

**"This is only the scope of work for the project. For more information, interested parties should contact Procurement at [purchasing@stp.gov.org](mailto:purchasing@stp.gov) to ensure receipt of a full project package, to be listed as a plan holder and to ensure any addenda to the project package are received."**

## **Attachment A**

### **Scope of Work/Services**

The 10-acre detention pond for the Brewster Rd/LA 1077 Pond project will be located on undeveloped land in the vicinity of the intersection of Brewster Rd and LA Hwy 1077 within the upper portion of the Bayou De Zaire watershed in unincorporated Madisonville. Provider to utilize the Brewster Road Regional Drainage Study prepared by H Davis Cole (HDC) dated 2/28/2018. The pond design shall include any immediate downstream or upstream drainage improvements deemed necessary to facilitate connectivity to the pond which may include but not limited to cross drains, side drains, storm drains, and ditches.

Services include but are not limited to the following:

#### Task 1- Drainage Study

Provider shall provide engineering services, as required to study in detail the hydrology and hydraulics of the proposed pond. The study will be done in order to re-evaluate the benefits and verify the pond design criteria as compared to the HDC study. The provider may utilize the existing Flo-2D software hydrologic and hydraulic model data created by HDC.

#### Task 2- Preliminary Plans

Provider shall provide engineering services, as required to complete the updated layout and configuration of the pond. This item shall include all geotechnical, surveying, and title work services necessary to provide preliminary plans. Services may include, but are not limited to:

- topographic survey of the project area;
- geotechnical investigation of underlying soils;
- engineering services for preliminary pond design work;
- boundary survey of right-of-way and adjoining property lines within the project area; and
- right-of-way survey maps to facilitate property acquisition.

Submittals will be broken down into 30%, 60%, and 90% preliminary design. Preliminary opinion of probable cost shall be submitted as part of the final preliminary design plans submittal.

#### Task 3- Environmental

Provider shall provide all coordination efforts necessary to acquire LADNR Coastal Use, USACE Section 404 permit and all other permitting necessary by providing any documentation and assistance needed to complete the permitting process. Prior to submittal of permit application, provider shall consult with US Fish and Wildlife Service (USFWS) and State Historic Preservation Office (SHPO) to identify any locations within the proposed project area that may be considered sensitive to endangered or threatened species and cultural or historic resources.

## Optional Tasks

### Task 4- Final Plans (OPTIONAL)

Provider shall provide engineering services, as required, to generate final plans and bid documents in the Parish format. Submittals will be broken down into 90% and 100% final design. 100% final set to include bid documents in the Parish format, design drawings, and technical specifications. Final opinion of probable cost shall be submitted as part of 100% final submittal. Provider shall prepare bid documents, providing at least 10 sets of bidding documents, one electronic set and one complete copy of the Auto Cad drawing files. Provider shall assist during the bidding phase by preparing addenda in the Parish format to respond to inquiries, assisting with pre-bid meeting and tabulating bid results, as requested by the Parish.

### Task 5- Construction Administration and Inspection (OPTIONAL)

Provider to provide construction administration and inspection services typically performed by the Project Engineer during construction. Services to be determined upon satisfactory completion of final plans. Services include, but are not limited to:

- attend the pre-construction meeting;
- construction engineering support including construction drawing review, submittals review, shop drawing review, request for information support, Contractor proposals, change order assistance, progress meeting attendance, pay application review, etc.;
- visit the project site as required to check construction for conformity;
- substantial completion walk-through inspection with punch list preparation;
- final walk-through inspection to verify completion of punch list; and
- submittal of as-builts, owner manuals and warranty information to Parish.

### Task 6- Materials Sampling and Testing (OPTIONAL)

Provider to provide all materials sampling and testing services typically performed by the Materials Testing Laboratory during construction. Services to be determined upon satisfactory completion of final plans. Services include, but are not limited to:

- Soil Gradation and Classification
- Concrete Slump, Temperature, and Air
- Concrete Compressive Strength
- Optimum Moisture and Density
- Field Density

The term of the Contract shall be three hundred sixty-five days (365) with the option to amend to elect optional Tasks 4, 5, & 6 services and/or as determined necessary by the Parish. Amentment is at the Parish's option and upon acceptance of the Provider.

## References

1. AASHTO Standards
2. ASTM Standards
3. DOTD Test Procedures

4. DOTD Materials Sampling Manual
5. DOTD Location and Survey Manual and Addenda
6. Louisiana Standard Specifications for Roads and Bridges
7. Manual on Uniform Traffic Control Devices
8. National Environmental Policy Act (NEPA)
9. National Electrical Safety Code
10. National Electrical Code (NFPA 70)
11. Code of Federal Regulations 29 CFR 1926 (OSHA)