

August 14, 2007

**STATE PROJECT NO. 700-99-0440
F.A.P. NO. STP-9907(527)
RETAINER CONTRACT FOR
STAGE 0 STUDIES
STATEWIDE**

ADDENDUM NO. 1

SCOPE OF SERVICES

The services to be rendered for this Retainer Contract shall consist of the following Stage(s) and Part(s):

Stage 0: Feasibility Studies

Part I: Feasibility Study and Scoping Studies

Part II: Environmental Inventory

The selected Consultant should have a comprehensive professional engineering knowledge of the transportation system across all modes, as well as an in-depth knowledge of the DOTD's planning, programming, and environmental processes, federal funding mechanisms, design standards, and knowledge of project management techniques.

The selected Consultant will be required to provide some or all of the following services for each Task Order (TO):

1. Prepare Stage 0, Part I: Feasibility Studies as requested by the DOTD's Scoping Unit. The Stage 0 studies/checklists must be prepared in accordance with the DOTD's, Stage 0: Manual of Standard Practice, found at: <http://www.dotd.louisiana.gov/doclist.asp?ID=63>.
2. Discuss and explain the purpose and need for the project in detail in the feasibility study and/or checklist.
3. Obtain, organize, and review the engineering data required to prepare the studies/checklists. It may include, but is not limited to the following:
 - Existing traffic data
 - Accident data
 - Existing highway plans (As-Builts)
 - Utility information
 - Previous studies and reports
 - Unit cost data
 - Map to identify project site
 - Aerial photography

4. Provide geometric layouts of reasonable alternatives using aerial photography and the DOTD's design standards.
5. Establish approximate right-of-way limits and area based on a standard template. Depict both the apparent right-of-way and the required right-of-way on the geometric layouts.
6. Develop preliminary cost estimates for each alternative based on unit cost data. The estimates will include the costs associated with engineering, environmental, construction, right-of-way acquisition, utility relocation, and contingencies.
7. Complete the DOTD's Environmental Checklist and include it in the feasibility study. Analysis of each alternative, including the no build, will be made to the extent practicable. Items to be considered include, but are not limited to: social, economic, historic, cultural, recreational, archaeological, noise, air, wetlands, flood plains, endangered or threatened species and/or their habitat and farmland. Identify and define the apparent environmentally sensitive areas, hazardous material sites, and natural or man-made constraints to project development within the project's limits, using field reconnaissance and aerial photography. This task includes the use of publicly available data sets and field review to locate community resources, utilities, etc. In some cases, a complete environmental inventory will be necessary.
8. Recommend a preliminary alternative based on a preliminary purpose and need, traffic analysis, alignment, cost estimates, environmental impacts, etc.
9. Review the preliminary alignment of the apparent and recommended alternative configuration with the DOTD to discuss the workability and development of each alternative configuration.

MINIMUM PERSONNEL REQUIREMENTS

The following requirements must be met at the time of submittal:

1. At least one Principal of the Prime-Consultant must be a Professional Engineer registered in the State of Louisiana.
2. At least one Principle or a responsible member of the Prime-Consultant must be a Professional Civil Engineer registered in the State of Louisiana.
3. The Prime-Consultant must also employ on a full time basis, a minimum of two Professional Civil Engineers registered in the State of Louisiana, one with at least five years experience in roadway design, and one with at least five years experience in bridge design, and a corresponding support staff.
4. The Prime-Consultant must also employ on a full-time basis, or through the use of a Sub-Consultant(s):
 - a) One Environmental Professional with a minimum of three years experience.
 - b) One Wetlands Biologist with a degree in Biology or a related field, and three years experience in wetland delineations.

- c) One Principal Investigator for the archaeological work must meet Archaeological Qualifications as published in the Louisiana Register on April 20, 1994.
- d) One Professional Civil Engineer, registered in the State of Louisiana, with a minimum of five years experience in traffic analysis.
- e) One Environmental Professional experienced in the preparation of documents in accordance with the National Environmental Policy Act (NEPA) for the Federal Highway Administration (FHWA).