

**ADVERTISEMENT FOR ENGINEERING AND RELATED SERVICES
JULY 13, 2023**

**CONTRACT NO. 4400027470
STATE PROJECT NO. H.003931.6
FEDERAL AID PROJECT NO. 0101212
CALCASIEU RIVER BRIDGE (HBI) (ENV)
ROUTE: I-10
CALCASIEU PARISH**

DBE GOAL = 4%

Under the authority granted by Title 48 of Louisiana Revised Statutes, the Louisiana Department of Transportation and Development (DOTD) hereby issues this advertisement for consulting firms to provide engineering and related services. **Consultants who are a Louisiana or foreign LLC or corporation should be appropriately registered with the Louisiana Secretary of State, as contemplated by Title 12 of the Louisiana Revised Statutes, and with the Louisiana Professional Engineering and Land Surveying (LAPELS) Board under its rules for firms. If a consultant is not in good standing in accordance with those provisions, it may be subject to consequences contemplated in Title 12 and/or the LAPELS rules. All requirements of LAPELS must be met at the time the proposal is submitted. Prime consultants must be registered with the Louisiana Secretary of State and the Federal Government, using SAM.gov, prior to contract execution.**

One (1) proposal will be selected for the contract solicited per this advertisement. Only one (1) DOTD Form 24-102 proposal is required for this advertisement, and it represents the prime consultant's qualifications and those of any and all sub-consultants proposed to be used for the referenced contract(s). All identifying contract number(s) should be listed in Section 2 of the DOTD Form 24-102. **USE THE DOTD FORM 24-102, DATED JANUARY 1, 2023, PROVIDED WITH THE ADVERTISEMENT.**

Any questions concerning this advertisement must be sent in writing to DOTDConsultantAds80@la.gov no less than 48 hours (excluding weekends and holidays) prior to the proposal deadline.

SCOPE OF SERVICES

The general tasks to be performed by the consultant for this contract are described more specifically in Attachment A, which is incorporated herein by reference.

The consultant shall perform the work in accordance with the requirements of this advertisement and the resulting contract. Deliverables shall be in such format as required in Attachment A. The work performed by the consultant shall be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

MINIMUM PERSONNEL REQUIREMENTS (MPRs)

The requirements set forth in Attachment B must be met at the time the proposal is submitted.

EVALUATION CRITERIA

The criteria to be used by DOTD in evaluating responses for the selection of a consultant to perform these services are listed below:

1. firm experience on similar projects, weighting factor of three (3);
2. staff experience on similar projects, weighting factor of four (4);
3. firm size as related to the project magnitude, weighting factor of three (3);
4. past performance on similar DOTD projects, weighting factor of six (6)*;
5. current work load with DOTD, weighting factor of five (5);
6. approach and methodology, weighting factor of nine (9).

*The consultant is to identify in the table below those evaluation disciplines consistent with the approach and methodology proposed in Section 18 of the DOTD Form 24-102.

THE FOLLOWING TABLE MUST BE COMPLETED AND INCLUDED IN SECTION 12 OF THE DOTD FORM 24-102 PROPOSAL.

<p>Sub-consultants are allowed to be used for this proposal. 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*, the name of each firm that is part of the proposal, and the percentage of work in each past performance evaluation discipline to be performed by that firm. The percentage estimated for each evaluation discipline is for evaluation purposes only and will not control the actual performance or payment of the work. 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. (Add rows and columns as needed)</p>							
Past Performance Evaluation Discipline(s)	% of Overall Contract	Prime	Firm B	Firm C	Firm D	Firm E	Each Discipline must total to 100%
							100%
							100%
							100%
<p>Identify the percentage of work for the overall contract to be performed by the prime consultant and each sub-consultant.</p>							
Percent of Contract	100%						-----

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

If sub-consultants are used, the prime consultant must perform greater than 50% of the work for the overall contract.

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Proposals will be evaluated as set forth in the “Evaluation Criteria” section of this advertisement. The evaluation will be by means of a point-based rating system. Each of the above criteria will receive a rating on a scale of one (1) through five (5). The rating will then be multiplied by the corresponding weighting factor. The rating in each category will then be added to arrive at the proposal’s final rating.

DOTD’s Project Evaluation Team (PET) will be responsible for performing the above described evaluation, and will present a shortlist of the three (3) (if three are qualified), highest rated consultants to the Secretary of DOTD. The Secretary will make the final selection.

COMPLIANCE WITH SUPPLEMENTAL ETHICS REQUIREMENTS

DOTD has established supplemental ethics requirements applicable to consultants and PET members. These requirements are found in the “Supplemental Ethics Requirements” article of the sample contract linked to this advertisement, which are incorporated herein by reference. Any firm that is found to have violated these requirements may not be considered for this selection.

By submission of a proposal to perform services pursuant to this advertisement, the consultant agrees to comply with DOTD’s Supplemental Ethics Requirements.

RULES OF CONTACT UPON ADVERTISEMENT

DOTD is the single source of information regarding the contract selection. Any official correspondence will be in writing, and any official information regarding the contract will be disseminated by DOTD’s designated representative via the DOTD website. The following rules of contact will apply during the contract selection process, commencing on the advertisement posting date and ceasing at the time of final contract selection. Contact includes face-to-face communication, the use of a telephone, facsimile, electronic mail (email), or formal or informal written communications with DOTD. Any contact determined to be improper, at the sole discretion of DOTD, may result in the rejection of the proposal (i.e., DOTD Form 24-102).

Consultants and consultant organizations shall correspond with DOTD regarding this advertisement only through the email address designated herein; DOTDConsultantAds80@la.gov and during DOTD sponsored one-on-one meetings.

No consultant, or any other party on behalf of a consultant, shall contact any DOTD employee, other than as specified herein. This prohibition includes, but is not limited to, the contacting of: department, office, or section heads, project managers, members of the evaluation teams, and any official who may participate in the decision to award the contract resulting from this advertisement.

DOTD will not be responsible for any information or exchange that occurs outside the official process specified above.

By submission of a proposal to perform services pursuant to this advertisement, the consultant agrees to the communication protocol herein.

PROJECT TIME

The overall time for the completion of the scope of services will be in excess of 10 years with an estimated 180 days for initial services.

COMPENSATION

The compensation payable to the consultant for all services rendered in connection with this contract is estimated at **\$3,000,000**. This estimate will be used for grading purposes only. Actual compensation will be determined by DOTD based on work hours negotiated between DOTD and the selected consultant. Within fifteen (15) calendar days of notification of selection, a kick-off meeting will be held with the selected consultant and appropriate DOTD personnel. The selected consultant will be required to submit a work hour proposal within thirty (30) calendar days following the notification of selection. All negotiations must be completed within the timeframe set forth in the Consultant Contract Services Manual.

Payment will be made based on negotiated cost plus fixed fee and cost of unit of work.

DIRECT EXPENSES

To the extent that the consultant is allowed to claim reimbursement for direct expenses, all direct expense items that are not paid for in the firm's indirect cost rate, and are, needed and will be consumed during the life of the contract must be identified by the consultant during contract development. The acquisition or rental of standard equipment or resources to be used in the provision of services rendered for this contract will not be considered for payment under direct expenses (e.g., vehicles for construction engineering and inspection (CE&I) inspectors).

The consultant should own most of the equipment required to provide the work and services. The cost of this equipment should be included in the consultant's indirect cost rate. Equipment may be considered "specialized" if it cannot be considered standard equipment for that particular consultant's normal operating business needs. If a consultant believes special equipment is needed for the contract, the consultant must inquire through the Question and Answer process, as provided herein, whether the identified item will be considered specialized equipment for the individual contract.

All travel related expenses will be compensated under direct expenses, and will be in accordance with the most current Louisiana Office of State Travel regulations as promulgated in the Louisiana Administrative Code under the caption "PPM No. 49", with the exception that compensation for vehicle usage will be based on actual miles traveled directly and exclusively related to project needs. Vehicle rental rates will require prior approval from the PM.

CYBERSECURITY TRAINING

In accordance with La. R.S. 42:1267(B)(3) and the State of Louisiana's Information Security Policy, if the Consultant, any of its employees, agents, or sub-consultants will have access to State government information technology assets, the Consultant's employees, agents, or sub-consultants

with such access must complete cybersecurity training annually, and the Consultant must present evidence of such compliance annually and upon request. The Consultant may use the cybersecurity training course offered by the Louisiana Department of State Civil Service without additional cost or may use any alternate course approved in writing by the Office of Technology Services.

For purposes of this Section, “access to State government information technology assets,” means the possession of credentials, equipment, or authorization to access the internal workings of State information technology systems or networks. Examples would include but not be limited to State-issued laptops, VPN credentials to credentials to access the State network, badging to access the State’s telecommunications closets or systems, or permissions to maintain or modify IT systems used by the State. Final determination of scope inclusions or exclusions relative to access to State government information technology assets will be made by the Office of Technology Services.

QUALITY ASSURANCE/QUALITY CONTROL

DOTD requires the selected consultant and all sub-consultants to develop a Quality Assurance/Quality Control (QA/QC) program in order to provide a mechanism by which all deliverables will be subject to a systematic and consistent review. The selected consultant shall address in its plan the review of all sub-consultant work and deliverables. **Only the selected consultant must submit their QA/QC plan to the DOTD PM within 10 business days of the award notification to the consultant (do not include QA/QC plan in the DOTD Form 24-102).** Consultants must ensure quality and adhere to established DOTD policies, procedures, standards and guidelines in the preparation and review of all deliverables. DOTD may provide limited input and technical assistance to the consultant. Any deliverables to be transmitted by the consultant shall be transmitted with a DOTD Quality Assurance/Quality Control Checklist, and a certification that the deliverables meet DOTD’s quality standards.

If Attachment A includes specific QA/QC requirements that contradict those set forth above, the requirements in Attachment A control.

TRAFFIC ENGINEERING PROCESS AND REPORT TRAINING REQUIREMENTS

As part of DOTD’s on-going commitment to high quality traffic engineering reports, a traffic engineering training course must be taken by traffic engineering PEs and EIs in order to be eligible to work on DOTD projects. When traffic is included as a discipline on which past performance is evaluated, for consultants performing traffic engineering services (i.e., traffic analysis throughout all DOTD project stages and/or QC of traffic analysis), appropriate personnel must successfully complete the three (3) modules of the Traffic Engineering Process and Report Course offered by Louisiana Transportation Research Center (LTRC). This Course must be completed no later than the time the proposal is submitted or show proof of registration for the Course from the LTRC’s Registration site. **Copies of training certificates or proof of registration are to be included in Section 20 of the proposal.** It will be the prime consultant’s responsibility to ensure their staff and sub-consultants complete the training. Copies of training records may be obtained from the LTRC website <https://registration.ltrc.lsu.edu/login>.

WORK ZONE TRAINING REQUIREMENTS

As part of DOTD's on-going commitment to work zone safety, required work zone training courses must now be taken every four (4) years in order for personnel to remain eligible to work on DOTD projects. For consultants performing preconstruction services (*e.g.*, design, survey, subsurface utility, geotechnical, traffic, bridge inspection, environmental services), appropriate personnel must successfully complete these courses. In general, the person in responsible charge of traffic control plans shall be required to have Traffic Control Supervisor training. For preconstruction field services performed within the clear zone, at least one (1) member of the field crew shall have Traffic Control Supervisor or Traffic Control Technician training. The consultant should identify all personnel listed in the staffing plan (Section 14) for the contract who have completed the appropriate work zone training courses. All preconstruction work zone training requirements shall be met **prior to contract execution**. It will be the prime consultant's responsibility to ensure their staff and sub-consultants have the appropriate work zone training.

In addition to the above requirements, if the Scope of Services set forth in Attachment A includes Construction Engineering and Inspection (CE&I), the following training requirements shall be met **at the time the proposal is submitted**:

Field Engineers:	Traffic Control Technician Traffic Control Supervisor Flagger
Field Engineer Interns:	Traffic Control Technician Traffic Control Supervisor Flagger
Field Senior Technicians, Survey Party Chiefs, and SUE Worksite Traffic Supervisors*:	Traffic Control Technician Traffic Control Supervisor Flagger
Other Field Personnel*:	Traffic Control Technician Flagger

* excluding Asphalt Plant Inspector, Paint Managers, and Paint Inspectors

Approved courses are offered by ATSSA and AGC. Substitutes for these courses must be approved by the DOTD Work Zone Task Force. For more information, please contact DOTD HQ Construction at 225-379-1584. Specific training course requirements are:

Flagger:	Successful completion every four (4) years of a work zone flagger course approved by the Department. The "DOTD Maintenance Basic Flagging Procedures Workshop" is not an acceptable substitute for the ATSSA and AGC flagging courses.
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Traffic Control Technician (TCT):	Successful completion every four (4) years of a work zone traffic control technician course approved by the
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Department. After initial successful completion, it is not necessary to retake this course every four (4) years if Traffic Control Supervisor training is completed every four (4) years.

Traffic Control Supervisor (TCS): Successful completion of a work zone traffic control supervisor course approved by the Department. Following an initial completion, traffic control supervisors must either complete a one (1)-day TCS refresher course or retake the original two (2)-day TCS course every four (4) years.

ATSSA contact information: (877) 642-4637

*****ALL WORK ZONE TRAINING CERTIFICATIONS MUST BE ACTIVE*****

REFERENCES

All services and documents will meet the standard requirements as to format and content of DOTD and will be prepared in accordance with the latest applicable editions, supplements, and revisions of the following:

1. AASHTO Standards – The American Association of State Highway Transportation Officials
<https://www.transportation.org/>
2. AASHTO – A Policy on Geometric Design of Highways and Streets –
https://bookstore.transportation.org/collection_detail.aspx?ID=110
3. ASTM Standards – <https://www.astm.org/BOOKSTORE/BOS/index.html>
4. CyberSecurity Training –
<https://forms.gle/deZGAo5hUMWeSG4P6>
5. DOTD – Bridge Design and Evaluation Manual (BDEM) –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Bridge_Design/Pages/BD_EM.aspx
6. DOTD – Complete Streets –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Multimodal/Highway_Safety/Complete_Streets/Pages/default.aspx
7. DOTD – Construction Contract Administration Manual –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Pages/Engineering_Docs.aspx
8. DOTD – Consultant Contract Services Manual –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/CCS/Manuals/CCS%20Manual%20rev%20Dec%202020.pdf
9. DOTD – Hydraulics Manual –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Public_Works/Hydraulics/Documents/Hydraulics%20Manual.pdf

10. DOTD – Location and Survey Manual –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/LocationSurvey/Manuals%20and%20Forms/Location_and_Survey_Manual.pdf
11. DOTD – Addendum “A” to the Location & Survey Manual –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/LocationSurvey/Manuals%20and%20Forms/Location%20and%20Survey%20Manual%20-%20Addendum%20A.pdf
12. DOTD – Louisiana Standard Specifications for Roads and Bridges –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Standard_Specifications/Pages/Standard%20Specifications.aspx
13. DOTD – Materials Sampling Manual –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Materials_Lab/Pages/Menu_MSM.aspx
14. DOTD – Minimum Design Guidelines –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Road_Design/Memoranda/Minimum%20Design%20Guidelines.pdf
15. DOTD – Off-System Highway Bridge Program Guidelines –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Bridge_Design/Manuals/Other%20Manuals%20-%20Guidelines/2019%20Federal%20Aid%20Off-System%20Highway%20Bridge%20Program%20Guidelines.pdf
16. DOTD – Roadway Design Procedures and Details Manual –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Road_Design/Pages/Road-Design-Manual.aspx
17. DOTD – Stage 1 Planning/Environmental Manual of Standard Practice –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Environmental/Pages/Stage_1.aspx
18. DOTD – Testing Procedures Manual –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Materials_Lab/Pages/Menu_TPM.aspx
19. DOTD – Traffic Engineering Manual –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Traffic_Engineering/Misc%20Documents/Traffic%20Engineering%20Manual.pdf
20. DOTD – Traffic Engineering Process and Report –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Traffic_Engineering/ManualsPublications/Pages/TEPR.aspx
21. DOTD – Traffic Signal Manual –
http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Traffic_Engineering/Traffic%20Control/Traffic%20Signal%20Manual%20V3%20-%207.1.20.pdf
22. e-CFR – Electronic Code of Federal Regulations (all applicable) –
<https://ecfr.io/>

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23. FHWA – Bridge Inspector’s Reference Manual (BIRM) –
website: <https://www.fhwa.dot.gov/bridge/nbis.cfm>
manual: <https://www.fhwa.dot.gov/bridge/nbis/pubs/nhi12049.pdf>
24. FHWA – Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) –
<http://mutcd.fhwa.dot.gov/>
25. National Electrical Safety Code (NESC) –
<https://standards.ieee.org/products-services/nesc/index.html>
26. NFPA 70 – National Electrical Code (NEC) –
<https://www.nfpa.org/codes-and-standards/all-codes-and-standards/list-of-codes-and-standards/detail?code=70>
27. NEPA – National Environmental Policy Act –
<https://www.epa.gov/nepa>

CONTRACT EXECUTION REQUIREMENTS

The selected consultant will be required to execute the contract within ten (10) days after receipt of the contract.

A sample of the contract provisions can be found at the following link: http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/CCS/Pages/Advertisements.aspx.

DISADVANTAGED BUSINESS ENTERPRISE REQUIREMENT

This advertised contract has a Disadvantaged Business Enterprise (DBE) goal of **4%** of the contract fee. Credit for DBE participation will be limited to the firms certified pursuant to the Louisiana Unified Certification Program. For convenience, DOTD provides a list on its website (<http://www8.dotd.la.gov/UCP/UCPSearch.aspx>) of firms that have been certified as eligible to participate as DBEs on US DOT assisted contracts. This list is not an endorsement of the quality of performance of any firm but is simply an acknowledgment of the listed firms’ eligibility as a DBE. DOTD makes no representations of the accuracy or completeness of this list on any particular date or time. Prime consultants considering the use of a particular DBE sub-consultant are advised to obtain documentation of certification status from that sub-consultant prior to submission of DOTD Form 24-102.

Prime consultants must specify by firm name in Section 11 on the DOTD Form 24-102 all DBE firms which the prime intends will participate in providing services under the contract to meet the DBE goal and indicate for each the percent of the contract fee for the services that will be performed by each specified DBE firm. If the prime did not succeed in obtaining enough DBE participation to meet the goal, it must attach to the DOTD Form 24-102, behind Section 23, documentation of its good faith efforts to meet the goal.

REVISIONS TO THE ADVERTISEMENT

DOTD reserves the right to revise any part of the advertisement by issuing addenda to the advertisement at any time. Issuance of this advertisement in no way constitutes a commitment by

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DOTD to award a contract. DOTD reserves the right to accept or reject, in whole or part, all DOTD Form 24-102s submitted, and/or cancel this consultant services procurement if it is determined to be in DOTD's best interest. All materials submitted in response to this advertisement become the property of DOTD, and selection or rejection of a proposal does not affect this right. DOTD also reserves the right, at its sole discretion, to waive administrative informalities contained in the advertisement.

CLARIFICATIONS

DOTD reserves the right to request clarification of ambiguities or apparent inconsistencies found within any proposal, if it is determined to be in DOTD's best interest.

PROPOSAL REQUIREMENTS

The consultant's proposal for this advertisement must be submitted by email to DOTDConsultantAds80@la.gov. **USE THE DOTD FORM 24-102, DATED JANUARY 1, 2023, PROVIDED WITH THE ADVERTISEMENT.** Hard copies of the consultant's proposal are not required. All proposals must be in accordance with the requirements of this advertisement, and the Consultant Contract Services Manual. Unless otherwise stated in this advertisement, copies of licenses and certificates are not required to be submitted with the proposal.

If more than one (1) contract is to be selected based on this advertisement, no prime consultant is allowed to be a sub-consultant on any other consultant's 24-102. If a prime consultant is submitted as a sub-consultant on another consultant's 24-102, its proposal as a prime consultant may be deemed non-responsive.

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.

DOTD employees may not submit a proposal, nor be included as part of a consultant's proposal.

Contract and/or part-time employees are allowed. Such employees should be shown in Section 14 of the DOTD Form 24-102 with an asterisk denoting their employment status.

The DOTD Form 24-102 **PDF file shall be labeled** "Contract No. 4400027470, Consultant's name", and **must be received no later than 3:00 p.m. Central Time by DOTDConsultantAds80@la.gov via email on Thursday, August 3, 2023.** The PDF file must be attached in the email or as a hyperlink in the email or as an email through third-party file transfer websites such as Dropbox or WeTransfer.

Please note that delivery failure may occur on email files exceeding 30MB uncompressed. In addition, all emails are scanned for cybersecurity threats prior to delivery to DOTDConsultantAds80@la.gov; therefore, allow sufficient time for this process to take place when submitting your proposal.

ATTACHMENT A – SCOPE OF SERVICES

The project time is critical.

The field office indirect cost rate shall be applicable to all services except as otherwise designated hereafter. The home office indirect cost rate shall be applicable to the closeout process and all clerical work.

The Consultant shall perform environmental and engineering services within the project site in accordance with the terms of this contract under the supervision of the DOTD Environmental Project Manager and/or the DOTD Project Manager as appropriate. The scope of work will include plugging and abandonment of existing monitor wells which may be currently located in physical conflict with the proposed highway construction corridors, the installation and monitoring of monitor wells to be located outside the construction corridors but yet proximal to construction activities to effectively detect the presence of EDC, or other COCs. The exact proposed location for the installation of monitor wells shall be determined after review of available historical data for the project area and upon DOTD approval. The Consultant shall be responsible for securing and providing all necessary personnel, materials, equipment, tools, reports, and transportation to complete the required site work under this contract and more specifically as follows:

Task 1.0 – Historical Data Review

The Consultant shall review relevant site historical data available in Louisiana Department of Environmental Quality (LDEQ), DOTD, and, when necessary, the U.S. Environmental Protection Agency files. As part of this review, the Consultant will review work plans and site investigation reports as applicable. The Consultant shall pay particular attention to assessing data quality when reviewing analytical laboratory reports and historical EDC plume migration as it relates to potentiometric and isometric trends. At the completion of the historical data review, the Consultant shall provide DOTD with a written summary report. At a minimum, the report shall include a list of reviewed material, a summary of the Constituents of Concern (COC) and their concentrations when compared to applicable Risk Evaluation/Corrective Action Program (RECAP) Standards. EDC plume boundary maps provided by DOTD shall be used to help identify the locations of proposed monitor wells necessary to detect COC movement near or outside the project boundary.

Task 2.0 – Construction Plans and Construction Technique Review

The Consultant shall review the construction proposal for the Sampson Street interchange and the Calcasieu River Bridge in the vicinity of the EDC plume, with particular focus on subsurface structures (pilings) and the lateral extent of the proposed construction. The Consultant shall additionally meet and consult with DOTD, its consultants, and P3 contractor to ensure a clear understanding of the proposed construction and construction techniques being proposed in this same area.

Task 3.0 – Develop Sampling and Analysis Plan

The Consultant shall develop a sampling and testing plan for, both, during the installation of the monitor wells, and afterwards. Testing shall include analysis of soil and groundwater during the initial installation of the monitor wells and subsequent analysis of groundwater at a defined and approved interval. The plan shall include establishment of a baseline prior to any P3 construction activities, periodic monitoring throughout the construction process, and periodic monitoring for a period of time after completion of construction. The sampling and analysis plan shall include the constituents of concern (COC) to be tested, methods and procedures to be used to collect and test soil and groundwater samples, and the identity of the proposed NELAP/LELAP Laboratory to be used for sample analyses. The plan shall be completed in compliance with industry standards and regulatory guidelines; at minimum, this shall include LDEQ's RECAP Appendix B - Site Investigation Requirements. The installation and plugging of monitor wells, along with the sampling and analysis, shall be conducted in accordance with *Construction of Geotechnical Boreholes and Groundwater Monitoring Systems Handbook*, prepared by the LDEQ and DOTD, dated December 2000, as applicable. Quality Assurance/Quality Control methods to be implemented in the field and by the laboratory shall also be described in the plan. Elements of a Health and Safety Plan will be included in the plan. A draft plan shall be provided to DOTD for review and comment. Upon receipt of DOTD's comments, the plan shall be finalized for submittal to LDEQ for review and approval. Prior to submittal of the plan to the LDEQ, the Consultant, the DOTD, and other parties as identified by DOTD will meet with the LDEQ to discuss sampling and testing requirements in an effort to expedite the approval process.

Task 3.1 – Obtain Supplemental Data (by supplemental agreement if necessary)

Currently, it is not required that the Consultant perform any field or laboratory work in the preparation of the Sampling and Analysis plan. However, if it is recommended by the Consultant and agreed to by DOTD that additional data collection is needed to finalize the Sampling and Analysis plan, the Consultant shall develop a plan of action to obtain the required supplemental data. The findings from previous tasks shall be used to develop the plan of action. The plan of action shall, at minimum, consider confirmatory sampling at existing well locations and delineation of COC in soil and groundwater within the proposed construction footprint, based on the confirmatory sampling results.

Where applicable, the Consultant shall explore potential options for accessing sampling locations within the wetland portions of the investigation area. Use of stabilization mats may be considered. Furthermore, re-use of access paths should be explored. The Consultant shall coordinate with the DOTD regarding any additional geotechnical sampling that could also be conducted in support of the proposed construction activities. Minimization of cross-contamination during any drilling activities shall be prioritized.

Task 3.2 – Split Sampling (by supplemental agreement if necessary)

Currently, no routine split sampling will be required under this contract. However, if and when it becomes necessary to compare/correlate test data generated from DOTD monitor wells with data generated from monitor wells owned by ConocoPhillips, or its Contractor, the Consultant shall be responsible for participating in such sampling, associated testing, and for making all necessary arrangements and agreements between parties. Either party, the Consultant, or ConocoPhillips, will collect split samples during the routine/designated sampling schedule of the other party. Groundwater samples will be collected from the wells for analytical testing of EDC and other COCs. A kick-off meeting shall be held with DOTD, the Consultant, ConocoPhillips, and any other parties as identified by DOTD, prior to initiation of field activities. Upon completion of field activities and receipt of analytical results, the additional test data shall be included in applicable report produced by the Consultant, under this contract, and submitted to DOTD. If performed prior to the completion of Task 3.0, findings shall be used to inform the Sampling and Analysis Plan.

Task 4.0 – Project Coordination and Meetings

The Consultant shall ensure that coordination of the work required under this contract is maintained at all times between the Consultant, the DOTD Owner/Verification (OV) Consultant, and the DOTD Environmental Project Manager and/or the DOTD Project Manager, as appropriate. Coordination between the Consultant and the LDEQ shall also be maintained via the direction of the DOTD Environmental Project Manager. The Consultant shall meet with the DOTD, the DOTD OV Consultant, and any other parties as identified by DOTD to facilitate progression of the work and to provide necessary technical information as the need may arise.

ADDITIONAL SERVICES

Task 3.1, Task 3.2, Task 5.0, Task 6.0, Task 7.0 and Task 8, if required, shall be authorized by Supplemental Agreement.

Task 5.0 – Secure Permits and Right of Entry

The Consultant shall secure all permits and "right of entry" necessary for performance of work within the investigation area. The sampling may be conducted in areas that are under the jurisdiction of the New Orleans District of the U.S. Army Corps of Engineers (NOD). Once the final design and approach of sampling protocol is established, a final determination regarding the level of permitting by the NOD shall be identified. Based on preliminary information, it appears that, provided no permanent fills are required and the proposed work may qualify for a Nationwide Permit 6 (NWP-6) Survey Activities. However, if the scope of the work does not comply with NWP-6, then an individual Section 10/404 permit may be required from the NOD. The Consultant is advised that a wetland delineation and formal request for a jurisdictional wetland determination may be required prior to filing a permit application with the NOD. The Consultant, in coordination with DOTD, shall develop permitting documentation and figures for submittal to the NOD and shall provide liaison assistance through the permitting process with the relevant state and federal resource and regulatory agencies. The Consultant is advised that if an individual Section 10/404

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permit is required, a Water Quality Certification (WQC) from the Louisiana Department of Environmental Quality (LDEQ) will be required as well. The individual Section 10/404 permit may not, in fact, be issued until the WQC is issued by the LDEQ. Processing of the WQCs runs concurrently with NOD permitting.

The Consultant shall also obtain approvals/Access Agreements from railroads, private landowners, and state/local authorities as applicable. Louisiana One Call shall also be contacted to ensure underground utilities are identified and avoided during subsurface investigation activities.

Coordination of site activity shall be maintained between the Consultant and the landowner and/or the landowner's designee where applicable. Associated point(s) of contact shall be established by the Consultant upon the award of this contract and documented accordingly.

Task 6.0 – Installation and Monitoring of Monitor Wells

Upon receipt of all necessary approvals, the Consultant shall install monitor wells in accordance with current industrial standards and conduct a Phase II Site Assessment. All sampling activities shall be conducted in accordance with the sampling and testing plan as approved by DOTD/LDEQ. Borings shall be installed by a Louisiana-licensed driller. Analytical and geotechnical testing, as necessary, shall be performed by LDEQ-certified laboratories.

Task 7.0 – Develop Phase II Site Assessment Report

Upon completion of the Phase II sampling and analysis activities, the Consultant shall develop a Phase II Site Assessment Report for the study area. The report shall meet industry standards and shall document the sampling and analysis activities completed. Results shall be summarized in both tabular and graphic formats and provide a discussion of the results. Soil and groundwater data shall be compared to applicable RECAP Standards to help determine potential impacts of COC within and outside of the project area. Hydrology and hydrogeology with respect to EDC contamination within the proposed areas of construction shall be clearly presented and defined in the report. An analysis of potential future migration pathways shall also be included.

Task 8.0 – Additional Data Review (if necessary)

The Consultant shall review test data, *etc.* obtained by LDEQ and other third parties as it relates to future site assessment and/or remediation efforts. This may include current or future pilot programs, which may impact DOTD's use of its current or proposed right of way. Various pilot efforts have been tested by ConocoPhillips in the project area to more aggressively remediate the EDC contamination. These included Electrical Resistance Heating (ERH) Large Diameter Argue Steam Remediation, Bio-Remediation, and *etc.*

ELECTRONIC DELIVERABLES

Consultant hereby agrees to produce electronic deliverables in conformance with DOTD Software and Deliverable Standards for Electronic Plans document in effect as of the effective date of the most recent contract action or modification, unless exempted in writing by the Project Manager.

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Consultant is also responsible for ensuring that sub-consultants submit their electronic deliverables in conformance with the same standards. DOTD Software and Deliverable Standards for Electronic Plans document and DOTD CAD Standards Downloads are available via links on the DOTD web site.

Consultant shall apply patches to CAD Standard Resources and install incremental updates of software as needed or required. Consultant hereby agrees to install major updates to software versions and CAD Standard Resources in a timely manner. Major updates of CAD standards and software versions shall be applied per directive or approval of the DOTD Design Automation Manager. Such updates will not have a significant impact on the plan development time or project delivery date, nor will they require Consultant to purchase additional software. Prior to proceeding with plan development, Consultant shall contact the Project Manager for any special instructions regarding project-specific requirements.

In the event that any Digital Plan Delivery Standard conflicts with written documentation, including DOTD plan-development Manuals, the Digital Plan Delivery Standard governs. Consultant is responsible for contacting the Project Manager should questions arise.

Consultant shall upload (or check in) electronic deliverables directly into the DOTD ProjectWise repository at each plan delivery milestone. Consultants are responsible for performing certain operations at each milestone including, but not limited to, the following:

- Upload (or check in) CAD plan deliverables to the discipline “Plans” folder
- Apply and maintain indexing attributes to CAD plans (and other deliverables as needed)
- Publish PDF format plan submittals in ProjectWise using automated publishing tools
- Digitally sign PDF format plan submittals in ProjectWise according to DOTD standards and procedures (Final Plans, Revisions and Change Orders). Signatures shall be applied in signature blocks provided with electronic seals and Title Sheets.

Additionally, after reviewing deliverables for each submittal milestone, the Project Manager shall notify Consultant regarding the availability of two automatically-generated informational reports in ProjectWise. These reports document the completion status and other information regarding indexing attributes and CAD standards. Consultants shall take these reports into account and make any necessary adjustments to plans before the next submittal milestone; or sooner, if directed by the Project Manager.

SPECIFIC SOFTWARE AND / OR EQUIPMENT DESIRED

- Specialty access equipment may be required for well installation due to difficult working conditions (wetland / flooded area)

ATTACHMENT B – MINIMUM PERSONNEL REQUIREMENTS (MPRs)

The following requirements must be met at the time the proposal is submitted:

1. At least one (1) principal of the prime consultant shall be a registered professional engineer in the state of Louisiana.
2. At least one (1) principal or other responsible member of the prime consultant shall be currently registered in the state of Louisiana as a professional engineer in civil engineering.
3. At least one (1) principal or responsible member of the prime consultant shall be a professional civil or environmental engineer, registered in the state of Louisiana, and shall have a minimum of five (5) years of experience in responsible charge of environmental engineering projects.
4. At least one (1) professional engineer, registered in the state of Louisiana, shall have a minimum of five (5) years of experience in geotechnical engineering in Louisiana soils.
5. At least one (1) professional geoscientist, registered in the state of Louisiana, shall have a minimum of five (5) years of experience in geology and groundwater in Louisiana soils.
6. At least one (1) professional engineer, registered in the state of Louisiana, shall have a minimum of five (5) years of experience in Phase II environmental site assessment (ESA) involving subsurface behavioral analysis of dense nonaqueous phase liquids (DNAPL) and their derivatives in various soils and/or geoformations.
7. At least one (1) certified hazardous waste supervisor with 40 hours 29 CFR 1910.120 Hazardous Worker Course, Levels B, C, and D, shall have a minimum of three (3) years of experience in hazardous waste management.

MPRS ARE TO BE MET BY SEPARATE INDIVIDUALS OF THE PRIME CONSULTANT, UNLESS STATED OTHERWISE BELOW.

MPR Nos. 1 through 3 may be met by the same person.

MPR Nos. 5 through 7 must be met by separate individuals and may be satisfied through the use of a sub-consultant(s).

NOTE: WHEN SATISFYING A MINIMUM PERSONNEL REQUIREMENT, PLEASE ENSURE THE RÉSUMÉ REFLECTS REQUIRED EXPERIENCE AS REQUESTED.

- Please note the number of MPRs are minimal; however, all relevant personnel necessary to perform the Scope of Services must be identified in Section 14 of the DOTD Form 24-102 and their resumes included in Section 16 of the DOTD Form 24-102.