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*Research, Technology Transfer, Education & Training*

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## REQUEST FOR PROPOSALS

**LTRC Project No. 24-1SS, SIO No. DOTLT1000495**

### **Updating and Migrating the Louisiana Transportation Research Center (LTRC) Project Management Tracking System (PMTS) from Louisiana State University Server to Office of Technology Services (OTS) Server(s)**

We are enclosing a request for proposals pertaining to the captioned topic for your distribution to appropriate personnel who may wish to respond. A copy of LTRC Research Manual can be found here: [http://www.ltrc.lsu.edu/pdf/2016/LTRC\\_RESEARCH\\_MANUAL\\_FINAL.pdf](http://www.ltrc.lsu.edu/pdf/2016/LTRC_RESEARCH_MANUAL_FINAL.pdf), which defines an acceptable proposal format in Chapter 3.3. Proposals must be submitted using the downloadable Proposal Form found here: <http://www.ltrc.lsu.edu/downloads.html>. A copy of a Proposal Review Form that our review panel uses to rate the proposals can be found here: [http://www.ltrc.lsu.edu/pdf/proposal\\_review.pdf](http://www.ltrc.lsu.edu/pdf/proposal_review.pdf).

Please note that you must use the forms that are linked in these instructions above. In addition, your proposal title must exactly match our RFP title. A different titled RFP will not be considered.

Proposals must be received by LTRC by the close of business day of August 25, 2023. An electronic copy shall be submitted to Samuel Cooper, Jr. at [Samuel.Cooper@la.gov](mailto:Samuel.Cooper@la.gov), copying Sheri Hughes via [Sheri.Hughes@la.gov](mailto:Sheri.Hughes@la.gov) before the due date. Work is estimated to begin September 15, 2023.

**Electronic Copy Proposals should be submitted to:**

Samuel B. Cooper, Jr, Ph.D., P.E.

[Samuel.Cooper@la.gov](mailto:Samuel.Cooper@la.gov) copying Sheri Hughes [Sheri.Hughes@la.gov](mailto:Sheri.Hughes@la.gov)

Dr. Tyson Rupnow has been assigned to manage this project and may be contacted at 225-767-9124 or [Tyson.Rupnow@la.gov](mailto:Tyson.Rupnow@la.gov) for any discussion of related concerns.

We value our relationship with your fine institution and appreciate your interest in the Center.

Sincerely,

*Samuel B. Cooper, Jr.*

Samuel B. Cooper, Jr., Ph.D., P.E.

Director

