App in (Capital Metro, Austin):

The Blind Square app offers Capital Metro riders a valuable tool for people who are blind or have low vision. Users can access real-time information about bus arrivals, closures, and navigation to bus stops through audio instructions. Capital Metro's Smart Beacon program utilizes Bluetooth technology to transmit data between buses and phones, enhancing accessibility for individuals with visual impairments.

Cost Proposal

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Task		ee Estimate
Task 1. Research & Data Collection	\$	135,261
Task 2. Coordinate the Accessibility Advisory Committee (AAC)	\$	19,613
Task 3. Accessibility Framework Development		30,294
Task 4. Baseline Conditions Assessment (Report Document)	\$	34,143
Task 5. Gap Analysis (Technical Memo)	\$	21,096
Task 6. Recommendations and Next Steps (Report Document)		17,873
Total	\$	258,281

Staff Rates

Name	Role	Rate	e			
WSP						
Nathan Lipson	Project Manager	\$	143.74			
Greg Chilik	Deputy PM	\$	211.78			
Max Nassar	Principal-in-Charge & Intergov. Coordinator	\$	288.93			
Brian Hundt	Infrastructure Assessment	\$	131.50			
Sheila Clements	Technical Advisor	\$	303.30			
Sarah Parkins	Public Outreach Lead	\$	125.72			
Guy Blanchard	Historic Preservation Expert	\$	166.99			
	Villavaso					
Corinne Villavaso	PM, Principal Planner	\$	225.00			
Odile Ramsay	Researcher, Data Analyst, Technical Writer	\$	155.00			
Briana Lawson	Jr. Project Coordinator, Graphic Design	\$	145.00			
	Hawthorne					
Geneva Coleman	Community Outreach Manager	\$	150.00			
Karimah Stewart	Community Outreach Coordinator	\$	125.00			
Paris Jackson	Graphics & Clerical Assistant	\$	85.00			



Proposed Implementation Timeline

Task Description	2024						2025						
	Feb	Mar	Apr	Мау	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Task 1. Research & Data Collection	•					•							
Task 2. Coordinate the Accessibility Advisory Committee (AAC)		•											
Task 3. Accessibility Framework Development								•					
Task 4. Baseline Conditions Assessment (Report Document)	•					•							
Task 5. Gap Analysis (Technical Memo)													•
Task 6. Recommendations and Next Steps (Report Document)													•

Active	
Kick-off Meeting	•
Deliverable	•

Instructions: The prime, each subconsultant, and any other tier subconsultant must submit a fully completed Contractor Questionnaire form. All items requested on the form are required, if an item is not applicable, respondents are instructed to enter N/A. Each prime firm participating as a joint venture should complete a separate Contractor Questionnaire form and indicate on the form in item 10 that the response is a joint venture.

	Regional Transit Authority Service Provider Questionnaire		1. Project name, project number and date of submittal:	2. Official name of firm, indicate if prime or subconsultant:	3. Add	lress of	office to perform work:
	🛧 RTA ≫		Universal Accessibility Study #2023-024	WSP USA Inc. (Prime)	Suite 1	-	Street LA 70163
4. Nam n/a	e of parent company, if any:		5. Location of headquarters (city):	6. Name, title, and telephone number of principal contact:	7. Nat manage		, and telephone number of project
			One Pennsylvania Plaza New York, NY 10119	Max Nassar Managing Director Gulf States (LA, MS, AL) 225-218-3584		insporta	n, AICP, LEED GA ation/Environmental Planner
8. Speci	fy Type of Ownership:		9. Indicate Special Status:	10. Indicate certifications held	11. Is	this sub	mittal a joint venture (JV)?
-	Private corporation		regarding			Y	es (No)
	X Public corporation		n/a	special status: n/a			\bigcirc
	Proprietorship		Small business	SBA certified	If so, h	as the J	V worked together before?
	Partnership		Minority-owned busin	ess SLDBE certified	Yes No		
	i ururersinip		Woman-owned busine				
12. 1	List full-time personnel by p	rimary	function. Count each only once	2			
#	Function (e.g. civil engineer)	, , , ,					
1	Principal-in-Charge/Intergovernmental Coord.	1	Max Nassar	New Orleans, LA			
2	Project Manager	1	Nathan Lipson	New Orleans, LA			
3	Civil Engineer/Infrastructure Assessment	1	Brian Hundt	New Orleans, LA			
4	Deputy Project Manager	1	Greg Chilik	Atlanta, GA			
5	Technical Advisor	1	Sheila Clements	Chicago, IL			
6	Public Outreach Lead	1	Sarah Parkins	Raleigh, NC		3	Total Personnel Domiciled in LA
7	Safety & Security Lead	1	Joy Thompson	Atlanta, GA		8	Total Personnel
8	Historic Preservation	1	Guy Blanchard	Eliot, ME			

13. List all outside subcontractors or subconsultants you intend to employ for this project.

a. Name and address of subconsultant or subcontractor	b. Specific work to be performed on this project	c. Worked with prime firm before?
Villavaso Group, LLC 7111 Lake Barrington Dr New Orleans, La 70128 <i>Corinne M. Villavaso</i> Principal 504-905-2892	Industry Best Practices for Accessibility Outreach Coordinate Accessibility Advisory Committee Gap Analysis	Νο
The Hawthorne Agency, Inc. 615 Baronne St, Ste 200 New Orleans, La 70113 <i>Geneva W. Coleman</i> President 504-488-6100	Outreach Intergovernmental Coordination	Yes

14. Brief resumes of key persons anticipated for this project (clearly identify if alternate office location if different than listed in item 3).

The Brief resultes of key persons underpated for this project (clearly identify if dictinue							
a. Name and title:	a. Name and title:						
Max Nassar / Senior Managing Director, Gulf States (LA, MS, AL)	Greg Chilik, PE, PMP / Sr. Project Manager						
Office <i>: New Orleans/Baton Rouge</i>	Office <i>: Atlanta, GA</i>						
b. Position or assignment for this project:	b. Position or assignment for this project:						
Principal-in-Charge / Intergovernmental Coordinator	Deputy Project Manager						
c. Years of professional experience with this firm: 6 With other firms: 36	c. Years of professional experience with this firm: 2 With other firms: 25						
 d. Education:	 d. Education:						
Degree / Year / Specialization BA / 1976 / Psychology - Louisiana State University, Baton Rouge, Louisiana	Degree / Year / Specialization BE / 1995 / Civil Engineering - Georgia Institute of Technology MBA / 2017 / Business Administration – Georgia Institute of Technology						
 e. Active registration or applicable certifications:	 e. Active registration or applicable certifications:						
State / Discipline / License number / First year registered Post-graduate studies in Business, Finance, Labor Relations, and Industrial Operations,	State / Discipline / License number / First year registered Professional Engineer:						
Statistical Process Control, Tulane University and Loyola University, New Orleans, Louisiana	Alabama / Civil / PE35819 / 2016 Georgia / Civil / PE026669 / 2001 Professional Project Management / US / 2017						
f. Experience and qualifications relevant to this project: Max is a Louisiana native who has spent 30 years in executive level positions in Fortune 500 Companies in both the Manufacturing/Industrial Sector and AE Consulting Services Sector. Over the past 25 years, he has overseen a multiplicity of infrastructure projects in the Southeast United States and in Central America and with a value in the billions. Many of these projects have been in Louisiana and Mississippi and have been performed for a variety of public and private clients including Louisiana Department of Transportation and Development, The Mississippi Department of Transportation, The Louisiana Department of Natural Resources, The New Orleans Regional Planning Commission, The New Orleans Regional Transit Authority, The Louisiana Coastal Protection and Restoration Authority, the Jackson Mississippi Municipal Airport Authority, the Louis Armstrong New Orleans International Airport, the Port of New Orleans, the Port of South Louisiana and others.	 f. Experience and qualifications relevant to this project: Greg is a senior project manager with an extensive career in transit planning for both the public and private sectors. Greg is experienced in the engineering design and project management of transit capital projects from facilities to linear corridor projects. Greg's responsibilities have included grants management, capital project oversight for the Federal Transit Administration, oversight of federally funded procurements, project quality control, risk management, and transportation engineering. Additionally, Greg specializes in coordination with municipal and state governments as well as federal agencies to facilitate transportation and transit initiatives and projects such as bus rapid transit. He has a deep understanding of Federal Transit Authority rules and guidance and has assisted many cities and transit agencies with their funding and capital project needs. 						
Additionally, Mr. Nassar has served as a member of the board of directors of a variety of business and civic entities as well as many quasi-public governmental boards or committees related to local, state, and national infrastructure. He also served on the Mayor of New Orleans' Committee for the Acceleration of Project Delivery and chaired the Mayor's Subcommittee tasked with assisting Disadvantaged Business Enterprises in expanding their business capacity. He served on the transition team of a Louisiana Governor, on both the Transition Team's Transportation Committee and the Economic Development Subcommittee. Mr. Nassar also served as the chairman of the St. Charles Parish Council.	 Georgia DOT (GDOT), State Rail Planning/Study, Atlanta, GA MARTA, Buckhead Station Pedestrian Bridge Construction, Atlanta, GA MARTA, 2018 Planning Services, Atlanta, GA Memphis Area Transit Authority (MATA), 2021 On-Call Streetcar Rail System Engineering Services Connecticut DOT, New Haven Hartford Springfield (NHHS), Rail Program Management, Glastonbury, CT Pinellas Suncoast Transit Authority, SunRunner Bus Rapid Transit Project (FTA project), St. Peterburg, FL 						

a. Name and title:	a. Name and title:					
Nathan Lipson, AICP, LEED GA / Senior Transportation Planner	Sheila Clements / Senior Vice President, Transit & Rail					
Office: New Orleans, LA	Office: <i>Chicago, IL</i>					
b. Position or assignment for this project:	b. Position or assignment for this project:					
Project Manager	Technical Advisor					
c. Years of professional experience with this firm: 1 With other firms: 7	c. Years of professional experience with this firm: 4 With other firms: 30+					
 d. Education:	 d. Education:					
Degree / Year / Specialization MS / 2017 / Sustainable Real Estate Development – Tulane University BA / 2016 / Urban Planning – University of Illinois at Urbana-Champaign	Degree / Year / Specialization BS / 1999 / Recreation Administration and Management – Illinois State University					
 e. Active registration or applicable certifications:	 e. Active registration or applicable certifications:					
State / Discipline / License number / First year registered American Institute of Certified Planners / No. 33869 / 2022 LEED Green Associate / No. 11175925 / 2017 / 2020	State / Discipline / License number / First year registered n/a Distinguished Team Award, USDOT FTA; KEE Connections Mentor, USDOT FTA Sustainability Achievement Award, USDOT FTA; Regional Administrator's Honor Award, USDOT FTA; Administrator's Award, USDOT FTA					
 f. Experience and qualifications relevant to this project: Nathan is a Senior Environmental and Transportation Planner with 7 years of experience delivering planning consulting services to clients. He has managed client needs, employed creative solutions, and identified actionable initiatives through strategic planning, consulting, and funding services. Port of South Louisiana, Program Management, Board of Commissioners Port of South Louisiana, St. Charles, St. James and St. John Parishes, LA (Project Manager) Capital Area Transit System (CATS), Transit Optimization Study to Empower Areas of Persistent Poverty, Baton Rouge, LA (Transportation Planner) New Orleans Regional Transit Authority (RTA), On-Call Planning and Transition Management (Transportation Planner): Fare Equity Analysis; Alternative Revenue & Fare Collection Analysis New Orleans Aviation Board (MSY), On-Call Planning Services, New Orleans, LA (Transportation Planner): North Terminal Project; MSY Next City of Slidell, Slidell 2040 (Comprehensive Plan Update), City of Slidell, LA (Transportation Planner) St. Charles Parish, Economic Impact Analysis of US-90 Corridor, St. Charles Parish, LA (Transportation Planner) New Orleans, LA (Deputy Project Manager) Baton Rouge Municipal Airport (BTR), Disadvantaged Business Enterprise (DBE) Program Management/Administration, Baton Rouge, LA (Project Manager) 	 f. Experience and qualifications relevant to this project: Sheila is a senior vice president, transit and rail and brings progressive experience within the public and private sectors working on Federal Transit Administration (FTA) major transit and rail programs across the country. These programs include planning; environmental; project development; grants management, public involvement; engineering; funding; and oversight of construction for federally, state, and locally funded projects. Prior to joining the firm Sheila worked in the public sector and served as the director; office of operations and program management; and the director, office of planning and program development for the USDOT Federal Transit Administration (FTA) Region V. Sheila's specific expertise includes FTA compliance and technical advisory services, administration, operations, program management oversight, planning, project development, funding, integration of processes, policies and procedures, and management of performance improvements in the public and private sectors. Capital Area Transit System (CATS), Transit Optimization Study to Empower Areas of Persistent Poverty, Baton Rouge, LA (Project Manager) Detroit Transportation Corporation's (DTC) Detroit People Mover (DPM). FTA Compliance and Technical Advisory Team Lead. North Carolina DOT (NCDOT) Innovative Mobility Division and Ferry Division, On-Call. FTA Compliance and Technical Advisory Team Lead City of Birmingham's Xpress BRT Project, FTA Compliance and Technical Advisory Team Lead Northern Indiana Commuter Transportation District (NICTD) West Lake Corridor Project, FTA Technical Advisor & Assistant Project Manager Palm Tran South County Facility Expansion Project, Project Manager 					

a. Name and title:	a. Name and title:
Brian Hundt, PE / Lead Civil Engineer	Sarah Parkins, AICP / Communications & Public Involvement Specialist
Office <i>: New Orleans, LA</i>	Office: Raleigh, NC
b. Position or assignment for this project:	b. Position or assignment for this project:
Infrastructure Assessment	Public Outreach Lead
c. Years of professional experience with this firm: 6.5 With other firms: 7	c. Years of professional experience with this firm: 5.5 With other firms: 1
 d. Education:	 d. Education:
Degree / Year / Specialization BS / 2009 / Civil Engineering – Louisiana State University	Degree / Year / Specialization MS / 2018 / City and Regional Planning – University of North Carolina at Chapel Hill
 e. Active registration or applicable certifications:	 e. Active registration or applicable certifications:
State / Discipline / License number / First year registered Professional Engineer: Louisiana / (PE0039459) / 2015 Project Management Professional (2701475) Traffic Control Supervisor & Traffic Control Technician, LA Specific	State / Discipline / License number / First year registered American Institute of Certified Planners / No. 32276 / 2020
 f. Experience and qualifications relevant to this project: Brian Hundt has over 13 years of experience as a Civil Engineer on numerous projects such as roadway design, waterline replacement, drainage design, construction administration, and inspection. Throughout his professional career, Brian has worked closely with Jefferson Parish, the Louisiana Department of Transportation, New Orleans Sewerage and Water Board, City of New Orleans Department of Public Works, and St. Charles Parish. Amtrak Americans with Disabilities Act Stations Program (ADASP), Platform Upgrades, Nationwide (Civil Engineer) Port of South Louisiana, Program Management, Board of Commissioners Port of South Louisiana, St. Charles, St. James and St. John Parishes, LA (Civil Engineer) Bonnabel Boulevard Roadway Improvements (Metairie Rd. to I-10), Jefferson, LA (Civil Engineer) Jefferson Parish Submerged Roads Program, Council Districts 1, 2, & 5, Jefferson Parish, LA (Civil Engineer) Texas High Speed Rail, Dallas, TX (Civil Engineer) St. Bernard Group A, Roadway Reconstruction, New Orleans, LA (Civil Engineer) First St. Wharf Deck Replacement – Phase 2, New Orleans, LA (Civil Engineer) 	 f. Experience and qualifications relevant to this project: Sarah is a communications and public involvement specialist with a background in transportation planning. She is skilled in managing tasks and developing communication strategies for a wide range of projects and is passionate about exploring unique and engaging ways to develop solutions to complex problems. In her work in the planning and construction field, Sarah focuses on innovative ways to conduct community engagement and has produced research on best practices for online engagement tools. She has experience developing surveys using online software, creating social media content, designing project websites, and organizing stakeholder and public meetings. Sarah is also proficient in the Adobe Creative Suite and ArcGIS, enabling her to visualize spatial data and create materials to represent various project elements. Durham Multimodal Grants Administration & Assistance, Durham, NC (Communications Lead) Transit System Study, Broward County, Florida: FDOT, 2020 Continuous Services Contract for Planning, Districtwide, FL (Public Engagement/Communications Specialist) Wake BRT Extension and Alternatives Analysis, Wake County, NC(Communications Specialist) FDOT, SunRail Transition Study, Seminole County, FL (Communications Specialist) MARTA Planning and Technical Services, Atlanta, GA (Public Engagement Lead) PANYNJ, Bus Terminal Replacement, New York, NY (Communications Specialist)

a. Name and title:	a. Name and title:
Joy Thompson, PMP / Rail Systems Project Manager	Guy Blanchard / Vice President, Architectural Historian
Office <i>: Atlanta, GA</i>	Office: <i>Eliot, ME</i>
b. Position or assignment for this project:	b. Position or assignment for this project:
Safety & Security Lead	Historical Preservation/Section 106 Expert
c. Years of professional experience with this firm: 4 With other firms: 34	c. Years of professional experience with this firm: 5.5 With other firms: 6.5
 d. Education:	 d. Education:
Degree / Year / Specialization MBA / 1982 / Business Administration – Anna Maria College BS / 1975 / Human Service – Fitchburg State College	Degree / Year / Specialization MS / 2018 / City and Regional Planning – University of North Carolina at Chapel Hill
 e. Active registration or applicable certifications:	 e. Active registration or applicable certifications:
State / Discipline / License number / First year registered Project Management Professional / (No. 2701475) CERT, Administration & Management, Harvard University, 1998	State / Discipline / License number / First year registered American Institute of Certified Planners / No. 32276 / 2020
 f. Experience and qualifications relevant to this project: Joy brings nearly 40 years of experience specializing in all aspects of operation and technology management. Joy's work in transportation engineering and management involves successfully managing strategic alliances, system engineering, product management, program management, strategic planning, and implementation across multidisciplinary organizations, cultures, and countries. She is also experienced in implementing standards in design for the National Fire Protection Association 52, 70, 72, 101A, 110, 111, 130, 271, and 502. MARTA, Public Transportation Agency Safety Plan, Atlanta, GA (Operations & Maintenance (Operations/Systems Task Manager) MARTA, On-Call for Systems Engineering, Atlanta, Georgia Massachusetts Bay Transportation Authority, Commuter Rail Safety and Resiliency Program, Boston, Massachusetts (Safety/Security Task Manager) WMATA, 2022 On-Call Planning Support, Washington, DC (Task Manager) MTA, On-Call Quality Assurance and Quality Control Program, Baltimore, MD (Operations/Systems Task Manager) MTA, Communications and Security Systems Engineering Services, Baltimore, MD (Operations/Systems Task Manager) 	 f. Experience and qualifications relevant to this project: Guy is an architectural historian and attorney experienced in all phases of the National Historic Preservation Act's Section 106 review process in 36 Code of Federal Regulations Part 800. Guy maintains a thorough understanding of Section 106 legal application and interpretation, including extensive use of the Advisory Council on Historic Preservation's "Program Comment to Exempt Consideration of Effects to Rail Properties within Rail Right-of-Way." As an architectural historian, Guy's experience includes conducting architectural surveys, completing determinations of eligibility, and assessing effects as part of Section 106 for various clients. He has experience working across the country on a variety of historic property types and completing documentation including National Register of Historic Places nominations, Historic American Buildings Survey/Historic American Engineering Record/Historic American Landscape Survey recordation, historic contexts, interpretive displays, and survey reports. His skills include historic preservation planning, legal research and writing, and archival research. MARTA Planning and Technical Services, Atlanta, GA (Historian) GDOT, Signal and ITS On-Call Design Region 1, Atlanta, GA (Historian) VDOT, 2021 General Engineering Consultant Contract, Fairfax, VA (Historian)

15. List work by firm's personnel me	mbers to be assigned to this project which	n best illustrates current qualifications relevan	t to this project (limit 15 projects).
	∂ 1 J		

-	-					
a. Project name, location, and owner's name	b. Reference contact name, telephone number, and e-mail	c. Project description	d. Nature of firm's responsibilities	e. Completion date (actual or estimate)	f. Estima (000 Entire project	
Transit Center Study		The New Orleans Regional Transit Authority (RTA) engaged WSP to conduct an	Prime –	February	\$500.0	\$250.0
New Orleans, LA		alternative analysis of sites and conceptual designs for a downtown transit center to provide a central location for transfers between buses and allow for convenient transfers	Alternative Analysis and	2020 (actual)		
New Orleans Regional Transit Authority		between buses and streetcars. GCR, Inc, Manning Architects, N-Y Associates, and In the Event were major planning, architectural, environmental, and outreach subcontractors.	Conceptual Design	(actual)		
		RTA has gradually rebounded from the devastation caused by Hurricane Katrina, and new streetcar lines have since been built or are under construction. Although the bus system remains smaller than in its pre-Kartrina state, routes and frequency have been gradually reinstated. The network structure focuses service on the Central Business District, which serves as the transfer point for nearly all RTA routes. Alignments and stops are located throughout downtown, and the lack of a central transfer facility has been identified as a major Environmental Justice issue, significant inconvenience and even hardship for many customers given lengthy walking distances and the climate, and a major capital need for RTA.				
		WSP organized a steering committee and undertook an outreach approach that included a rider's workshop committee, public meetings, funding and regulatory agency representatives, the downtown business community, and stakeholder involvement. Development of a series of goals and objectives was followed by the establishment of evaluation criteria.				
		The study was organized into a two-tier process. Over ten initial sites were identified. A detailed demographic, employment and ridership profile was developed to determine employment destinations, bus stop on-off activity, transfer patterns, and walking distance between major transfer points. Sketch designs and routing plans were developed for each. Using the evaluation criteria and through the public involvement process, the number of alternatives were narrowed down to four Tier 2 sites. Additional design, routing and scheduling scenarios were developed.				
		Downtown New Orleans is rapidly redeveloping, and few open sites remain for potential use as a transit facility. Environmental issues including historic properties and viewsheds were also significant considerations. The Tier 2 alternatives had sufficient capacity for current and projected service expansion and take advantage of underutilized medians ("neutral grounds") or are a combination of on street and off-street stops and amenities. The city's major streetcar spine is located on Canal Street, which also strongly impacted consideration of site alternatives.				
		Mid-stream during the study process, the City of New Orleans asked RTA to consider two additional sites located on the periphery of downtown, with the intent to use surplus priority and potentially serve a new bio-medical complex north of downtown. Project activities were adjusted to accommodate the City's request while maintaining the integrity of the alternatives analysis and outreach program. The Alternatives Analysis completed in February 2020.				

ADA Accessible Bus Stop Design Services Baton Rouge, LA Capital Area Transit System (CATS)	Cheri Soileau, Director of Planning and Program Development 225-389-8928 <u>csoileau@brcats.com</u>	Initiating the ADA Accessible Bus Stop Design Services for the Baton Rouge Capital Area Transit System (CATS), this project involves a comprehensive review of GIS Bus Stop Survey information to identify design templates necessary for ADA-compliant concrete pads at CATS bus stops. The aim is to create approximately six to ten template designs accommodating various scenarios, such as stops with no sidewalk or partial sidewalk, curb cut considerations, and those situated on corners. These designs must adhere to local, state, and federal regulations, ensuring firm and stable surfaces, specific dimensions, and controlled slopes in alignment with 36 C.F.R. standards. The project extends to potential adjustments based on state and local regulatory requirements and permit approvals. Responsibilities include generating detailed drawings for the specified ADA Accessible Bus Stop concrete pad designs. This involves addressing design parameters, such as surface stability, dimensions, and slope restrictions. If required, adjustments will be made to templates to meet state and local regulatory standards. Furthermore, the role encompasses interpreting drawings for construction contractors, providing technical information, and assisting CATS in resolving any design-related issues that may arise during the construction phase. It's essential to ensure that the designs are not only compliant but also feasible for contractors to implement across various locations in the city, considering the absence of a specific land survey. All work will be conducted within the city-parish or state right-of-way (ROW), with the GIS database facilitating ROW analysis for current stops, and no additional ROW purchase by CATS.	Prime	TBD	\$57.0	\$54.15
Florida Boulevard Route Restoration Project Baton Rouge, LA Capital Area Transit System (CATS)	Cheri Soileau, Director of Planning and Program Development 225-389-8928 <u>csoileau@brcats.com</u>	 WSP is currently leading the evaluation and enhancement of transit services along the Florida Boulevard corridor, the busiest route in the Capital Area Transit System (CATS). This initiative, funded through a Route Restoration grant from the Federal Transit Administration (FTA), focuses on the stretch from 22nd Street to Airline Highway, with potential expansion to the parish line. The study explores options such as Bus Rapid Transit (BRT), enhanced local or express bus modes, prioritizing creative and innovative solutions aligned with the needs of residents and commercial activities. Special attention is given to the area surrounding the former Cortana Mall, now an Amazon distribution facility, anticipating growth following its operational launch in Spring 2024. The project, approved in August 2023, is ongoing and is expected to conclude within 12-16 months. In this role, key responsibilities include assessing existing conditions, analyzing current and future projects along the corridor, determining optimal service delivery, and engaging stakeholders. This involves considering ridership projections, potential station/stop locations, and conducting traffic operations analysis. Collaboration with community members, the general public, and relevant agencies is a central aspect, fostering a comprehensive understanding of the corridor's dynamics. Additionally, tasks encompass providing a financial overview and summarizing the recommended service. The culmination of these efforts will be presented in a comprehensive final report, contributing to the continued improvement and optimization of transit services in the Florida Boulevard corridor. 	Prime	December 2024 (estimate)	\$515.0	\$515.0

Areas of Persistent Poverty Baton Rouge, LA Capital Area Transit System (CATS)	Cheri Soileau, Director of Planning and Program Development 225-389-8928 <u>csoileau@brcats.com</u>	In response to the awarded Areas of Persistent Poverty (AoPP) grant, CATS requested assistance for the project as described in the grant. CATS wishes to evaluate the needs of the project area to be able to better plan for transit services and passenger amenities as well as identify opportunities that can be shared with the East Baton Rouge City-Parish Department of Public Works and Planning departments. CATS service area includes the cities of Baton Rouge and Baker. This service area contains a majority minority population. CATS has identified those areas that are underserved by transit and transportation, including infrastructure, transit services and other related areas.	Prime – Transit Data Review, Research, Public Involvement	September 2024 (estimate)	\$57.0	\$39.9
		 WSP is now providing technical assistance in; Data review and research existing conditions in the study area Public involvement and feedback Developing solutions to alleviate barriers to transit 				
		The study tasks identified in the scope include: Documenting existing conditions Developing a matrix of proposed solutions/further define ranked projects Community engagement plan/community engagement Branding Stakeholder engagement Public meetings Survey Project website materials Pop up events				
		The project goals as identified in the scope is as follows: "Based on US census data, 61% of the persons living within the BR CATS service area are minority. Over half of the census tracts (41 of 78) in the service area are designated as Areas of Persistent Poverty, showing three decades of poverty in these communities. Twenty-seven percent of the block groups have greater than 50% low-income households. The goals of the study are to:				
		 Identify barriers to transportation and transit access through focused public outreach Propose solutions to improve access to transportation and transit infrastructure and services Present proposed solutions to communities for further input Conclude the study with potential funding opportunities and timeframes to implement proposed solutions" 				

2018-2022 Amtrak ADA Improvements Nationwide Amtrak	ADA Stations Program Director, Lonnie Murray, 215-349-1233 Lonnie.Murray@Amtrak. com	Since 2018, WSP has served as Designer of Record for Amtrak's ADA Stations Program to provide design and construction phase services support for station upgrades. In this role WSP has provided upgrades to Amtrak stations nationwide to bring them into compliance with the Americans with Disabilities Act as it applies to public transportation facilities. With the design of 34 tasks at 29 stations in 16 states to date, the projects have required WSP's multidisciplinary teams to assess existing stations to determine non-compliance with ADA requirements, and to develop upgrades. The scopes of work have included the installation of new platforms, accessible ramps and stairs, accessible paths of travel from the public right of way to platforms, and accessibility upgrades to station buildings. Several stations have also included companion State of Good Repair (SOGR) projects addressed by the WSP team. Schedule milestones: Task order projects on this contract have a period of performance of 154-calendar days, on average, from Notice to Proceed through Issued for Bid (IFB) Submissions. The WSP team has delivered milestone submissions on time and within the period of performance for each of the 34 task orders completed to date. WSP has also performed additional work at various stations including, Fraser- Winter Park, CO; Norman, OK; Kankakee, IL; Portland, OR; DeLand, FL; South Bend, IN.	Prime - Designer of Record for Amtrak's ADA Stations Program to provide design and construction phase services support for station upgrades.	04/18 - 02/25 (expected to extend through construction phase services to 2028)	\$28,000.0	\$24,000.0
Cobb County Bicycle/Pedestrian Study Phase I (ADA Transition Plan) Cobb County, GA Cobb County Government/DOT	Cobb County DOT - Erica Parish, Director 770-528-1600 erica.parish@cobbcounty .org	WSP led this bike/ped safety study, attending road safety audits, documented existing conditions, coordinated Safe Routes to School, developed potential improvement alternatives to support bicycle and pedestrian safety and activity on identified roadways. WSP with sub-consultant who led the development of road safety audit reports. Overall project includes the development of an ADA transition plan, stakeholder interviews, collection and analysis of sidewalk data, and development of a GIS database of sidewalk assets. WSP was selected to provide planning services to the Cobb County Department of Transportation to expand and proactively update the Americans with Disabilities Transition Plan for Pedestrian Rights-of-Way and to conduct pedestrian focused roadway safety audits.	Prime - Collected and analyzed crash data; Conducted field-based road safety audits; Stakeholder engagement, collected and analyzed sidewalk inventory data	April 2019	\$424.0	\$166.0
General Planning Contract Atlanta, GA MARTA	Shelley Peart, ENV SP Assistant General Manager/ Planning & Project Development 404-848-4494 <u>speart@itsmarta.com</u>	Program of corridor and facilities projects - applying ADA standards across various facilities	Prime – Planning efforts for various corridor and facility projects	7/23 – 6/24	\$5,500.0	\$3,500.0

16. List all projects currently under contract or under contract negotiations that are being (or will be) performed by the firm's office as listed in item 3.

a. Project name, location, and owner's name	b. Nature of firm's responsibility	c. Indicate whether work	d. Percent	e. Estimated fees (000's)		
a. Troject name, location, and owner shame	o. Tradule of finit s responsionity	completed as prime, subconsultant or joint venture	complete	Total fee	Fee remaining	
ADA Accessible Bus Stop Design Services Baton Rouge, LA Capital Area Transit System (CATS)	WSP scope includes generating detailed drawings for the specified ADA Accessible Bus Stop concrete pad designs. This involves addressing design parameters, such as surface stability, dimensions, and slope restrictions. If required, adjustments will be made to templates to meet state and local regulatory standards. Furthermore, the role encompasses interpreting drawings for construction contractors, providing technical information, and assisting CATS in resolving any design-related issues that may arise during the construction phase.	Prime	5%	\$57.0	\$54.15	
Florida Boulevard Route Restoration Project Baton Rouge, LA Capital Area Transit System (CATS)	WSP is currently leading the evaluation and enhancement of transit services along the Florida Boulevard corridor, the busiest route in the Capital Area Transit System (CATS). This initiative, funded through a Route Restoration grant from the Federal Transit Administration (FTA), focuses on the stretch from 22nd Street to Airline Highway, with potential expansion to the parish line. The study explores options such as Bus Rapid Transit (BRT), enhanced local or express bus modes, prioritizing creative and innovative solutions aligned with the needs of residents and commercial activities.	Prime	1%	\$515.0	\$515.0	
Areas of Persistent Poverty Baton Rouge, LA Capital Area Transit System (CATS)	 Data review and research existing conditions in the study area Public involvement and feedback Developing solutions to alleviate barriers to transit 	Prime	30%	\$57.0	\$39.9	
Electrical & Mechanical Bridge On-Call, Statewide, LA LADOTD	Engineering services contract which supports efforts on mechanical and electrical services related to roadways, pump stations and other mechanical and electrical needs.	Prime	99%	\$1,100.0	\$60.0	

P3 Advisory Services On-Call WSP as the Technical Advisor to work s		Prime	77%	\$3,666.3	\$841.6
(Calcasieu Bridge Owners Verification)	by-side with LADOTD in its management of				
	the P3 procurement and upcoming				
	negotiation process. WSP is also providing				
	Level 2 Traffic and Revenue (T&R) Analysis				
	forecasts in support of the P3 procurement				
	process.				

17. Use this space to provide any additional information or description of resources supporting your firm's qualifications for the proposed project.

18. Ethics Questionnaire: If any owner, officer, or employee of respondent or any of the respondent's subcontractors (whether identified in the submittal or not) is currently an officer, employee, or board member of the City of New Orleans or of any of its departments, boards, or commissions, committees, authorities, agencies, public trusts, or public benefit corporations, please state the name or names of said owner, officer or employee, the relationship to respondent and/or respondent's subcontractor(s), the relationship with City board, agency, department, commission, authority, public trust, or public benefit corporation; if respondent or person(s) identified believe that the relationship is not or would not be a violation of applicable ethics laws, fully explain why not. If applicable, please complete ethics questionnaire on company letterhead attached to the back of this form. By signing below, you have completed the ethics questionnaire or you have not identified any ethics conflict at this time.

19. Pursuant to Louisiana Revised Statute 42:6.1, I hereby authorize the Regional Transit Authority to discuss the character and professional competence of this firm in Executive Session.

20. The forgoing is a statement of facts.

Signature:	Ano	Date:	January 17, 2024	
Typed Name:	Max Nassar	Title:	Managing Director	

PARTICIPANT INFORMATION FORM

All offerors are required to submit the information contained on this form. This information is a condition of submitting an offer to the RTA. Offerors must insure that **ALL** sub-contractors, sub-contractors or others at all tiers, which are proposed to be used or used under any agreement issued by RTA have submitted an executed copy of this form. RTA is required to maintain this information by the Federal Transit Administration and it is not subject to waiver.

Firm Name WSP USA INC.
Firm Address 1100 POYDRAS ST, STE 1175, NEW ORLEANS, LA 70163
Telephone Number (225) 218-3584
Fax Number (504) 522-7764
E-Mail Address Max.Nassar@wsp.com
Firm's status as Disadvantaged Business Enterprise (DBE) or Non-DBE
Age of the firm90 YEARS
Annual gross receipts of the firm _2,090,858,000_
Prime or Sub-Contractor PRIME
NAICS code (s) 485111, 926120, 925120, 541330, 541310, 541620, 541611
I certify to the best of my knowledge that the above information is true and correct:
Signature SR VICE President
Date
RTA Project No. 2023-024

FAILURE TO PROVIDE AN EXECUTED COPY OF THIS FORM AS STIPULATED HEREIN MAY PRECLUDE YOUR OFFER FROM CONSIDERATION FOR AWARD.

deliver all services as specified herein in accordance with conditions of said accepted proposal and this Request for Proposals, as negotiated.

1.12 EVALUATION OF PROPOSALS

The evaluation criteria are provided in this Request for Proposals. The proposer receiving the highest point total during the evaluation phase of the selection process may be called in for negotiations. The contract will be awarded based on the Best Value to the RTA. RTA shall have the right to conduct any reviews it deems necessary and audit the business records of any and all proposers to determine the fairness and reasonableness of the offer. RTA reserves the right to award this contract without conducting negotiations.

1.13 AWARD PROCEDURE

Within a reasonable time after the proposal receipt deadline, the RTA will transmit the contract documents to the Contractor. The contract documents will, at a minimum, consist of this Request for Proposals and any addenda thereto, the Contractor's proposal, RTA's standard contract provisions and provisions required by FTA.

1.14 OFFERS

Each proposal submitted shall include all labor, materials, tools, equipment, and other costs necessary to fully complete the scope of services pursuant to the specifications provided herein. Any omissions derived from such specifications which are clearly necessary for the completion of the work specified herein shall be considered a portion of this Request for Proposals.

1.15 ADDENDA

Proposers shall acknowledge receipt of all addenda to this Request for Proposals. Acknowledged receipt of each addendum shall be clearly established and included with each proposal. The undersigned acknowledges receipt of the following addenda.

Addendum No	1	, dated	11/28/2023	19
Addendum No	2	, dated	1/3/2024	÷.
Addendum No	3	, dated	1/4/2024	1¢

WSP USA

Company Name 111 Company Representative

Universal Accessibility Study RFP 2023-024

	CERTIFICATION OF RESTRICTIONS ON LOBBYING	
<u>I,</u>	MAX NASSAR SE VICE President hereby certify on	1
	(Name and Title of Offeror Official)	
behalf of	WSP USA INC. that	:

(Name of Offeror)

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influenced an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

	Executed this <u>26th</u> day <u>December</u> , <u>2023</u> .
	BY MAX NASSAR
1	Witnesses: All Authorized Official)
	SR. Vice President
	(Title of Authorized Official)
	Sworn to and subscribed before me on this <u>26</u> day of <u>December</u> , <u>2023</u> .
	Notary Public In and For Ascension Parish/County
Sta	te of Louisiana
E	mily Skaikay Notary Public State of Louisiana Ascension Parish Notary ID # 162622

My Commission Is for Life

NON-COLLUSION AFFIDAVIT

	STATE OF	LOUISI	ANA	
	· · · · · ·	orleans	•	
MAX	NASSAR			

- (1) He is (Owner) (Partner) (Officer) (Representative) or (Agent), of <u>WSP USA INC.</u>, the Contractor that has submitted the attached bid;
- (2) Such Bid is genuine and is not a collusive or sham Bid.
- (3) The attached bid is not made in the interest of or on behalf of any undisclosed person, partnership, company association, organization or corporation; that such bid is genuine and not collusive or sham; that said bidder has not, directly or indirectly, induced or solicited any other bidder to put in a false or sham bid, and has not, directly or indirectly colluded, conspired connived or agreed with any bidder or anyone else to put on a sham bid, or refrain from bidding; that said bidder has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix the bid price of said bidder or any other bidder, or to fix any overhead, profit, or cost element of such bid price or that of any other bidder, or to secure any advantage against RTA or anyone interested in the proposed contract; that all statements contained in such bid are true; that said bidder has not, directly or indirectly, submitted his bid price or any breakdown thereof or the contents thereof, or divulged information or data relative thereto, or paid or agreed to pay, directly or indirectly, any money or other valuable consideration for assistance or aid rendered or to be rendered in procuring or attempting to procure the contract above referred to, to any corporation, partnership, company, association, organization or to any member or agent thereof, or to any other individual; and further that said bidder will not pay or agree to pay directly or indirectly, any money or other valuable consideration to any corporation, partnership, company, association, organization or to any member or agent thereof, or to any individual for aid or assistance in securing contract above referred to in the event the same is awarded to said bid

SR. Vice President Title:

being first duly sworn, deposes and says that:

Sworn to me and subscribed in my presence this 210th day of December, A.D., 2023

Emily Sko



CERTIFICATION ON PRIMARY PARTICIPANT REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The Primary Participant (Potential Contractor for a major third party contract), certifies to the best of its knowledge and belief, that it and its principles:

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or agency;
- 2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, State, or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- 3. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
- 4. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(If the primary participant is unable to certify to any of the statements I this certification, the participants shall attach an explanation to this certification.)

THE PRIMARY PARTICIPANT, (POTENTIAL CONTRACTOR FOR A MAJOR THIRD PARTY CONTRACT, CERTIFIES OR AFFIRMS THAT TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 31 U.S.C. SECTION 3801 ET SEQ ARE APPLICABLE HERETO.

WSP USA INC.	
1100 POYDRAS ST, STE 1175, NEW OF	LEANS, LA 70163
ec 26,2023	
ALAS	
A Offeror's Authorized Representative	
	1100 POYDRAS ST, STE 1175, NEW OR ec 26,2023

CERTIFICATION REGARDING DEBARMENT SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTION

1. The prospective lower tier participant certifies, by submission of this offer, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participants shall attach an explanation to this offer.

3. The Lower-Tier participant (Potential Contractor under a major Third Party Contract), certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this certification and understands that the provisions of 31 U.S.C., 3801 ET SEQ are applicable thereto.

COMPANY WSP USA INC.

ADDRESS 1100 POYDRAS ST, STE 1175, NEW ORLEANS, LA 70163

DATE Dec. 26,2013

feror's Authorized Representative



RESPONDENTS TO RFPS AND RFQS: This completed form must be furnished with your proposal. You must complete every section of the form or your proposal will be deemed non-responsive. If a section is not applicable to your proposal, you must explain why it is not applicable or your proposal will be deemed non-responsive. You must submit your response on the DBE Responsiveness Form 4 or your proposal will be deemed non-responsive. You may use additional pages as warranted.

RFP/RFQ/Solicitation #:	2023-024	Date: 01 / 17 / 24
The Devis		

Description: The Regional Transit Authority (RTA) is seeking firms to provide a universal study per specifications in RFP 2023-024.

Name of Respondent: WSP USA Inc.

Please check the appropriate space:

- X The proposer is committed to the contract goal of <u>33.92</u> % DBE utilization on this contract. (If selected, you must complete and submit DBE Compliance Form 1 and 2 in order to be awarded a contract.)
- The proposer is unable to meet the DBE contract goal, however is committed to a minimum of _____% DBE utilization on this contract and will submit documentation demonstrating good faith efforts. (If selected, you must complete and submit DBE Compliance Form-2 if applicable along with all required supporting documentation in order to be awarded a contract.)

SECTION I - DBE COMMITTEMENT TO CONTRACT GOAL: You must list all DBE firms that you have identified to participate on the contract. PLEASE NOTE: Every DBE firm listed MUST be utilized on the project. To remove and/or replace a DBE firm you must submit a request for removal and substitution and you must receive approval from the DBELO to remove and/or replace the firm.

DBE FIRM & NAME of DBE	PHONE	SOURCE OF CERTIFICATION (SLDBE or LAUCP)	SCOPE OF WORK TO BE PERFORMED BY THE DBE	VALUE of PROPOSED CONTRACT with DBE (If Known)		ESTIMATED % OF TOTAL CONTRACT	
1. Villavaso Group LLC	504-905-2892	LAUCP	Industry Best Practices for Accessibility; Outreach; Coordinate Accessibility Advisory Committee; Gap Analysis	\$ 66,	525	26	%
2. The Hawthorne Agency, Inc	504-488-6100	LAUCP	Outreach; Intergovernmental Coordination	\$ 51,	090	20	%
3.				\$			%
4.	1983 - 198 3 (%			\$			%
5.				\$			%
6.				\$			%
7.				\$			%
8.				\$			%
TOTALS				\$ 117	7,615	46	%



SECTION II - DBE AFFIRMATIONS: For the DBE firms listed above, please provide the name and signature of the firm's authorized representative.

NAME OF DBE FIRM	PRINT NAME OF DBE FIRM'S AUTHORIZED REPRESENTATIVE	SIGNATURE OF DBE FIRM'S AUTHORIZED REPRESENTATIVE	DATE
Villavaso Group LLC	Corinne Villavaso	Aprilia la alla	01-17-2024
The Hawthorne Agency, Inc.	Geneva Coleman	Dimere W Den-	01-17-2024

SECTION III - SPECIFIC PORTIONS OF WORK IDENTIFIED FOR DBE SUBCONTRACTOR: If you have not identified DBE firms for attainment of the DBE goal and have not listed a commitment to specific DBE firms for participation in Section I that equals the total contract goal for this project, you must list all selected scopes or portions of work that you identified to be performed by DBE(s) and the estimated percentage value of each scope of work identified in order to increase the likelihood of meeting the contract goal for this project.

SCOPE OR PORTIONS OF WORK IDENTIFIED FOR DBE PARTICIPATION	ESTIMATED % OF CONTRACT VALUE
1. N/A	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
TOTAL	



<u>SECTION IV - PAST PERFORMANCE</u>: You must provide details of you firm's past performance in compliance with DBE goals.

AGENCY NAME	PROJECT NAME	COMPLETION DATE	DBE PARTICIPATION ACHIEVED	DBE OFFICE VERIFICATION
				and the second
				and the second states of the

SECTION V - OTHER: If you have not identified DBE firms for attainment of the DBE goals and have not listed commitments to specific DBE firms for participation in Section I that equals the total contract goal for this project, you must provide narrative details of any other efforts your firm will conduct to attain the DBE goal.

PARTICIPANT INFORMATION FORM

All offerors are required to submit the information contained on this form. This information is a condition of submitting an offer to the RTA. Offerors must insure that **ALL** sub-contractors, sub-contractors or others at all tiers, which are proposed to be used or used under any agreement issued by RTA have submitted an executed copy of this form. RTA is required to maintain this information by the Federal Transit Administration and it is not subject to waiver.

Firm Name Geneva W. Coleman
Firm Address615 Baronne St., Ste. 200, New Orleans, LA 70113
Telephone Number
Fax Number504-488-6175
E-Mail Address gcoleman@hawthorneagency.com
Firm's status as Disadvantaged Business Enterprise (DBE) or Non- DBE
Age of the firm34 years
Annual gross receipts of the firm \$299,879
Prime or Sub-Contractor Sub-Contractor
NAICS code (s) 541613, 541820
I certify to the best of my knowledge that the above information is true and correct:
Signature
President Date 1/12/24
RTA Project No. RFP 2023-024

FAILURE TO PROVIDE AN EXECUTED COPY OF THIS FORM AS STIPULATED HEREIN MAY PRECLUDE YOUR OFFER FROM CONSIDERATION FOR AWARD.

Instructions: The prime, each subconsultant, and any other tier subconsultant must submit a fully completed Contractor Questionnaire form. All items requested on the form are required, if an item is not applicable, respondents are instructed to enter N/A. Each prime firm participating as a joint venture should complete a separate Contractor Questionnaire form and indicate on the form in item 10 that the response is a joint venture.

Regional Transit Authority Service Provider QuestionnaireImage: service	 Project name, project number and date of submittal: Regional Transit Authority Universal Study RFP No. #2023-024 Date: 1/17/24 	2. Official name of firm, indicate if prime or subconsultant:The Hawthorne Agency, Inc.	 3. Address of office to perform work: 615 Baronne St., Ste. 200 New Orleans, LA 70113
4. Name of parent company, if any:N/A	 Location of headquarters (city): New Orleans 	 6. Name, title, and telephone number of principal contact: Geneva W. Coleman President 504-488-6100 	 7. Name, title, and telephone number of project manager: Geneva W. Coleman President 504-488-6100
 8. Specify Type of Ownership: ✓ Private corporation Public corporation Proprietorship Partnership 	 9. Indicate Special Status: ✓ Small business ✓ Minority-owned business ✓ Woman-owned business 	 10. Indicate certifications held regarding special status: ✓ SBA certified ✓ SLDBE certified ✓ LAUCP certified 	 11. Is this submittal a joint venture (JV)? Yes ✓No If so, has the JV worked together before? N/A Yes No
12. List full-time personnel by primary functi # Function (e.g. civil engineer) 1 Community Outreach Manager 1 Community Outreach Coord. 1 Graphics/Clerical Asst.	I on. Count each only once. If all personne	el are not stationed in office as listed in item 3, i	Indicate in-office personnel separately, e.g. "5/1".

13. List all outside subcontractors or subconsultants you intend to employ for this project.

a. Name and address of subconsultant or subcontractor	b. Specific work to be performed on this project	c. Worked with prime firm before?
N/A		

14. Brief resumes of key persons anticipated for this project (clearly identify if alternate office location if different than listed in item 3).

a. Name and title: Geneva W. Coleman, President	a. Name and title: Karimah Stewart, Public Relations Manager
b. Position or assignment for this project: Community Outreach Manager	b. Position or assignment for this project: Community Outreach Coordinator
c. Years of professional experience with this firm: 34 With other firms: 0	c. Years of professional experience with this firm: 22 With other firms: 0
d. Education: Degree / Year / Specialization	d. Education: Degree / Year / Specialization
B.S. / 1982 / Mass Communications Associates / 1975 / Business Administration	B.A. / 2001 / Mass Communications
e. Active registration or applicable certifications: State / Discipline / License number / First year registered	e. Active registration or applicable certifications: State / Discipline / License number / First year registered
N/A	N/A
f. Experience and qualifications relevant to this project:	f. Experience and qualifications relevant to this project:
Geneva W. Coleman, founder and president of The Hawthorne Agency, Inc., brings a wealth of experience and insight to community outreach initiatives, allowing her to quickly identify the strategies that fit best. With over three decades of expertise as a public relations and communications consultant, Mrs. Coleman specializes in strategic communications planning for community outreach and engagement programs. She has worked with numerous local and state agencies including the New Orleans Regional Transit Authority, City of New Orleans, Sewerage and Water Board of New Orleans, the Regional Planning Commission, and the Louisiana Department of Transportation and Development, providing outreach services for major environmental studies and infrastructure projects.	Since 2001, in her role as public relations manager at The Hawthorne Agency, Inc., Karimah Stewart has efficiently developed, implemented, and maintained effective community outreach and engagement programs using innovative methodologies and techniques. Skillful strategic communications planning is at the core of her service delivery, as she accurately organizes and coordinates all aspects of The Hawthorne Agency's outreach programs, including quality assurance/quality control measures to make certain that every task is carried out in accordance with project deadlines. Ms. Stewart acts as a liaison between project managers and corresponding publics. Using a unique hands-on approach, she communicates directly with the target audience to determine and assess potential issues that may arise during a project's course. She is also responsible for the coordination of public meetings, special events, and media relations. In a detail-oriented manner, she diligently ensures that necessary tasks are successfully implemented to maximize equitable dissemination of information for all projects.

14. Brief resumes of key persons anticipated for this project (clearly identify if alternate office location if different than listed in item 3).

a.	Name and title: Paris Jackson
b.	Position or assignment for this project: Graphics/Clerical Assistant
c.	Years of professional experience with this firm: 7 With other firms: 0
d.	Education: Degree / Year / Specialization
B. A	A. / 2016 / Graphic Design
e. N/4	Active registration or applicable certifications: State / Discipline / License number / First year registered A
f.	Experience and qualifications relevant to this project:
gra neo Ms we	ris Jackson joined The Hawthorne Agency in 2016 and serves as aphics/clerical assistant. Her role is fundamental in carrying forth tasks cessary for the proper execution of all communications and outreach efforts. s. Jackson is proficient in electronic research, data gathering/maintenance, as ell as graphic design. She capably performs these tasks and provides graphics d clerical support in assistance to senior staff for multiple projects.

a. Project name, location, and	b. Reference contact name, telephone number, and e-mail c. Project description	d. Nature of firm's responsibilities	e. Completion	f. Estimated fee (000's)		
owner's name	telephone number, and e-mail		a. Future of finit s responsionnes	date (actual or estimate)	Entire project	Firm's work
Active Transportation Improvements – New Orleans East I-10 Service Roads Land Use and Transportation Corridor Analysis Stage "0" Feasibility Study / State Project No. H.972462.1 / RPC Task No. A-1.23 / New Orleans, LA / New Orleans Regional Planning Commission / City of New Orleans	Karen Parsons, Project Manager / RPC/ 504-483-8500 / kparsons@norpc.org	The Regional Planning Commission, in cooperation with the City of New Orleans is developing a Stage 0 Feasibility Study that will identify alternatives for the creation of shared-use biking and walking facilities on or adjacent to the north and south I-10 service roads in New Orleans East. The City and RPC have prioritized improving safe and connected network facilities for non- motorized travelers, particularly in communities that are economically disadvantaged and/or experience a disproportionate number of crashes and resultant fatalities or injuries for people walking and biking.	The Hawthorne Agency, Inc., in conjunction with HNTB Corporation, proficiently conducted public involvement planning and implementation in adherence with RPC's Title VI Program. With a thorough understanding of the vast project corridor and its demography, our team gave special attention to creating key messages and interactive project materials that engaged the impacted community and encouraged their participation with the study. THA's fundamental tasks also included: identifying and coordinating with stakeholders, organizing elected official briefings and community meetings, as well as strategically disseminating community meeting notices via doorhangers, flyers, and signage within the project corridor.	07/23	\$145	\$28
Southeast Louisiana Urban Flood Control Program (SELA) / New Orleans, LA / Sewerage and Water Board of New Orleans	Ron Spooner, Project Manager / SWBNO / 504-865-0410 / rspooner@swbno.org	This project is a cooperation agreement between the US Army Corps of Engineers and the Sewerage and Water Board of New Orleans to reduce flood damages in New Orleans and surrounding parishes through the construction of new pumping stations and increased capacity drainage canals.	THA provides public information/outreach services that are target specific in design to create the most viable approach to meet the communications needs of residents and business owners in neighborhoods impacted by SELA Orleans projects. This includes: maintaining a project information line; providing claims assistance; coordinating neighborhood information meetings, including engaging civic, community, political, public, and business stakeholders (with meetings seeing up to 150 participants); graphic design of informational materials; and website development/maintenance.	Unknown	Unknown	Ongoing

15. List work by firm's personnel members to be assigned to this project which best illustrates current qualifications relevant to this project (limit 15 projects).

Project Development Services for Rampart/St. Claude Streetcar Extensions / RTA RFQ #2017-001 / New Orleans, LA / New Orleans Regional Transit Authority	Arionne Edwards, NORTA / 504-827-8309 / aedwards@rtaforward.org	The New Orleans Regional Transit Authority proposed to advance two 0.6-mile double track streetcar extensions along St. Claude Ave. and Elysian Fields Ave. for which a thorough environmental review process was conducted.	As a sub-consultant to HDR, Inc., The Hawthorne Agency, Inc. provided outreach services to involve the public in the decision-making processes related to the streetcar extension project in ways that were meaningful, transparent, and in accordance with National Environmental Policy Act, Federal Highway Administration, and New Orleans Regional Transit Authority guidelines. Primary responsibilities included: public and stakeholder involvement planning, stakeholder, identification/coordination, project mailing list creation/maintenance, managing public meeting logistics, conducting media relations, comment gathering, and production of public meeting summaries.	08/18	\$800	\$45
New Orleans Rail Gateway Program / State Project No. H.005168 / Legacy State Project No. 700-92-0021) / Orleans and Jefferson Parishes, LA / Louisiana Department of Transportation and Development	Dean Goodell, Project Manager / DOTD / 225-379-1232 / dean.goodell@la.gov	The Louisiana Department of Transportation and Development and the Federal Railroad Administration, in coordination with the New Orleans Regional Planning Commission and the railroads operating in the New Orleans metropolitan area are preparing an Environmental Assessment as part of the New Orleans Rail Gateway Program for the Jefferson Highway Rail Relocation project. This project involves improvements to the at- grade highway-rail crossings located along Jefferson Highway (US 90) in Jefferson Parish, between Ochsner Health Foundation Hospital and Monticello Avenue.	The Hawthorne Agency, Inc. is executing strategic public outreach and involvement tasks to make certain the community is educated about the study and provided opportunities for meaningful participation. From designing and disseminating informational program newsletters, to facilitating agency, elected official, and public open house meetings, THA is assisting the team in effectively carrying forth integral outreach tasks in accordance with National Environmental Policy Act guidelines.	Ongoing	\$203	\$82

/ City of New Orleans identify improvements from Behrman Ave. to Woodland Dr. that would promote a Complete Streets enhancement of the corridor. In coordinating community condition initiative, The Hawthorme Agency, as a sub- consultant to HNTB Corp., implemented various communications strategies to receive public input regarding the re-configuration of General Meyer Avenue into a safer and more pedestrian and bicycle friendly corridor. Setting forth creative methodologies to urge the community participation and document their ideas and concerns about specific transportation and mobility needs along the General Meyer Corridor were at the core of the outreach plan. indexing yaits of the concerns raised by the community for further evaluation and document their ideas and concerns about specific transportation and mobility needs along the General Meyer Corridor were at the core of the outreach plan. indexing yaits of the concerns raised public meeting was attended by nearly 100 members of the community who were introduced to the community who were introduced to the community who were introduced to the community of further evaluations.	Task A-2.19 / SPN H.972 Orleans, LA Regional Pla	Treets Study / (RPC OGM; FY-19UPWP 2314.1) / New A / New Orleans anning Commission	Karen Parsons, Project Manager / RPC / 504-483-8500 / kparsons@norpc.org	Behrman Ave. to Woodland Dr. that would promote a Complete Streets enhancement of the corridor. In coordinating community engagement and outreach efforts for this initiative, The Hawthorne Agency, as a sub- consultant to HNTB Corp., implemented various communications strategies to receive public input regarding the re-configuration of General Meyer Avenue into a safer and more pedestrian and bicycle friendly corridor. Setting forth creative methodologies to urge the community's participation and document their ideas and concerns about specific transportation and mobility needs along the General Meyer Corridor were at the core of	community for further evaluation and design consideration. The initial public meeting was attended by nearly 100 members of the community who were introduced to the complete streets concept through use of interactive outreach tools. The attendees provided informed feedback to the project team, which	06/19	\$100	\$17
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16. List all projects currently under contract or under contract negotiations that are being (or will be) performed by the firm's office as listed in item 3.

a. Project name, location, and owner's name	b. Nature of firm's responsibility	c. Indicate whether work	d. Percent		nated fees 00's)
a. Troject name, totation, and owner 5 name	o. Padare of film s responsionity	completed as prime, subconsultant or joint venture	complete	Total fee	Fee remaining
New Orleans Rail Gateway Program / Jefferson Highway Rail Relocation Project / State Project No. H.005168 / Orleans and Jefferson Parishes, LA / DOTD	Community Outreach and Engagement	Subconsultant	70.88%	\$65	\$19

New Orleans Rail Gateway Program / Avondale Planning and Environmental Linkages Study / Jefferson Parish, LA / State Project No. H.005168.2 / Orleans and Jefferson Parishes, LA / DOTD	Community Outreach and Engagement	Subconsultant	51.56%	\$82	\$40
Southeast Louisiana Urban Flood Control Program	Community Outreach and Engagement	Subconsultant	N/A	Ongoing	N/A

17. Use this space to provide any additional information or description of resources supporting your firm's qualifications for the proposed project.



The Hawthorne Agency, Inc. (THA) is a small, woman-owned Disadvantaged Business Enterprise specializing in community outreach and engagement. For over 30 years, our company's focus has been raising public awareness, educating stakeholders and fostering public inclusion on multiple projects for the clients we serve. Our staff of communications professionals has worked extensively on environmental studies, transportation improvement, and infrastructure projects that have led to a viable, professional relationship with the New Orleans Regional Transit Authority for many years. As a local firm, we possess valuable insight into Louisiana's communities and know how to employ targeted communications strategies that meet project objectives. Our team's expertise is beneficial to proficient stakeholder coordination, including with elected officials, local leaders, and organization representatives. It is our intent, as an intergral part of the WSP team, to provide effective community outreach and engagement services to facilitate this study's goals. It would be our pleasure to assist the New Orleans Regional Transit Authority in this important endeavor.

^{18.} Ethics Questionnaire: If any owner, officer, or employee of respondent or any of the respondent's subcontractors (whether identified in the submittal or not) is currently an officer, employee, or board member of the City of New Orleans or of any of its departments, boards, or commissions, committees, authorities, agencies, public trusts, or public benefit corporations, please state the name or names of said owner, officer or employee, the relationship to respondent and/or respondent's subcontractor(s), the relationship with City board, agency, department, commission, authority, public trust, or public benefit corporation; if respondent or person(s) identified believe that the relationship is not or would

not be a violation of applicable ethics laws, fully explain why not. If applicable, please complete ethics questionnaire on company letterhead attached to the back of this form. By signing below, you have completed the ethics questionnaire or you have not identified any ethics conflict at this time.

19. Pursuant to Louisiana Revised Statute 42:6.1, I hereby authorize the Regional Transit Authority to discuss the character and professional competence of this firm in Executive Session.

20. The forgoing is a statement of facts.

Signature: Demore W. Dem

Date: 1/12/24

Typed Name: Geneva W. Coleman

Title: President

PARTICIPANT INFORMATION FORM

All offerors are required to submit the information contained on this form. This information is a condition of submitting an offer to the RTA. Offerors must insure that **ALL** sub-contractors, sub-contractors or others at all tiers, which are proposed to be used or used under any agreement issued by RTA have submitted an executed copy of this form. RTA is required to maintain this information by the Federal Transit Administration and it is not subject to waiver.

Firm Name The Villavaso Group LLC		
Firm Address PO Box 871343 New Orleans, LA 70187		
Telephone Number <u>504-905-2892</u>		
Fax Number		
E-Mail Address corinne@tvgplanning.com		
Firm's status as Disadvantaged Business Enterprise (DBE) or Non- DBE		
Age of the firm 13 Years		
Annual gross receipts of the firm \$88,294		
Prime or Sub-Contractor Sub-Contractor		
NAICS code (s) 925120, 541611, 561110, 926150, 541820, 541910, 9	21190 and	926120
I certify to the best of my knowledge that the above information is true and correct: Signature		
Title Princpal Date 1/2/2024		
RTA Project No. RFP 2023-024		

FAILURE TO PROVIDE AN EXECUTED COPY OF THIS FORM AS STIPULATED HEREIN MAY PRECLUDE YOUR OFFER FROM CONSIDERATION FOR AWARD.

Instructions: The prime, each subconsultant, and any other tier subconsultant must submit a fully completed Contractor Questionnaire form. All items requested on the form are required, if an item is not applicable, respondents are instructed to enter N/A. Each prime firm participating as a joint venture should complete a separate Contractor Questionnaire form and indicate on the form in item 10 that the response is a joint venture.

Regional Transit Authority Service Provider Questionnaire	1. Project name, project number and date of submittal:	2. Official name of firm, indicate if prime or subconsultant:	3. Address of office to perform work:
🛧 RTA ≫	RFP 2023-024	The Villavaso Group, LLC (Subconsultant)	7111 Lake Barrington Dr New Orleans, La 70128
4. Name of parent company, if any: N/A	5. Location of headquarters (city):	6. Name, title, and telephone number of principal contact:	7. Name, title, and telephone number of project manager:
	New Orleans	Corinne M. Villavaso Principal 504-905-2892	Odile Ramsay Lead Engineer and Data Analyst 504-451-4879
8. Specify Type of Ownership:	9. Indicate Special Status:	10. Indicate certifications held regarding special status:	11. Is this submittal a joint venture (JV)? Yes No
Proprietorship	√Small business √Minority-owned business √Woman-owned business	 ✓SBA certified ✓ SLDBE certified ✓ LAUCP certified 	If so, has the JV worked together before? Yes No
<u>#</u> Function (e.g. civil engineer)		el are not stationed in office as listed in item 3, i	
			2 Total Personnel Domiciled in LA 2 Total Personnel

13. List all outside subcontractors or subconsultants you intend to employ for this project.

a. Name and address of subconsultant or subcontractor		c. Worked with prime firm before?
N/A	N/A	N/A

a. Name and title: Corinne Villavaso	a. Name and title: Odile Ramsay
b. Position or assignment for this project: Principal Planner and Demographer	b. Position or assignment for this project: Project Manager
c. Years of professional experience with this firm: 13 With other firms: 9	c. Years of professional experience with this firm: 4 With other firms: 42
 d. Education: Degree / Year / Specialization 2007: Bachelor of Science, Urban Studies and Regional Planning, University of New Orleans 2009-2010: Master of Tourism and Development Planning, California University of Pennsylvania 2024: Master of Professional Studies (M.P.S.) Degree in Applied Demography, Penn State World Campus e. Active registration or applicable certifications: State / Discipline / License number / First year registered 	 d. Education: Degree / Year / Specialization 1975: Tulane University New Orleans, LA Bachelor of Science in Civil Engineering 1996: University of Phoenix New Orleans, LA Master of Arts - Organizational Management e. Active registration or applicable certifications: State / Discipline / License number / First year registered
 f. Experience and qualifications relevant to this project: City of New Orleans, Louisiana. Concordia LLC. A/E Services for New Orleans Recreation Development Commission (NORDC) 2023-Present City of New Orleans, Louisiana. Sasaki. Lincoln Beach Redevelopment Master Plan 2023-Present City of Portland, Oregon. Concordia LLC, the City of Portland Feasibility Study for the Interstate Firehouse Cultural Center. (2022-Present) HOPE Credit Union Enterprise Corporation Supplier Diversity Program. Jackson, Mississippi and New Orleans, Louisiana (2022-Present) City Portland, Oregon. Police Accountability Commission (PAC) Facilitation Services. (2021-Present) City of New Orleans, Louisiana. GDS Associates, INC (GDS) City of New Orleans Demand Side Management Consultant and Energy 	 f. Experience and qualifications relevant to this project: City of New Orleans, Louisiana. Sasaki. Lincoln Beach Redevelopment Master Plan 2023-Present HOPE Credit Union Enterprise Corporation Supplier Diversity Program. Jackson, Mississippi and New Orleans, Louisiana (2022- Present) City of New Orleans, Louisiana. GDS Associates, INC (GDS) City of New Orleans Demand Side Management Consultant and Energy Efficiency Potential Study. (2021-2023) South Central Bell/BellSouth Telecom (Network/Capacity Analysis Planner/Manager) New Orleans LA (1978- 2017) South Central Bell/BellSouth Telecom (Facilities Engineer) New Orleans LA (1975 – 1978)

	Efficiency Potential Study. (2021-2023)
0	Oregon Department of Transportation, Infrastructure Investment and Jobs Act Public Outreach and Engagement (2021-2022)
0	Oregon Department of Transportation , I-5 Rose Quarter Improvement Project (2019 – Present)
0	Washington County, Oregon. Demographic Analysis and Equity Framework Development (November 2021-February 2022)
0	Multnomah County, Oregon Equity Framework and Title VI Program Update (July 2021 – February 2022)
0	Washington County, Oregon. Supplier Diversity Toolkit and Training. (2021-2022)
0	City of New Orleans, Louisiana. Disparity Study. (2013-2014)
0	City of New Orleans, Louisiana. CHPlanning. New Orleans International Airport (MSY) Terminal Expansion Project
0	New Orleans Regional Planning Commission (NORPC), GEAUXNOLA-RideSharing Program and Workforce Transportation Study

15. List work by firm's personnel members to be assigned to this project which best illustrates current qualifications relevant to this project (limit 15 projects).

a. Project name, location, and owner's name	b. Reference contact name, telephone number, and e-mail	c. Project description	d. Nature of firm's responsibilities	e. Completion date (actual or estimate)	f. Estimated fees (000's)	
					Entire project	Firm's work
A/E Services for New Orleans Recreation Development Commission (NORDC) Pecan Grove Community Center, City Of New Orleans.	Bobbie Hill (504) 569-1818 bhill@concordia.com	Design and Construction Administration of renovations to the existing Pecan Grove Recreation Center shall include but not be limited to reprogramming existing interior spaces to create flexible community gathering areas for various community activities.	TVG is currently serving as sub- consultant to Concordia's Design Team for the A/E services for the NORDC Pecan Grove Recreation Center renovation that sustained damages from the flooding event following Hurricane Katrina in 2005. The newly renovated facility will be a multi-use flexible space for community gatherings, education,	5/2024	\$236.9	\$12

			fitness, and recreation.			
City of New Orleans Demand Side Management Consultant, City Of New Orleans,	Erin Spears espears@nola.gov	The New Orleans City Council solicited for and executed a contract in 2021 for a Demand- Side Management (DSM) ConsultantConsultant to conduct a comprehensive independent DSM potential study analysis to "inform the Entergy New Orleans ("ENO") 2021 Integrated Resource Plan (IRP), and any near-term DSM planning goals related to ENO achieving a 2% energy savings relative to sales inclusive of energy efficiency and demand response". The evaluation results were to aid in developing the ENO 2021 Triennial IRP planning for the City Council.	TVG supports clients with innovative analysis and implementation. TVG was contracted by GDS Associates, INC (GDS) to complete the data collection, market research, market characterization, and data analysis tasks for the New Orleans City Council Demand-Side Management (DSM). TVG assisted in conducting a comprehensive independent DSM potential study analysis to "inform the Entergy New Orleans ("ENO") 2021 Integrated Resource Plan (IRP), and any near-term DSM planning goals related to ENO achieving a 2% energy savings relative to sales inclusive of energy efficiency and demand response". The evaluation results were to aid in the development of the ENO 2021 Triennial IRP planning for the City Council's evaluation of the ENO IRP and DSM planning, TVG reviewed and compared the ENO 'Energy Smart Implementation Plan' and ENO 'Stakeholders Agreements' to energy-related New Orleans City Council orders, ordinances, and regulations where TVG developed and provided the New Orleans City Council a written comprehensive Summary that outlined the findings of its in-depth comparative analysis, accompanied by comments on any identified inconsistencies and recommendations for strategies, tools, and/or protocols for assurance that the ENO Energy Smart Implementation Plan is in alignment with City Council guidelines and ENO stakeholder agreements.	5/2023	\$313.8	\$40.8

I 5 Dece Oriente I	NI-4-1:- W/	One and Demonstrate for f	We dead with the ASE t	4/2022	¢1 500 0	¢12.0
I-5 Rose Quarter Improvement Oregon Department of Transportation (ODOT),	Natalie Warner Natalie.Warner@deainc.com	Oregon Department of Transportation 15 expansion project A&E Services and feasibility study	Worked with the A&E team, responsible for working on the largest infrastructure project in the history of ODOT, located in the heart of the historic Albina neighborhood, where past ODOT and government projects displaced Black families. Corinne was instrumental in providing technical and advisory services to ODOT on how to incorporate Diversity, Equity, and inclusion policies in its operations, including by working with the Community Oversight Advisory Committee (COAC) on determining how to maximize opportunities for contractors of color and women. For ODOT's I-5 Rose Quarter Improvement Project, we developed an innovative DBE and workforce development program. It has assisted with developing inclusive outreach strategies to seek community input, build trust in the project process, and establish accountability tools to meet community needs. She also participated in strategic communications, coalition-building, change management, and other equity services to ODOT. As well as evaluating the unhoused population to gain knowledge of their challenges and further to understand the potential impact of the I5 expansion project. As part of the study for the expansion, it was feasible to develop a solution to address the unhoused crisis that can lend to a short-term goal, which is a relocation plan during construction followed by a	4/2022	\$1,500.0	\$12.0
			long-term goal for transitional housing.			
Demographic Analysis and Equity Framework Development. Washington County, Oregon	Amber Smith amber@espousalstrategies.com	Public engagement and information strategy services for Long Range Community Housing (HB 2001) and Transportation Planning Engagement projects in Washington County (County).	Assisted Espousal Strategies with developing the County's demographic analysis that informed the County's engagement plan as part of its Major Streets Transportation Improvement Program (MSTIP). This project was	4/2022	\$150.0	\$50.0

		A strategic approach must consider all of the impacts when developing and executing the tasks within the	done by gathering and analyzing socioeconomic data, including data related to income, race, housing			
		Project area. While considering all	tenure, transit reliance, language			
		of the work occurring in the	spoken at home, and English			
		Project area, ensure messages are	proficiency, to assess barriers to			
		consistent and do not conflict,	engagement and inform County			
		efficiently engage stakeholders and	strategies. Based on lessons learned,			
		community members, cohesively	we also provided community			
		manage information on all	engagement recommendations as part			
		projects, and ensure outreach goals	of the equity framework to inform			
		are achieved.	equitable engagement practices.			
GEAUXNOLA-Ride Sharing		The Regional Planning	The Prime Consultant will evaluate	12/2018	\$40.7	\$40.7
Program and Workforce	Maggie Woodruff	Commission (RPC) increased its	the need for a ridesharing program,			
Transportation Availability	mwoodruff@norpc.org	suite of travel demand	inform citizens and employers of the			
Study. New Orleans Regional		management (TDM) techniques by	GreenRide website, and develop an			
Planning Commission		adding a commuter assistance	innovative marketing and outreach			
		program, GreenRide Connect, a	strategy to expand the ridesharing			
		web-based rideshare matching	program in the NORPC region.			
		service.	Identify and address challenges			
		The RPC launched the GreenRide	among commuters in the region. In			
		Connect service to supplement the	2011, NORPC increased its suite of			
		regional public transit system and	travel demand management (TDM)			
		develop an innovative strategy to	techniques by adding a commuter			
		reduce Single Occupancy Vehicle	assistance program, GreenRide			
		(SOV) trips and Vehicle Miles	Connect, a web-based rideshare			
		Traveled (VMT) to improve air	matching service.			
		quality and manage peak	The GreenRide Connect service was			
		congestion. The initial startup	launched in an effort to supplement			
		period proved successful, with	the regional public transit system and			
		over 200 participants enrolled,	to develop an innovative strategy to			
		demonstrating a regional need,	reduce Single Occupancy Vehicle			
		value, and interest in continuing	(SOV) trips and vehicle Miles			
		the service.	Traveled (VMT) to improve air			
		The population in the greater New	quality and manage peak congestion			
		Orleans region has continued to	and connect the carless unemployed			
		grow, and several businesses have	population to employment			
		expanded operations by opening	opportunities.			
		new plants in our target area, i.e.,				
		Jefferson, Orleans, St. Bernard,				
		and St. Charles Parishes. With a				
		limited ability to address supply				
		issues, such as greatly expanding				
		road capacity, the RPC must				
		address the demand side of the				
		equation to ensure that employees				
		can reach their job sites while also				
		maintaining – if not improving –				

the region's circulate and example		
the region's air quality and overall		
level of service.		
This proposal will allow for the		
next development phase of the		
GreenRide Connect service to		
greatly expand the service to		
significantly increase the regional		
population engaged in carpooling		
and vanpooling programs. The		
study will emphasize community		
education and outreach to minority		
and low-income communities		
about the GreenRide service and		
establishing linkages to major		
regional job centers.		

16.	List all projects currently under contract or u	under contract negotiations that are being (or will be) perf	formed by the firm's office as listed	in item 3.

a. Project name, location, and owner's name	b. Nature of firm's responsibility	c. Indicate whether work completed as prime, subconsultant or joint venture	d. Percent complete	e. Estimated fees (000's)	
a. Troject name, location, and owner shame				Total fee	Fee remaining
HOPE Enterprise Corporation (HOPE) Supplier Diversity Pilot Program, Jackson, Mississippi, HOPE Credit Union	TVG serves as the Prime Consultant and Project Manager of HOPE's Supplier Diversity Pilot Program in Jackson, MS, and New Orleans, LA, with a focus on increasing access to contracting and procurement opportunities for businesses of color to municipal and institutional buyers. TVG has developed the pilot program's mechanism and benchmarks for implementing the pilot program. Currently TVG is now implementing the developed processes for the Pilot Program.	Prime	95%	\$150	\$7.5
City of Portland Feasibility Study for the Interstate Firehouse Cultural Center. City Of Portland, Oregon	TVG is currently serving as a sub-consultant to Concordia LLC on the Interstate Firehouse Cultural Center feasibility study on behalf of the City of Portland staff and the Interstate Firehouse Cultural Center (IFCC)Community Advisory Committee. TVG assists by providing expertise in the feasibility analysis for arts and culture centers (including visual arts, performing arts, arts education, and cultural arts),	Subconsultant	25%	\$60.0	\$45.0

	including experience in Market Analysis, Operational Analysis, and Development Planning.				
City of New Orleans Lincoln Beach Redevelopment Master Plan. City of New Orleans	TVG is currently serving as a sub-consultant to Sasaki on the Lincoln Beach Redevelopment Master Plan for the City of New Orleans.	Subconsultant	2%	\$5,400	\$324.5
City of Portland, On-Call Civil Engineering And Landscape Architecture. City of Portland Parkes and Recreation.	TVG is currently serving as a sub-consultant to DEA Inc. On The City Of Portland Parks and Recreation Engineering and Landscape Architecture On-Call Services. TVG will be responsible for Public Engagement, forums, and surveys. Data Collection and analysis for the development of need assessments and technical reporting used for planning and designing.	Subconsultant	0%	\$0	\$750.0

17. Use this space to provide any additional information or description of resources supporting your firm's qualifications for the proposed project.

18. Ethics Questionnaire: If any owner, officer, or employee of the respondent or any of the respondent's subcontractors (whether identified in the submittal or not) is currently an officer, employee, or board member of the City of New Orleans or any of its departments, boards, or commissions, committees, authorities, agencies, public trusts, or public benefit corporations, please state the name or names of said owner, officer or employee, the relationship to respondent and respondent's subcontractor(s), the relationship with City board, agency, department, commission, authority, public trust, or public benefit corporation; if respondent or person(s) identified believe that the relationship is not or would not be a violation of applicable ethics laws, fully explain why not. If applicable, please complete the ethics questionnaire on company letterhead attached to the back of this form. By signing below, you have completed the ethics questionnaire, or you have not identified any ethics conflict at this time.

19. Pursuant to Louisiana Revised Statute 42:6.1, I hereby authorize the Regional Transit Authority to discuss the character and professional competence of this firm in Executive Session.

20. The forgoing is a statement of facts.

Signature: ______

Date: 1/1/2024

Typed Name: Corinne Villavaso

Title: Princpal