

**DOTD FORM: 24-102**

(Revised January 1, 2023)


**PROPOSAL TO PROVIDE CONSULTANT SERVICES**

Prime consultant shall complete the DOTD Form 24-102 without altering the Form's text; however, the instruction and/or guidance for Sections 12 through 23 can be removed but do not remove Section title and number.

ANY CONSULTANT FAILING TO SUBMIT ANY OF THE INFORMATION REQUIRED ON THE DOTD FORM 24-102, OR PROVIDING INACCURATE INFORMATION ON THE DOTD FORM 24-102, MAY BE CONSIDERED NON-RESPONSIVE.

1. Contract Name as shown in the advertisement	SHSP LAW ENFORCEMENT EXPERT STATEWIDE
2. Contract Number(s) as shown in the advertisement	4400028500 AND 4400028501
3. State Project Number(s), if shown in the advertisement	STATE PROJECT NO. H.013464.1
4. Prime consultant name <b>(name must match as registered with the Louisiana Secretary of State where such registration is required by law)</b>	Mitchell Consulting L.L.C.
5. Prime consultant license number (as registered with the Louisiana Professional Engineering and Land Surveying Board (LAPELS) if registration is required under Louisiana law)	N/A
6. Prime consultant mailing address	137 Brazo CT. Houma, LA 70360
7. Prime consultant physical address (existing or to be established, if location is used as an evaluation criteria)	137 Brazo CT. Houma, LA 70360
8. Name, title, phone number, and email address of prime consultant's contract point of contact	Ralph D. Mitchell Jr., Owner 985-209-9400 rdm1079@gmail.com
9. Name, title, phone number, and email address of the official with signing authority for this proposal	Ralph D. Mitchell Jr., Owner 985-209-9400 rdm1079@gmail.com

Prime consultant should enter the firm name in the footer at the bottom of this page. (It will carry over to subsequent pages.)

<p><b>10.</b> This is to certify that all information contained herein is accurate and true, and that the team presently has sufficient staff to perform these services within the designated time frame. By submitting this proposal, proposer certifies that it is not engaged in a boycott of Israel and it will, for the duration of its contract obligations, refrain from a boycott of Israel. Proposer also certifies and agrees that the following information is correct: In preparing its response, the proposer has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not, in the solicitation, selection, or commercial treatment of any subcontractor or supplier, refused to transact or terminated business activities, or taken other actions intended to limit commercial relations, with a person or entity that is engaging in commercial transactions in Israel or Israeli-controlled territories, with the specific intent to accomplish a boycott or divestment of Israel. The proposer also has not retaliated against any person or other entity for reporting such refusal, termination, or commercially limiting actions. DOTD reserves the right to reject the response of the bidder or proposer if this certification is subsequently determined to be false, and to terminate any contract awarded based on such a false response.</p>	<p style="text-align: right;"></p> <p><b>Signature above shall be the same person listed in Section 9:</b></p> <p style="text-align: center;">03/18/2024</p> <p><b>Date:</b></p>
<p><b>11.</b> If a Disadvantaged Business Enterprise (DBE) goal has been set for this advertisement, indicate which firm(s) will be used to meet the DBE goal and each firm(s)' percentage.</p>	<p><u>Firm(s):</u> N/A</p> <p style="text-align: right;"><u>Firm(s)' %:</u></p>

**12. Past Performance Evaluation Discipline Table:**

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

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

<p><b>Sub-consultants are not allowed to be used for this proposal.</b> Fill in the table by identifying only those evaluation disciplines consistent with the approach and methodology proposed in Section 18 of the DOTD Form 24-102*, and the percentage of work in each past performance evaluation discipline to be performed. The percentage estimated for each evaluation discipline is for evaluation purposes only and will not control the actual performance or payment of the work.                  (Add rows as needed)</p>	
Past Performance Evaluation Discipline(s)	% of Overall Contract
Other: Law Enforcement Expert	100%

**13. Firm Size:**

For all firms that are part of this team, indicate the approximate number of personnel to be committed to this contract, by DOTD Job Classification and the total number of personnel within the firm that could provide support, if needed. If a specialized job classification is required and not included on the DOTD job classification list, specify “Other (please specify)” and include the classification title inside the parentheses.

The DOTD Job Classification(s) to be used can be found at the following link:

[http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Engineering/CCS/Job\\_Qualification/Job%20Classifications%20with%20Descriptions.pdf](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/CCS/Job_Qualification/Job%20Classifications%20with%20Descriptions.pdf)

Firm name	DOTD Job Classification	Number of personnel committed to this contract	Total number of personnel available in this DOTD Job Classification (if needed)
Mitchell Consulting L.L.C.	Other: Law Enforcement Expert	1	1

(Add rows as needed)

**14. Organizational Chart:**

Provide an organizational chart showing ALL **relevant** prime consultant and sub-consultant (if applicable) personnel assigned to the contract, area of project responsibility for each, and reporting lines for the purposes of this contract. An individual's role does not necessarily have to match their DOTD job classification identified in Section 13. **If applicable, identify all personnel performing traffic engineering analysis and/or QC of traffic engineering analysis by placing an asterisk next to their name. Include the certificates required by the Traffic Engineering Process and Report Training Requirements article of the Advertisement in Section 20.** It is acceptable to use an 11x17 format for Section 14.

Ralph D. Mitchell Jr., the prime consultant, will perform 100% of the work on this contract.

**15. Minimum Personnel Requirements:**

Use the table below to identify both prime consultant and sub-consultant staff designated to work on this contract meeting the Minimum Personnel Requirements (MPRs) specified in the advertisement. Ensure the résumé reflects the required experience stated in the MPR. **Make sure the P.E. discipline is also listed (highlighted in table) that is meeting the MPR; e.g. professional civil engineer should show the discipline of the license as civil if meeting that MPR.**

MPR No. Do not insert wording from ad	Personnel being used to meet the MPR (Individual(s) may not satisfy more than one MPR unless specifically allowed by Attachment B of the advertisement)	Firm employed by	Type of license and discipline meeting MPR/ certification & number (Ex: PE # - Civil)	State of license	License / certification expiration date
1	Ralph D. Mitchell Jr.	Mitchell Consulting L.L.C.			
2	Ralph D. Mitchell Jr.	Mitchell Consulting L.L.C.			
3	Ralph D. Mitchell Jr.	Mitchell Consulting L.L.C.			
etc.					

(Add rows as needed)

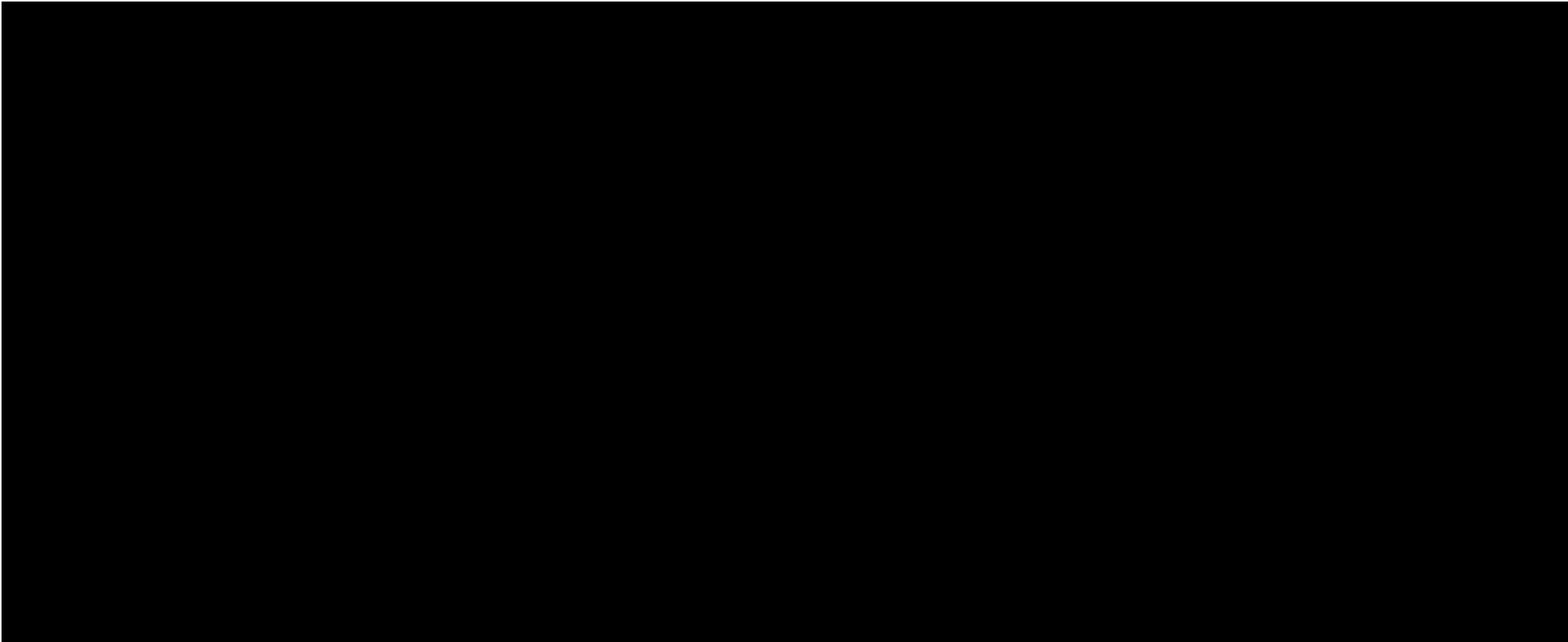
**16. Staff Experience:**

Résumés shall be provided for all prime and sub-consultant personnel listed in Sections 14 and/or 15 of the proposal. Résumés of personnel not identified in Section 14 or Section 15 of the proposal should not be included and will not be evaluated. Résumés should be **limited to 2 pages per person**. Any certificates required by the advertisement are to be placed in Section 20.

Firm employed by Mitchell Consulting L.L.C.			
Name	Ralph D. Mitchell Jr.	Years of relevant experience with this employer	14
Title	Principle	Years of relevant experience with other employer(s)	43
Degree(s) / Years / Specialization	<p>Nicholls State University – Thibodaux, LA. – 1991 - Associate of Criminal Justice</p> <p>Nicholls State University – Thibodaux, LA – 2009 - Bachelor of Multidisciplinary Studies</p> <p>Louisiana State University – Baton Rouge, LA. - 2012 - Master of Human Resource Education and Workforce Development</p> <p>Lifetime Member Phi Kappa Phi Honor Society</p> <p>Accredited Accident Reconstructionist #1151 Accreditation Commission for Traffic Accident Reconstruction September 2000</p>		
Active registration number / state / expiration date	N/A		
Year registered	N/A	Discipline	N/A
Contract role(s) / brief description of responsibilities	Ralph D. Mitchell Jr. the prime consultant, will perform 100% of the work on this contract		
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the <b>years of experience</b> specified in the applicable MPR(s).		
09/81 – 03/24	<ul style="list-style-type: none"> <li>Contracted by the Louisiana Dept. Of Transportation and Development and serves as Law Enforcement Expert and Project Manager of the Louisiana Uniform Crash Report Revision Committee – 2019</li> <li>Contracted by the LSU HSRG and serves as Law Enforcement Expert and Project Manager of the Louisiana Uniform Crash Report Revision Committee – 2019</li> <li>Developed the work plan utilized by the Steering Committee to revise the Louisiana Uniform Traffic Crash Report 2019 to include scope, timelines, budget, risks, and project goals</li> <li>Developed outreach plan, brochure and materials for Law Enforcement and data users notifying them of the Crash Report Revision Project</li> <li>Member of the working committee and serves as advisor to the Louisiana Traffic Records Coordinating Committee</li> <li>Member of the HSRG Traffic Records Data Quality Committee to improve crash data in Louisiana</li> </ul>		

- Employed by BP America as the Manager of Crisis and Continuity Management/Emergency Response for the Gulf of Mexico Region for 5 years
- Employed by BP America as the Director of Security for the Gulf Coast Restoration Organization for 3 years
- Employed with the Louisiana State Police for 27 years and retired as the Deputy Superintendent of Patrol
- Supervisor/Management in the Louisiana State Police for 22 years
- Employed by the Terrebonne Parish Sheriff's Office as a Traffic Lieutenant for 2.5 years
- Responsible for the overall traffic enforcement of Title 32 and highway safety philosophy of nine State Police Troops and the statewide Motor Carrier Safety Section
- Successfully completed then became Adjunct Instructor for the Northwestern University Center for Public Safety Evanston, IL in the 8 Week Accident Reconstruction Series, Police Management, and several associated Law Enforcement operational courses
- Lead Instructor Accident Investigation Louisiana State Police Training Academy 1992-2000
- Accredited Traffic Crash Reconstructionist by the Accreditation Commission of Traffic Accident Reconstructionist 2000
- Founder and initial Chairman of the South-Central Regional Traffic Safety Coalition
- F.B.I. and Louisiana POST certified Law Enforcement Instructor
- Federal, State, and Local accepted expert witness in Traffic Accident Reconstruction and Traffic Law Enforcement in both criminal and civil courts in Louisiana and Texas
- Contributing author Northwestern University Traffic Collision Investigation Manual 9<sup>th</sup> Edition 2001
- Member Board of Directors and the Program Development Council for Operation Lifesaver Inc.
- Certified Instructor in the National Incident Management System
- Guest Lecturer Northwestern University DWI/Negligent Homicide Seminar Chicago, IL. 1993- 2001
- Chairman – Louisiana Emergency Response Commission – 2008-2012
- Charter Member – Association of Transportation Safety Information Professionals #193
- Almost 29 years of enforcing, interpreting, and advising subordinates on Highway Regulatory and Title 32 statutes
- Instructor – Highway Regulatory Title 32 – Louisiana State Police Academy 1990 – 2000
- Over 35 years experience as a Law Enforcement and Emergency Response Instructor, Trainer, and Lecturer having presented in hundreds of training courses, seminars, conferences, and committee's
- Served as the State Police representative on the committee in 1999 to revise the Louisiana Uniform Crash Report form and was the author of the manual issued to all law enforcement officers on how to properly fill out the crash report
- Developer of Traffic Incident Management plans, programs and served as TIM instructor and subject matter expert
- Served on the committee to design Contra Flow and evacuation plans for disaster response for the State of Louisiana
- Founding member of State of Louisiana Traffic Accident Reconstruction program through the Louisiana Office of Risk Management and advised DOTD Headquarters and Districts on Traffic Crash and Highway Safety issues.





**17. Firm Experience:**

Identify the team's project experience **most relevant** to the scope in the advertisement. **The projects should be limited to a total of 20, with no more than 5 projects being represented by the prime consultant and with no more than 3 projects represented by each sub-consultant on the team. If more than 5 projects are identified for the prime consultant, all projects identified after the first 5 will not be evaluated. If more than 3 projects are identified for a single sub-consultant, all projects identified after the first 3 from that sub-consultant will not be evaluated.** Include no more than one page per project. Projects identified shall only include work performed by firms on the team. The projects identified do not necessarily need to have been DOTD projects.

Firm name	Mitchell Consulting L.L.C.	Past Performance Evaluation Discipline(s)*	**Other: Law Enforcement Expert
Project name	Strategic Highway Safety Plan (SHSP) Law Enforcement Expert Statewide	Firm responsibility (prime or sub?)	Prime
Project number	H.013464.1	Owner's name	Louisiana Dept. of Transportation and Development
Project location	Statewide	Owner's Project Manager	Bryan Costello
Owner's address, phone, email	P.O. Box 94245 Baton Rouge, LA 70804-92454 225-379-1958 bryan.costello@la.gov		
Services commenced by this firm (mm/yy)	10/2019	Total consultant contract cost (\$1,000's)	\$609,750.00
Services completed by this firm (mm/yy)	Ongoing	Cost of consultant services provided by this firm (\$1,000's)	\$244,728.97

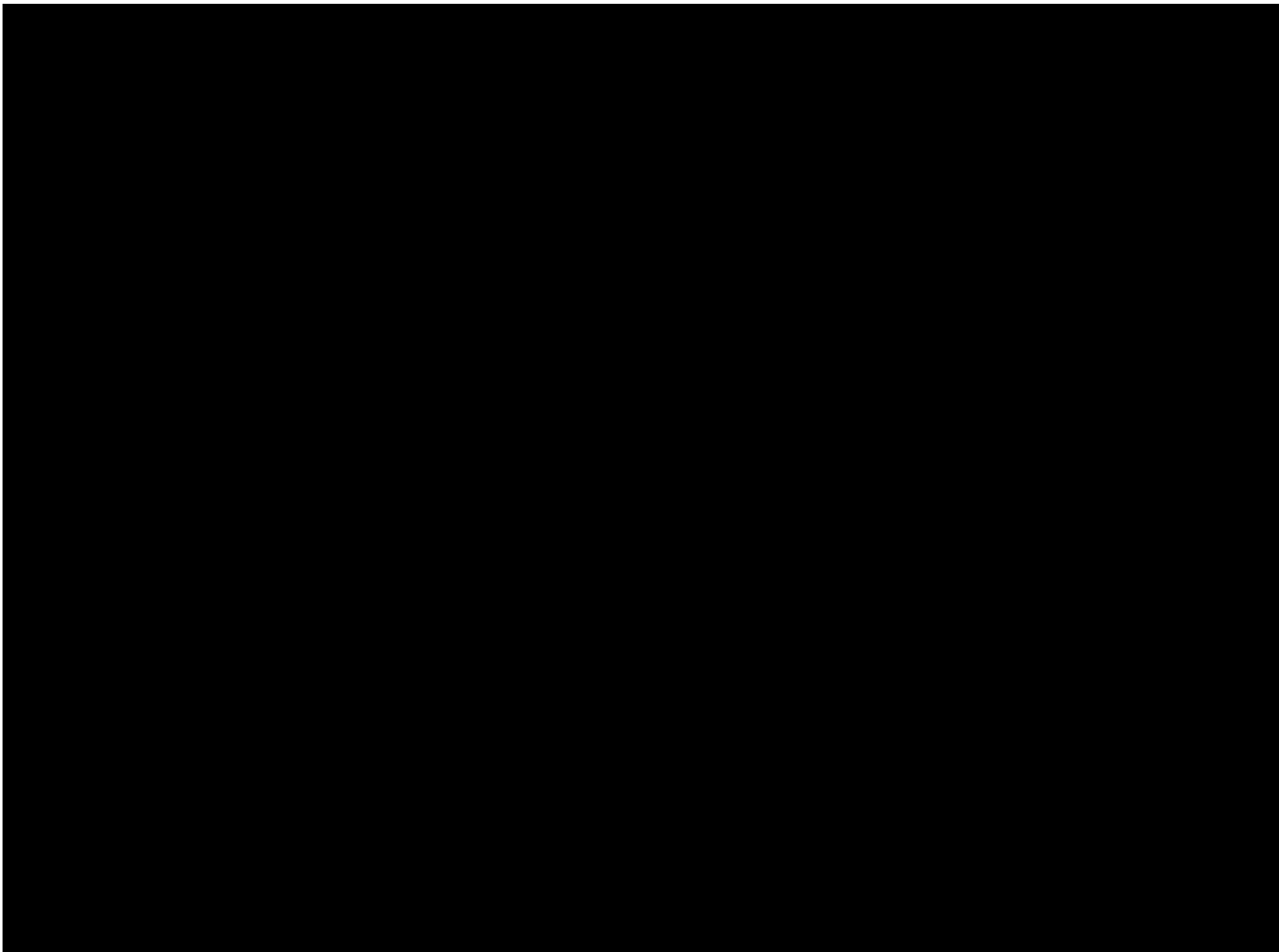
Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

All work performed by Prime Consultant Ralph D. Mitchell Jr.

Ralph D. Mitchell Jr. serves Mitchell Consulting L.L.C. in the sole-contractor position as DOTD's liaison with law enforcement agencies, has lead the development of a new crash report form for Louisiana, has trained law enforcement officers in using the new crash report form, assisted in the development of a new crash report manual, developed and provided training to law enforcement agencies, and provided expertise to DOTD and TRCC concerning highway safety issues.

Ralph D. Mitchell Jr., has:

- Lead the development of a new crash report form and an associated manual for Louisiana by building a committee of experts that will discuss and consult subject matter experts.
- Trained law enforcement officers who complete the crash report and who approve the crash report in using the new crash report form and its associated manual.
- Developed and implemented training in crash investigation and familiarized law enforcement personnel with the concepts and techniques of crash investigation and/or reconstruction.
- Provided crash investigation and reconstruction services to Highway Safety Section for the DOTD Tort Reduction Program as assigned.
- Provided crash investigation and reconstruction expertise to the nine DOTD Districts during their investigation of crash locations as needed.
- Assisted DOTD in the implementation of the Strategic Highway Safety Plan (SHSP).
- Provided law enforcement expertise to all Regional Safety Coalitions as needed.
- Trained and certified personnel in Work Zone Traffic Control as needed.



**18. Approach and Methodology:**

Provide a description of how the work will be performed and provide the proposed project schedule. Include any additional information or description of unique resources that are planned to be used to produce the deliverables. Include any proprietary technologies, methods or approaches that will be used on this project to improve quality or efficiency. If the proposal is for an IDIQ contract, the consultant should review the scope of services in Attachment A to the advertisement to obtain a general understanding of what a typical task order would entail. Based upon that understanding, the consultant should provide a sample schedule that identifies the major milestones, deliverables, tasks, etc., to demonstrate sufficient understanding of a typical task order. The duration of the task order is not required. This section shall be limited to four pages. **If more than four pages are included, all pages after the fourth page will not be evaluated.**

**If the consultant has information it believes is proprietary, label it accordingly.**

The Consultant will serve as a bridge between DOTD and law enforcement agencies across Louisiana, focusing on traffic safety initiatives and data quality. Here's a breakdown of how this will be accomplished:

**Strategic Highway Safety Plan (SHSP) Implementation:**

- Attend statewide meetings on SHSP.
- Partner with emphasis area leads to fulfill specific data requests. This may involve identifying data needs, developing data collection plans, and collaborating with law enforcement agencies to ensure they can provide the necessary information. The liaison will also work with data analysts to ensure the collected data is formatted and coded correctly for analysis. By working together, the liaison and emphasis area leads can ensure that the SHSP is data-driven, and that the data collected is of high quality.
- Offer law enforcement expertise and help find experts for these areas.

**Data Quality and Training:**

- Partner with emphasis area leads to fulfill specific data requests. This will involve identifying data needs, developing data collection plans, and collaborating with law enforcement agencies to ensure they can provide the necessary information. The liaison will also work with data analysts to ensure the collected data is formatted and coded correctly for analysis. By working together, the liaison and emphasis area leads can ensure that the SHSP is data-driven and that the data collected is of high quality.
- Address data quality issues by serving on Data Quality and Improvement Workgroups. This includes identifying inconsistencies or errors in crash reports and other data sources. The liaison will work with law enforcement agencies and other stakeholders to develop and implement solutions to improve data accuracy and completeness. This may involve revising crash reporting data fields, providing additional training for law enforcement personnel on data collection procedures, or collaborating with data management systems developers to improve data entry and validation processes.
- Provide law enforcement agencies with online and in-person training on crash reporting.

### **Traffic Records and Crash Reporting:**

- Be a member of the Louisiana Traffic Records Coordinating Committee (TRCC).
- Train law enforcement personnel on using eCrash, the crash reporting software.
- Act as a subject matter expert for eCrash and Law-Enforcement Crash Query Tool. In this role, the liaison would be a go-to resource for law enforcement agencies and DOTD personnel on all aspects of eCrash and the Law-Enforcement Crash Query Tool. This would include providing training on how to use the software, troubleshooting technical problems, and answering questions about data interpretation. The liaison would also stay up-to-date on the latest developments in eCrash and the Law-Enforcement Crash Query Tool and share this information with stakeholders. By serving as a subject matter expert, the liaison can help to ensure that law enforcement agencies are using these tools effectively to collect and analyze crash data.
- Develop and deliver training on crash investigation and reconstruction techniques.

### **Collaboration and Expertise:**

- Liaise between DOTD and other law enforcement agencies (e.g., Louisiana State Police).
- Manage a statewide governance process for crash data, proposing improvements to eCrash, data usage, and suggesting legislative changes. This involves overseeing a committee or task force composed of representatives from law enforcement agencies, DOTD, and other stakeholders. The committee would be responsible for developing and implementing strategies to improve the quality, accuracy, and completeness of crash data in Louisiana. This will include tasks such as:
  - Identifying and prioritizing data quality issues
  - Developing and implementing data standards and protocols
  - Facilitating communication and collaboration among stakeholders
  - Monitoring progress and making recommendations for improvement
  - Advocating for legislative changes to support crash data collection and analysis
- Propose improvements to eCrash. This will involve working with eCrash developers to identify areas for improvement, such as making the software more user-friendly, adding new features, or improving data validation capabilities.
- Advocate for improved data usage. This will involve working with DOTD decision-makers to ensure that crash data is used effectively to inform traffic safety strategies and policies. The liaison could also work with other stakeholders, such as researchers and safety advocates, to promote the use of crash data to improve traffic safety.
- Initiate discussions for a statewide DWI arrest reporting system.
- Continue law enforcement advisory role for the I-10 Rebuild Project.

### **Additional Support:**

- Offer technical assistance to Crash Data Governance committees.

- Facilitate the Traffic Incident Management Program (TIM) for first responders.
- Share expertise on Traffic Incident Management as needed.
- Train and certify personnel in Work Zone Traffic Control when required.
- Provide law enforcement support and participate in Road Safety Assessments (RSA).
- Conduct crash investigations and reconstruction as needed for DOTD's Tort Reduction Program and District investigations.

**Overall, this role plays a vital role in improving traffic safety in Louisiana by:**

Ensuring Accurate Data Collection:

- **Foundation for Informed Decisions:** Accurate crash data is the bedrock for understanding the root causes of traffic accidents. This liaison bridges the gap between law enforcement and DOTD, ensuring officers collect consistent and complete data. This allows for a clear picture of crash patterns, high-risk locations, and contributing factors like speeding, DUIs, or distracted driving.
- **Targeted Strategies:** With precise data, DOTD and law enforcement can move beyond guesswork. They can target specific issues with focused interventions. For example, data on high-speed crashes on a particular highway section might lead to increased speed enforcement or improved signage.
- **Evaluation and Improvement:** Continuous data collection allows for measuring the effectiveness of implemented safety initiatives. Did increased DUI checkpoints lead to a decrease in drunk driving accidents? By tracking data trends over time, the liaison can help refine existing strategies and identify areas needing further attention.

2. Providing Training:

- **Upskilling Law Enforcement:** By equipping law enforcement with the latest crash investigation and reporting techniques, the liaison ensures high-quality data collection at the source. This includes proper scene investigation, evidence gathering, accurate reporting, and using crash investigation tools effectively.
- **Standardized Practices:** Consistent training across all law enforcement agencies in Louisiana leads to standardized crash reporting practices. This minimizes errors and inconsistencies in the data, allowing for more reliable analysis and comparisons across different jurisdictions.
- **Building Capacity:** Training programs can go beyond basic reporting. The liaison can introduce advanced techniques like crash reconstruction, which helps pinpoint the exact sequence of events leading to an accident. This information is invaluable for litigation, identifying infrastructure flaws, and developing preventative measures.

3. Collaboration with Stakeholders:

- **Bridging the Gap:** This role acts as a bridge between various stakeholders invested in traffic safety. Law enforcement agencies, DOTD representatives, data analysts, safety advocates – all have valuable perspectives. The liaison fosters communication and collaboration, ensuring everyone works towards a common goal.
- **Multi-Disciplinary Approach:** Traffic safety is a complex issue. By facilitating collaboration, the liaison encourages a multi-disciplinary approach. Law enforcement tackles reckless driving, DOTD improves road infrastructure, and safety advocates raise awareness campaigns. Working together, these stakeholders can achieve a more comprehensive impact.
- **Legislative Advocacy:** The liaison can analyze crash data and use insights to advocate for legislative changes that promote safety. This could involve stricter penalties for DUIs, mandating advanced driver training, or allocating resources for improved road design.

In conclusion, the Law Enforcement Liaison for the Louisiana DOTD doesn't just collect data – they are a catalyst for positive change. By ensuring accurate information, providing training, and fostering collaboration, they empower stakeholders to make data-driven decisions and implement effective strategies to create a safer traffic environment for everyone in Louisiana.

**19. Workload:**

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

- 1) one of the team’s firms is responsible for the performance of the work;
- 2) authorization to perform the work has been provided, as provided in the contract between the consultant and the contracting entity;
- 3) the work has not yet been performed and invoiced; and
- 4) the work is not currently suspended for an indefinite period of time.

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

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

Firm(s) <b>ALL FIRMS MUST BE REPRESENTED IN THIS TABLE</b>	Past Performance Evaluation Discipline(s) *	<b>Contract Number and State Project Number</b>	Project Name	Remaining Unpaid Balance**
Mitchell Consulting L.L.C.	Other: Law Enforcement Expert	Contract Number 44-16399 State Project Number H.013464.1	Strategic Highway Safety Plan (SHSP) Law Enforcement Expert Statewide	N/A

(Add rows as needed)

DO NOT SUM

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

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



**20. Certifications/Licenses:**

If the advertisement requires submission of licenses and/or certificates, include them here. **Otherwise, leave this section blank.**

**21. QA/QC Plan:**

If the advertisement requires submission of a QA/QC plan, include it here. **Otherwise, leave this section blank. If a QA/QC plan is included in this section and was not required by the advertisement, it will be redacted.**

**22. Sub-consultant information:**

If one or more sub-consultants will be used, provide the name, address, point of contact and phone number for each. Otherwise, leave this section blank.

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

(Add rows as needed)

**23. Location:**

If location is an evaluation criterion for this advertisement and the prime consultant intends to establish a local presence, describe the plan for doing so. **Otherwise, leave this section blank. Any information included in this section will be redacted if not required by the advertisement.**

# Ralph D. Mitchell Jr.

Mitchell Consulting LLC

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## WORK EXPERIENCE

### MITCHELL CONSULTING L.L.C.

*Principle Consultant*

APRIL 2010 – PRESENT

### BP AMERICA - GULF OF MEXICO

*Crisis & Continuity Management/Emergency Response (C&CM/ER)  
Manager (Retired)*

AUGUST 20, 2010 – FEBRUARY 1, 2018

### TERREBONNE PARISH CONSOLIDATED GOVERNMENT

*DIRECTOR OF PUBLIC SAFETY*

January 19, 2010 – August 16, 2010

### LOUISIANA STATE POLICE

*Lieutenant Colonel (Retired)*

September 1983 – January 2010

## EDUCATION

Nicholls State University – Thibodaux, LA. – Associate of Criminal Justice

Nicholls State University – Thibodaux, LA - Bachelor of Multidisciplinary Studies

Louisiana State University – Baton Rouge, LA. - Masters of Human Resource Education and Workforce Development

Lifetime Member Phi Kappa Phi Honor Society

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## PROFILE

Ralph D. Mitchell Jr. is a motivated, honest, yet personable Emergency Response, Business Resilience, Traffic Safety, and Law Enforcement Consultant with multiple college degrees and a successful 38-year history of leadership and management. Mitchell has a diplomatic and tactful approach with both professionals and non-professionals at all levels. Mitchell is flexible and versatile – able to keep a sense of humor under pressure as well as poised and competent with a demonstrated ability to easily transcend agency or organizational differences to develop tactical and operational plans for scheduled and emergency events. As an instructor, Mitchell has provided high quality training in Law Enforcement and Emergency Response professions, both in the US and internationally.

## CONTACT INFORMATION



137 Brazo CT.  
Houma, LA 70360 USA



985-209-9400



rdm1079@gmail.com

## QUALIFICATIONS

- 33 years as a Law Enforcement Officer – 25 in Management/Supervisor
- Graduate of Northwestern Univ. Traffic Crash Collision 8 week series
- Extensive experience of 33+ years enforcement Title 32
- Extensive trainer, lecturer, and author in Law Enforcement Management
- Adjunct Instructor – Northwestern University Center for Public Safety
- Testified as an expert in State and Federal Courts
- Accredited Traffic Accident Reconstructionist
- Graduate NCUPS Executive Management Program
- Project Manager for Development of LA eCrash