

SCOPE OF SERVICES

The services to be rendered for this Project shall consist of the following Stages and Parts:

- Stage 0: Feasibility Studies
 - Part I: Feasibility Study
- Stage 3: Design
 - Part III: Preliminary Plans
 - Part IV: Final Plans
- Stage 5: Construction
 - Part I: Construction Support
 - Part II: Shop Drawings

The services to be performed by the Consultant are described more specifically as follows:

Economic Benefit Study Development (Stage 0: Feasibility Studies, Part I: Feasibility Study)

The Consultant will perform an Economic Benefit Study for use in pursuing an alternative funding source, Truman-Hobbs in particular, for the replacement of the existing low-level swing span bridge on LA 302 over Bayou Barataria at Jean Lafitte. The study will include the location, assembly, evaluation, and presentation of information with respect to marine and bridge traffic at the site, existing bridge closure and damage frequency, local demographics and economic concerns, cost estimates and economic evaluations. The results of the study will be assembled by the Consultant into a report to be submitted to the United States Coast Guard (USCG) and other state and federal government agencies to determine eligibility and apply for funding.

As the report will be used by the USCG to make the determination of qualification for Truman-Hobbs funds, the Consultant will reference *Title 33 – Navigation and Navigable Waters, Chapter 1- Coast Guard, Department of Transportation, Section 116 – Alteration of Unreasonably Obstructive Bridges* in the preparation of the document in order to assure that all issues are addressed. The tasks to be performed by the Consultant will include, but are not limited to, the following:

1. **Compilation of Complaints** – The Consultant will review all comments and/or complaints received previously as part of the Bayou Barataria Bridge Replacement EIS Project. Additionally, the Consultant will schedule and coordinate meetings with maritime interests and other concerned parties in the area for the purpose of soliciting input regarding obstructions to navigation due to the existing bridge. The comments and/or complaints will be assembled into report form to submit to the USCG.
2. **Preliminary Review of Complaints** – The Consultant will assist the USCG District Commander in reviewing complaint documents and informal

discussions with parties who submit concerns to determine if a Preliminary Investigation is warranted. The Consultant shall also review the documented maritime accident history at the bridge site as part of this determination and prepare a summary of the findings.

3. **Preliminary Investigation** – If deemed warranted, the Consultant shall prepare a Preliminary Investigation Report which will summarize the information gathered previously including, but not limited to, existing bridge type and location, marine traffic volume, complaints received, accident documentation, and potential benefits to improvements to or replacement of the bridge. The Consultant will then meet with the USCG and all other involved agencies to determine if continued pursuit of Truman-Hobbs funding is warranted.
4. **Detailed Investigation** – The Consultant will be responsible for conducting a document for the Detailed Investigation and preparing the Report as required by the USCG in Title 33. The Report shall also include estimated cost information for the design and construction of the replacement structure which will be compared to the estimated navigational benefits to establish a benefit/cost ratio. The Report will be used to determine whether the existing bridge will be declared an “unreasonable obstruction to navigation.”
5. **Public Hearings** – The Consultant will schedule, coordinate and participate in any Public Hearings determined to be necessary by the USCG to allow input from any parties of interest in the vicinity of the existing bridge site. This will include preparing the notices, advertisements, exhibits and presentations as well as compiling all input received and preparing a Public Hearing Summary.
6. **Review and Evaluation** – The Consultant will prepare a Decision Analysis including a Benefit/Cost Analysis and Benefit/Cost ratio to be used in determining the “need” for a new bridge. The Analysis will also include details of the proposed new structure including horizontal and vertical clearances and detailed explanations as to the necessity of a replacement bridge.
7. **Order to Alter** – Should the USCG determine necessary, the Consultant will prepare the Order to Alter as specified in Title 33 on behalf of the USCG.

Stage 3: Design, Part III: Preliminary Plans

Preliminary Road and Bridge Design – The Consultant will be responsible for producing Preliminary Plans for the approach roadway and approach bridge spans for the replacement of the Bayou Baratavia Bridge at Jean Lafitte. The bridge will be designed in accordance with the latest AASHTO LRFD Bridge Design Specifications and will consist of slab spans, pre-stressed girder spans and steel girder spans supported by concrete pile and column bents. The bridge will also include a steel girder bascule span to be designed by DOTD, therefore close coordination and cooperation during the design process is required.

During the progress of each previously described phase of work, intermediate submissions will be made to the DOTD for review and comment at the 60% and

90% levels of completion. Comments received as a result of the submissions will be discussed with the DOTD and incorporated into the final submittal of that respective phase as warranted.

All designs and drawings will comply with the requirements of the DOTD Bridge Design Manual, DOTD Roadway Design Procedures and Details Manual and the current edition of the DOTD Road and Bridge Specifications. Where it is necessary to depart from the Road and Bridge Specifications or augment them, Supplemental Special Provisions will be written.

All drawings will be developed using MicroStation, and they will comply with the DOTD CADD standards.

ADDITIONAL SERVICES

The scope of services, compensation and contract time for future engineering services will be established by Supplemental Agreement(s) for the following:

Stage 3: Design

Part IV: Final Plans

Stage 5: Construction Support

Part I: Construction Support

Part II: Shop Drawings

CONTRACT REQUIREMENTS

The selected Consultant will be required to execute the contract within 10 days after receipt of the contract.

INSURANCE - During the term of this contract, the Consultant will carry professional liability insurance in the amount of \$1,000,000. The Prime-Consultant may require the Sub-Consultant(s) to carry professional liability insurance. This insurance will be written on a "claims-made" basis. Prior to executing the contract, the Consultant will provide a Certificate of Insurance to DOTD showing evidence of such professional liability insurance.

AUDIT - The selected Consultant/Team will allow the DOTD Audit Section to perform an annual overhead audit of their books, or provide an *independent* Certified Public Accountant (CPA) audited overhead rate. This rate must be developed using Federal Acquisition Regulations (FAR) and guidelines provided by the DOTD Audit Section. In addition, the Consultant/Team will submit semi-annual labor rate information, when requested by DOTD.

DBE – The selected Consultant/Team will have a DBE/WBE goal of 8% of the contract fee. DBE participation will be limited to the firms listed on the LA DOTD approved certification list.

The selected Consultant/Team will maintain an approved Project Cost System, and segregate direct from indirect cost in their General Ledger. Pre-award and post audits, as well as interim audits, may be required. For audit purposes, the selected Consultant/Team will maintain accounting records for a minimum of five years after final contract payment.

Any Consultant currently under contract with the DOTD and who has not met all the audit requirements documented in the manual and/or notices posted on the DOTD Consultant Contract Services Website (www.dotd.louisiana.gov), will not be considered for this project.