

"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 bid package, to be listed as a plan holder and to ensure any addenda to the bid package are received."

Provider shall provide engineering design services for the Stone Road to Powell Drive Extension project in Slidell, LA (S34-T08S-R14E) which consists of a new roadway to extend the existing Stone Road northward to Powell Drive and improvements to an existing portion of Powell Drive. At this time the Parish is contracting for Phase I Design. At the conclusion of Phase I, the Parish may amend the Contract to include Phase II Construction tasks: Construction Management and/or Inspection Services as required. Parish reserves the right to include Phase II, pending funding and constraints.

General

Provider shall submit a design schedule or timeline for each task and provide a status report as requested by the Parish. Parish shall provide written notification to the Provider prior to beginning each task. Provider shall attend all meetings with the Parish regarding the status of the Project including, but not limited to, the kick-off meeting, progress meetings, pre-bid meeting, and preconstruction meetings.

Phase I Design

Task 1 – Conceptual Design

Provider shall develop conceptual design plans for constructing a new roadway from Stone Road northward, as well as improvements to an existing portion of Powell Drive to accommodate industrial traffic. An approximate alignment has been identified in a previous project, as shown in the location map (Attachment "A"), but the design will not be strictly governed by it. Provider will work with the Parish to determine the final alignment.

Conceptual plans will include proposed typical cross sections for the roadway and drainage. The plans may be based on the site survey and other information existing along the proposed route. If applicable, the Provider shall identify the need for relocation of existing utilities.

Provider shall identify potential conflicts and suggest possible solutions. This will include coordinating with the LA DOTD to determine the type of intersection required at the intersection of Powell Drive and US Hwy 11. Provider shall coordinate with the Parish to ensure that any drainage improvement projects connecting to the drainage of this project are incorporated into the design.

Deliverables shall include one (1) electronic copy of conceptual design plans, and an Opinion of Probable Costs. Construction costs shall be based on an asphalt roadway and shall include drainage, right-of-way acquisition for any improvements outside of existing right-of-way, utility relocations costs, environmental costs, and engineering design services per Task 4.

Task 2 – Construction Plans & Specifications

Upon Parish review and written approval of Task 1 – Conceptual Design, Provider will begin Task 2 – Construction Plans & Specifications.

Part 1 - 60% Plans & Specifications:

Provider shall submit one (1) electronic and one (1) hard copy set of 60% Plans, Specifications, and Opinion of Probable Cost. Specifications shall include preliminary Technical Specifications in the Construction Divisions Master Format, LADOTD, or other acceptable format.

The 60% plans shall include a drainage plan that will not inhibit drainage from or cause adverse effects to adjacent properties. Calculations supporting drainage capacity of proposed drainage structures shall also be submitted with these plans. Roadside drainage shall be designed for the 10 year storm and main trunk lines and laterals shall be designed for the 100 year storm, unless otherwise specified by the Parish.

Parish will review the 60% submittal and submit comments to the Provider. Depending on the quantity and content of comments, a meeting may be required. All comments must be resolved prior to the Parish authorizing work on Part 2 of Task 2.

Part 2 – 100% Plans & Specifications:

Upon Parish review and written approval of Task 2 Part 1 – 60% Plans and Specifications, Provider will begin Task 2 - Part 2 – 100% Plans & Specifications.

Provider shall provide one (1) electronic set and one hard copy set of the draft 100% plans, specifications, and an Opinion of Probable Cost. Parish will review the submittal and send comments to the Provider. Depending on the quantity and content of comments, a meeting may be required. All comments from the Parish, as well as all comments from permitting and regulatory agencies, must be resolved and approved by the Parish prior to moving to Task 3 Bidding and Contracting Phase.

Once comments are resolved, Provider shall work with the Parish to finalize the plans and specifications into the Parish's front-end documents and format for bidding. Provider shall include the construction time estimate in calendar days and recommend the contractor's license/project classification for the project. Technical Specifications shall be in the Construction Divisions Master Format, LA DOTD, or other acceptable format.

Task 3 - Bidding and Contracting Phase

Upon Parish review and written approval of Task 2 - Part 2 – 100% Plans & Specifications, Provider will begin Task 3 – Bidding and Contracting Phase.

Final Plans and Specifications shall be stamped, signed, and dated by a Professional Civil Engineer currently licensed in the State of Louisiana. Provider shall assist Parish with preparing the final bidding documents for bidding. Provider shall provide, at the Parish's request, at least fifteen (15) sets of bidding documents and additional sets as required, one (1) electronic set, and one (1) complete copy of the Auto Cad, Word, Excel or other raw data files. A final engineer's Opinion of Probable Cost, stamped and signed by a Louisiana licensed Civil Engineer, shall be included with this delivery.

Provider shall assist the Parish with conducting the Pre-Bid Conference and prepare meeting minutes. Provider shall prepare addenda in the Parish format to address inquiries and Parish shall issue any required addenda with the Provider's assistance. Provider shall review and tabulate bids and make recommendation on acceptance of bids as required.

Task 4 – Engineering Design Services

4.1 Survey: Provider shall procure and coordinate all topographic surveys, cross-sections, base maps, and parcel maps required for the project. All surveys shall be stamped, signed, and dated by a Professional Land Surveyor currently licensed in Louisiana.

These maps shall identify all existing State and/or Parish rights-of-way. Property corners shall be clearly marked for the existing and required right of way. Land surveys for the acquisition of additional rights-of-way necessary for this project shall also be prepared. Survey shall include the location and owners of all existing utilities located within the existing and required right-of-way. Provider shall conduct research using parcel maps, right-of-way drawings, utility as-builts, LIDAR and any other reasonable methods to acquire enough information about the property in the proposed alignment to determine accurate cost estimate and to produce a constructible design.