2022 RC Refresher Training

Consultant Procurement

Outline



23 CFR PART 172 OVERVIEW



LOCAL PROJECTS
PROCUREMENT
PROCESS



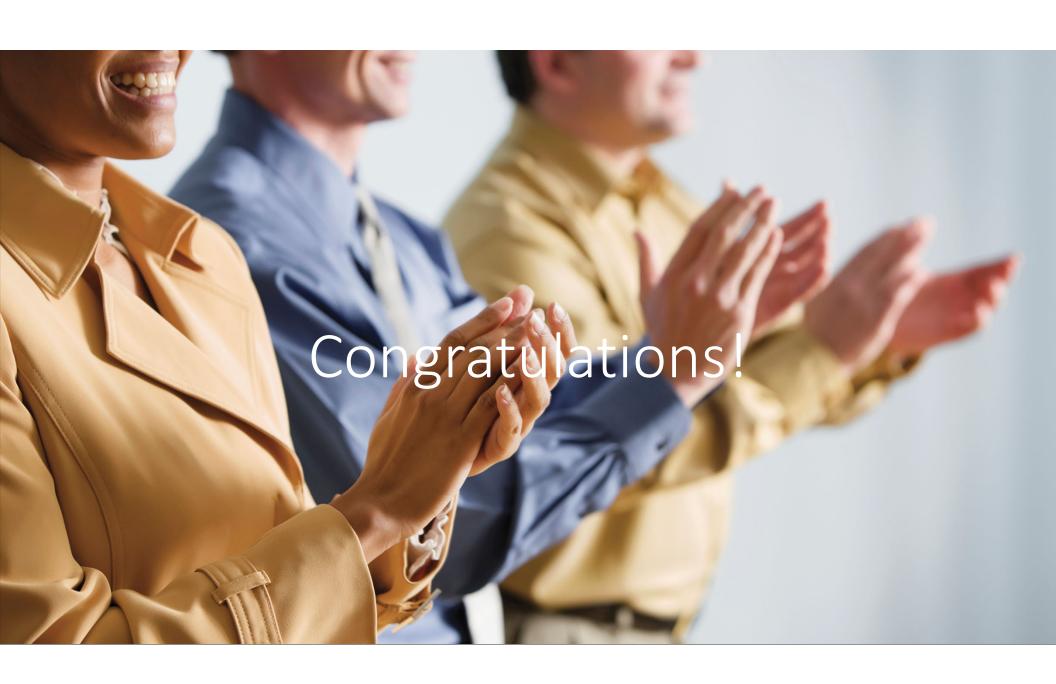
UPDATES TO SCOPE OF SERVICES



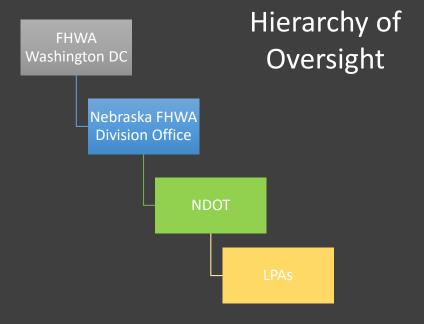
CASE STUDY



LESSONS LEARNED

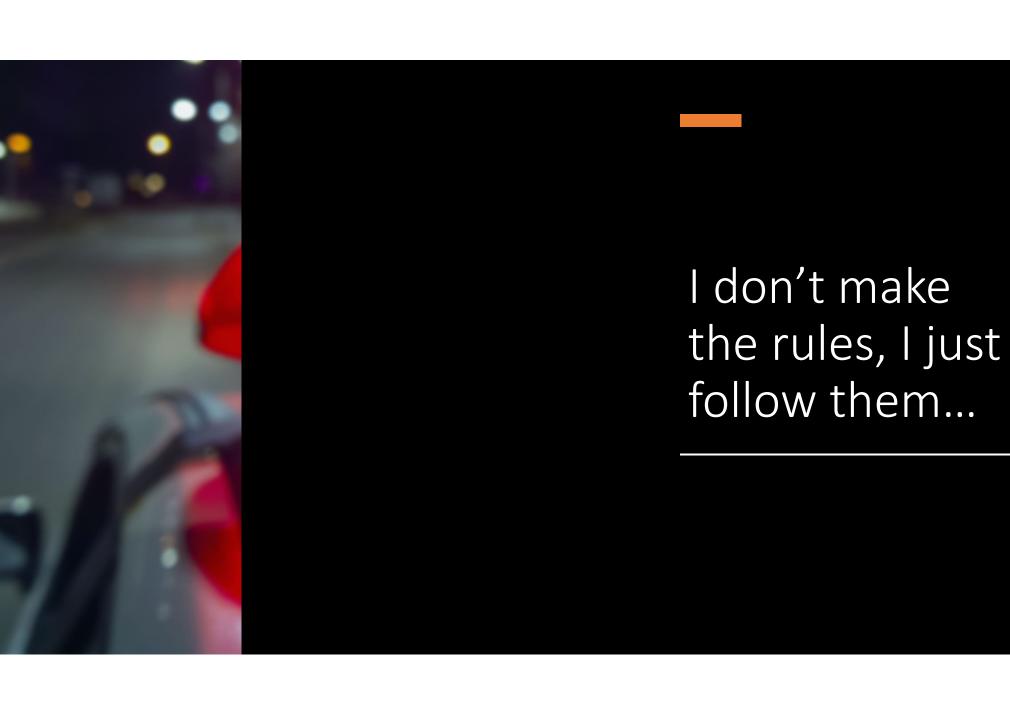






Nebraska DOT & NE-FHWA Stewardship Agreement:

"...The NDOR may permit local public agencies (LPAs) to carry out the NDOR's assumed responsibilities on locally administered projects. The NDOR is responsible and accountable for LPA compliance with all applicable Federal laws and requirements..."



- Competitive Negotiation
 - Brooks Act established Qualifications Based Selection (QBS)
 - Process:
 - 1. Public solicitation
 - 2. Submission of qualifications
 - 3. Evaluation of statements
 - 4. Short-list
 - 5. Interviews of firms
 - 6. Ranking of at least three of the most qualified firms
 - 7. Negotiation with top ranked firm

Clear scope of work and description of project

RFQ-2006



NEBRASKA Request for Qualifications

Good Life. Great Journey. DEPARTMENT OF TRANSPORTATION

Professional Services for Preliminary Engineering (PE) Services for RFQ-2006; Lexington East Viaduct, RRZ-TMT-1705(3) CN 61457 Project

February 2020

Statements of Qualifications are due Wednesday, March 11, 2020, by 4:00 P.M.

GENERAL

Dawson County is proposing to construct a new three-lane, grade-separated viaduct along East 29th Avenue over the existing double-track mainline and single siding track of the Union Pacific Railroad (UPRR). The proposed Lexington East Viaduct located in Dawson County, Nebraska, is on the eastern fringe of the City of Lexington. The proposed project is being developed as a federal-aid project with the Federal Highway Administration (FHWA) as the lead federal agency, and the Nebraska Department of Transportation (NDOT) and Dawson County as project sponsors.

An Environmental Assessment was prepared for this project with a Finding of no Significant

Dawson County is proposing to construct a new three-lane, grade-separated viaduct along East 29th Avenue over the existing double-track mainline and single siding track of the Union Pacific Railroad (UPRR). The proposed Lexington East Viaduct located in Dawson County, Nebraska, is on the eastern fringe of the City of Lexington. The proposed project is being developed as a federal-aid project with the Federal Highway Administration (FHWA) as the lead federal agency, and the Nebraska Department of Transportation (NDOT) and Dawson County as project sponsors.

> prior to responding to this RFQ. By submitting a statement of qualifications in response to this RFQ, Consultant, and all sub-consultants, agree to meet the substantive requirements of these documents. These documents can be found on NDOT's website. An agreement will not be executed unless consultant provides a current overhead schedule and proof of meeting the insurance requirements in the form of an Insurance ACORD. Further information regarding insurance, including a checklist to assist in submitting an acceptable certificate, can be found at https://dot.nebraska.gov/business-center/consultant/insurance/.

> The NDOT is seeking a statement of qualifications from consultants who wish to be considered to provide these services. The selected consultant will be required to follow the LPA Guidelines Manual for Federal-Aid Projects and all applicable Federal and State requirements and procedures for the local federal-aid projects.

> > Page 1 of 8

Anticipated work categories

RFQ-2006

This RFQ does not commit the NDOT to award a contract, to pay any costs incurred in the preparation of a response to this request, or to procure or contract for services. The NDOT reserves the right to accept or reject any or all responses received as a result of this request, to negotiate with any qualified consultant or to modify or cancel in part or in its entirety the RFQ, if it is in the best interest of the NDOT to do so.

In accordance with Nebraska Revised Statute <u>84-712</u> et.seq., Nebraska Public Records Act, documents provided to NDOT are public records subject to disclosure unless consultant requests in writing that documents must be kept confidential and can demonstrate that such records are confidential under federal or state law.

SCOPE OF SERVICES

Standard Work Categories anticipated on this project are:

103 Traffic Operation Studies
104 Traffic Operation Design
106 Highway Design – Minor (Urban)
107A Bridge Design – Moror
202 Engineering Surveying
204 Land Surveying
206A Pavement Design
207 Geological Studies
209 Hydraulic and Hydrologic Studies
210 Right of Way Design (includes land ownership research, ROW plans, legal descriptions / plats)
211 Public Involvement

Standard Work Categories anticipated on this project are:

- 103 Traffic Operation Studies
- 104 Traffic Operation Design
- 106 Highway Design Minor (Urban)
- 107A Bridge Design Major
- 202 Engineering Surveying
- 204 Land Surveying
- 206A Pavement Design
- 207 Geological Studies
- 209 Hydraulic and Hydrologic Studies
- 210 Right of Way Design (includes land ownership research, ROW plans, legal descriptions / plats)
- 211 Public Involvement

Evaluation factors with weight of importance

EVALUATION CRITERIA

Short List (100 pts)

A. QUALIFICATIONS (50 PTS)

- Qualifications of the project manager and key team members to perform the services described in the Scope of Services.
- Qualifications and capability of key sub-consultants to perform the services outlined in this RFQ.
- 3. Consultant has demonstrated ability to manage project teams with multiple sub-
- Consultant has the necessary computer technology, as listed above, to provide the services required.
- Consultant has demonstrated they will allocate appropriate and sufficient staff resources or qualified sub-consultants to meet project objectives and schedules.
- 6. Applicability and relevance of comparable projects provided by Consultant.
- Knowledge of NDOT Roadway Design Manual, Nebraska Board of Public Roads Minimum Design Standards, Federal Design Standards, and AASHTO's "A Policy on Geometric Design of Highways and Streets".

Page 5 of 8

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Page 5 of

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Evaluation factors with weight of importance

RFQ-2006

 Knowledge of the NEPA process and adhering to the purpose and need of the project.

B. PERFORMANCE DATA (25 PTS)

 Cooperation, communication, and timeliness of deliverables with NDOT and/or LPA staff on previous projects. If the consultant's team has no experience with NDOT, the consultant should include three (3) references in their response, includina

Final Selection (100 pts)

A. QUALIFICATIONS (50 PTS)

- Qualifications of the project manager and key team members to perform the services described in the Scope of Services.
- Qualifications and capability of key sub-consultants to perform the services outlined in this RFQ.
- Consultant has demonstrated ability to manage project teams with multiple subconsultants.
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- Consultant has demonstrated they will allocate appropriate and sufficient staff resources or qualified sub-consultants to meet project objectives and schedules.
- 6. Applicability and relevance of comparable projects provided by Consultant.
- Knowledge of NDOT Roadway Design Manual, Nebraska Board of Public Roads Minimum Design Standards, Federal Design Standards, and AASHTO's "A Policy on Geometric Design of Highways and Streets".
- Knowledge of the NEPA process and adhering to the purpose and need of the project.

B. ABILITY TO PERFORM THE WORK (20 PTS)

- Consultant demonstrated they have adequate staff available to complete the contracted project(s) in an acceptable time frame.
- Consultant demonstrated their sub-consultants are available to complete the work in an acceptable time frame.

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Estimated schedule of procurement process and submittal deadlines

RFQ-2006

Consultant has demonstrated how the new work will fit within their existing workload, both with NDOT and other clients.

C. QUALITY OF INTERVIEW (20 PTS)

- 1. Consultant's interview was clear and concise.
- 2. Consultant addressed evaluation factors and covered design issues adequately.
- 3. Consultant answered committee questions logically and thoroughly.

D. APPROACH TO THE PROJECT (10 PTS)

- Consultant demonstrated they understand nature and scope of the projects to be assigned under this on-call agreement.
- The consultant has recognized and identified special circumstances to be considered for the projects.
- Consultant provided a logical approach to complete tasks and resolve issues of the project.

SCHEDULE OF ACTIVITIES	Date (2020)	Time (CST)
RFQ Posted	Feb 20	
Last Day Updates to RFQ may be posted	March 4	4:00 PM
NDOT Form 497 & Drug-Free Workplace Policy on File at NDOT	March 4	4:00 PM
Statement of Qualifications Due	March 11	4:00 PM
Post Short-List Consultants & Interview Schedule	March 26	4:00 PM
Interview	April 8	9:00 - 11:30 am
Post Final Selections	April 10	4:00 PM

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tables, resumes, or photos.

DR Form 498, "Architect, Engineer, & Related Services Supplement to Statement
 of Qualifications" (under heading 'Forms') not to exceed six (6) pages for the

Page 7 of 8

Any additional information consultants should know

RFQ-2006

consultant and six (6) pages for each sub-consultant. A separate DR Form 498 must be submitted for each sub-consultant to be used.

Additional submittal requirements are:

- All material in the submittal must be sized for 8½ x 11 paper printed single-sided, single or double spaced.
- Submittal covers and dividers between the sections are allowed and not included in the page limit.

INTERVIEWS

Interview date and times for short-listed consultants will be posted on NDOT's website. Interviews will be capped at 20 minutes, followed by up to 10 minutes of Q&A with the selection committee members.

The NDOT will make every effort to post the short-listed consultants and the interview schedule on the NDOT's website prior to the deadline identified in the Schedule of Activities.

The NDOT selection committee will conduct interviews with the short-listed consultants via telephone. Consultant may contact the Consultant Services Engineer to make any special arrangements.

Upon completion of all the interviews and approval of the Director, the selected consultant will be notified by telephone. The NDOT will make every effort to post the final selection on the NDOT's website prior to the deadline identified in the Schedule of Activities.

Kyle Schneweis, P.E., Director Nebraska Department of Transportation

EQUAL OPPORTUNITY EMPLOYER

- Competitive Negotiation
 - Brooks Act established Qualifications Based Selection (QBS)
 - Process:
 - 1. Public solicitation
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 - 3. Evaluation of statements
 - 4. Short-list
 - 5. Interviews of firms
 - 6. Ranking of at least three of the most qualified firms
 - 7. Negotiation with top ranked firm

3. Evaluation Do's and Don'ts

- Assess competence and qualifications for services solicited.
- Evaluate proposals based on criteria that was established in RFQ
- Price and location <u>cannot</u> be used

- Competitive Negotiation
 - Brooks Act established Qualifications Based Selection (QBS)
 - Process:
 - 1. Public solicitation
 - 2. Submission of qualifications
 - 3. Evaluation of statements
 - 4. Short-list
 - 5. Interviews of firms
 - 6. Ranking of at least three of the most qualified firms
 - 7. Negotiation with top ranked firm

23 CFR § 172.9 - Contracts and Administration

Contract types:

- Multi-phase
- Project-specific
- On-call or Indefinite Delivery/Indefinite Quantity (IDIQ)
- Specify max length of contract period, cannot exceed 5 years
- Specify max total contract dollar amount that may be awarded

Payment methods:

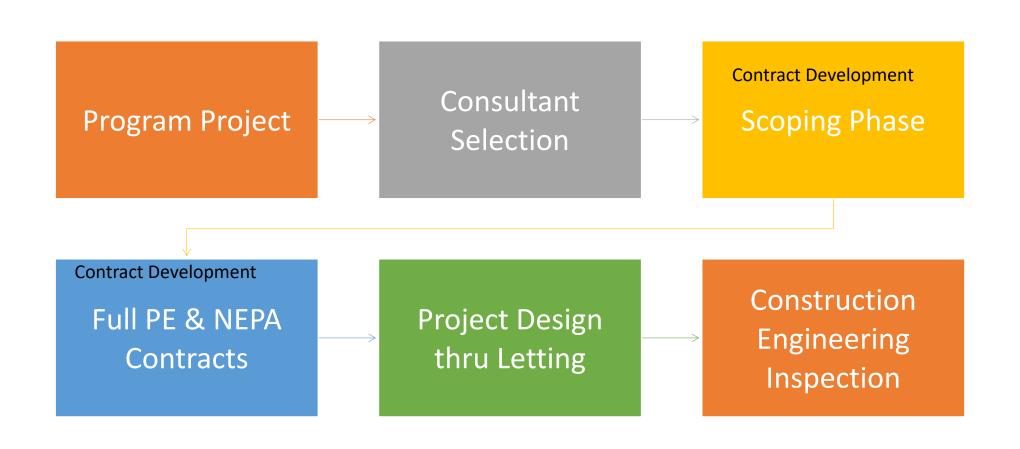
- Lump Sum (LS), Cost Plus Fixed Fee (CPFF), or Specific Rates of Compensation (SRC)
 - The contract must specify a maximum amount payable, which cannot be exceeded unless adjusted by a contract modification (Consultant Work Order/Supplement)

23 CFR § 172.9 - Contracts and Administration

What is required of us?

- Contract Provisions (addressed in agreement language)
- Responsible Charge
 - Roles & Responsibilities
- Consultant Performance Evaluation
- Contract Modification
 - Consultant Work Order/Supplemental Agreement

Local Projects <u>Procurement Process</u>



Programming Project

- Receive approved NDOT-530
 - Identifies method of consultant procurement
- Conflict of Interest Disclosure Forms



Conflict of Interest Disclosure Form for LPAs for

Local Federal-aid Transportation Project

Project Owner (LPA):

Project Name:

Project Number:

Project Control Number:

As LPA's Responsible Charge (RC) person for the above local Federal-aid transportation project, I have:

- Reviewed the Conflict of Interest Guidance Document found on the NDOR website; and
 Reviewed the Conflict of Interest laws, including 23 CFR § 1.33, 49 CFR 18.36 and Neb.
 Rev. Stat. §§ 49.1401 to 1444 and 49.1493 to 14,104, and in particular, 49.14,101 to
 14.103 07.2 and
- Reviewed the reverse side of this form, "How Do I Determine Whether I Have a Conflict of Interest?"

And, to the best of my knowledge, determined that, for myself, any official, employee or agent of LPA, including family members and personal interests of the above persons, involved with consultant procurement and management of the project there are:

No real or potential conflicts of interest

If no conflicts have been identified, complete and sign this form and submit to NDOR

Real conflicts of interest or the potential for conflicts of interest

If a real or potential conflict has been identified, describe on an attached sheet the nature of the conflict, including the information requested on the reverse side of this form for the type of conflict being reported, and provide a detailed description of LPA's proposed mitigation measures (froscsible). Computed and sion this form and send it along with all attachments to

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T Form 530, August 20.

CE Total		\$0.00	\$0.00	\$0.00	\$0.00	\$0.0
12. TOTAL		\$0.00	\$0.00	\$0.00	\$0.00	50.0
		13. OTHER	CONSIDERATIO	ONS		
a. Will special assess	ments district(s) be	used to collect a	portion of the re	quired local	funding match?	☐Yes ☐ N
b. Project on One- & S	x-Year Plan? 🔲 Y	es 🗏 No Attac	h One- and Six-	rear Plan Re	evision or New Pla	n Documentation
c. Does your LPA have	a signed ADA Policy	and a signed Tit	le VI Nondiscrimi	nation Agree	iment?	
	and a root previously		SIGN DETAILS			
	Existing	Proposed		Remark	s/Existing Cons	dition
a. Surface Width						
b. Surface Type						
c. Shoulder Width						
d. Shoulder Type		1000				
		15. EXISTI	G STRUCTUR	ES		
Structure	Feature	Type of	Length	Width	Sufficiency	Proposed
No.	Crossed	Structure			Rating	Treatment
		_		_		_
	E CONSIDERATIO					to this form)
Is there an expectation	on that the propose	red project will in	rvolve any of ti	ne following	3:	
a. ROW Acquisition (it	ncluding Easements		Estimated No	of Tracts:		
b. Relocation of Resid	ences or Businesse	* 8 8	Residence	os Bu	ninesses	
c. Utility Relocation or	Adjustment		Gas W	ater 🔲 Po	wer Phone	Other
d. Railroad Involveme			☐ Crossing	□ Parallel	Ⅲ Within 50'	
e. New Horizontal Alig						
 Design Relaxation of 	or Exception					
g. NDOT Permit to Oc						
h. Has ROW already b						
i. PE Procurement						FFIC DATA
j. CE Procurement					Construction Year A	ADT
k. Anticipated NEPA I		PA PCE	CE EA		Design Year ADT	
I. Project Scheduling	Template:				% Trucks	
1. Project ocheduling			RKS OR COM	MENTS BY	LPA	
	18. ADI	NTIONAL REMA				
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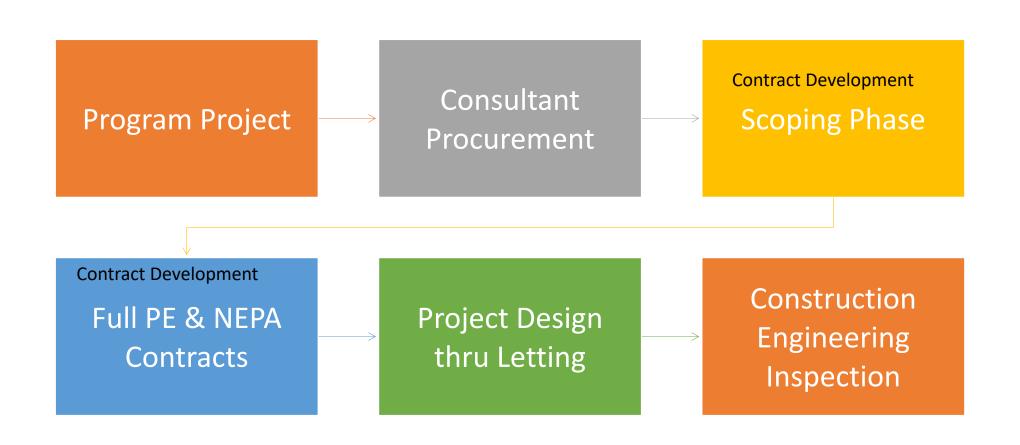
NDOT Form 530, August 2020

Programming Project

- Executed Program Agreement
- Request initial obligation of funds
 - Based off MOA between FHWA & NDOT
 - \$10,000 State; \$5,000 RC

Federal Ob	oligation Req	uest F	orm		
Project No.:	Control No.:				ENT OF TRANSA
Project Name	Date:				NDOR NDOR
Project Name.	Date.				Name of the second seco
RBP State Oversight	Program Agre	ement No.:			Department of Roads
	Agreement No.	Previous	Adjustment	Current	ON THE GOVERN
PE					SUBSTITUTE AND
State				0.00	MEMORANDUM OF AGREEMENT BETWEEN NOOR AND FHWA-NE
RC				0.00	
PE Consultant:				0.00	LPA/RC EXPENSES ON FEDERAL-AID PROJECTS
NEPA Consultant:				0.00	The purpose of this memorandum is to establish methodology and justification for Federal
Final Design Consultant:				0.00	funding obligation requests and reimbursements for LPA labor and expenses attributable to specific Federal-aid projects. 23 CFR §1.11 is the basis for Federal participation for cost attributable and properly allocable to specific projects." 23 CFR §1.9 prohibits Federal
Subtotal:		\$0.00	\$0.00	\$0.00	reimbursements for costs "incurred prior to authorization by the Administrator "
ROW				0.00	After the project program agreement between the LPA and NDOR is executed NDOR may, on
Utilities				0.00	behalf of the LPA, request Federal obligation authority for LPA expenses in accordance with 23 CFR §1.11. The following provides methodology and justification for such requests. It is important
				0.00	to note that this is a new pracess for NDOR, and that adjustments will probably need to be
CE	,				made over time as actual cost information become available with which to compare.
State (1% of construction estimate – minimum of \$5,000)				0.00	A "Policy on Costs Incurred by the Responsible Charge (RC) Person for Federal-aid Projects Funded through FHWA" has been stablished, a copy of which is attached. It can be viewed and printed at the following web-link:
Plus \$2,500 for audit				0.00	http://www.transportation.nebraska.gov/gov-aff/lpa/cost-estimating/RC-Costs-Policy.pdf
RC				0.00	A procedure has been established for the LPA expenses process. A copy is attached. It can
Consultant:				0.00	also be viewed and printed at the following web link:
				0.00	http://www.transportation.nebraska.gov/gov-aff/lpa/LPA-invoice-procedures.pdf .
				0.00	An electronic spreadsheet was developed by NDOR to assist the LPD PC in estimating/verifying
Subtotal:		\$0.00	\$0.00	\$0.00	LPA expenses for each project. A copy is attached. The electronic spreadsheet is available to FHWA-NE upon request. The final cost estimates will be a result of negotiation between the LPA
Construction Cost Estimate				0.00	and NDOR. The obligation request will be made for the appropriate pro rata share, 80% (Federal) of the estimate.
TOTAL		\$0.00	\$0.00	\$0.00	
Notes and Justification: Values shown in Is this project using soft match? Yes Funding Type: Funding Brea Agreement Notes:	■ No	solely the Fe	deral share.		NDOR will monitor projects over time and adjust the spreadsheet formulas and numbers if needed.
I have reviewed all the supporting documenta compliance with 23 USC and 23 CFR and all : NDOT Project Coordinator:				le, and in	FHWA/NDOR Menorandum of Agreement Page 1 of 2 LPA/RC Expenses for Federal-aid Projects
Name			Date		
NE	BRASK	()			





Consultant Procurement

- Determine if using NDOT On-Call or Issuing RFQ
- If RFQ elected → NDOT to review draft and/or final documents:
 - RFQ
 - Proof of public advertising
 - List of firms responding to RFQ
 - Ranking Form(s)
 - Completed Final Selection Ranking Summary Form,
 - Final Selection Memo
 - Copy of top ranked consultant's proposal
- NDOT On-Call



NEBRASKA DEPT OF TRANSPORTATION REQUEST FOR PROFESSIONAL CONSULTING SERVICES February 2020

The Department plans to select a consulting firm to provide professional services for the following: Lexington East Viaduct, RRZ-TMT-1705(3), CN 61457

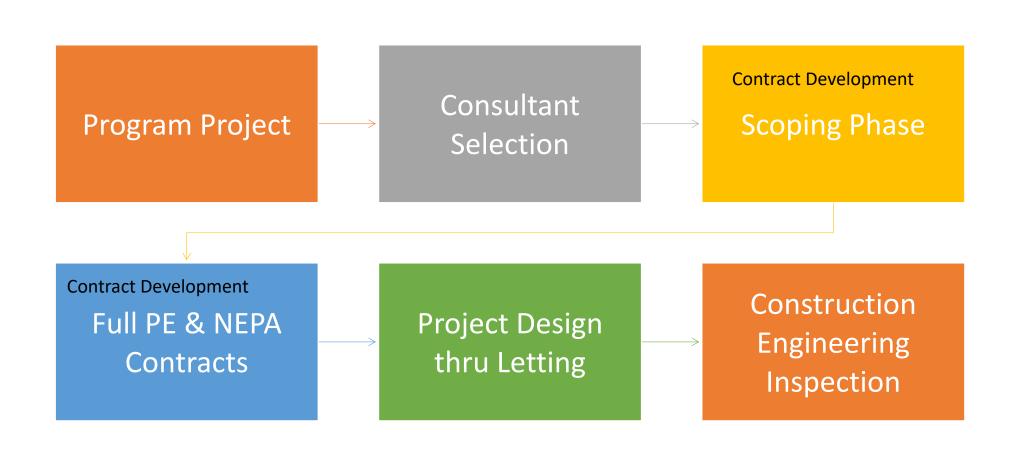
For more detailed information, please access the Department's web page at http://bit.ly/consult-rfq, or contact the Consultant Services Section at (402) 479-4795.

Kyle Schneweis, P.E., Director

EQUAL OPPORTUNITY EMPLOYER



	On-Call Professional Services
	Consultant Selection Memo
	Local Projects
To:	File
From:	LPA RC,
Project Nam	ne:
Project No.	
Control No. On-Call Ser	
proposal alc	equesting on-call professional service, the LPARC will consider each selected firm's original ong with any performance data on file with the NDOT. A list of the on-call professional services a me, associated proposals, and consultant evaluations can be provided by the NDOT RC upon
	Selected Firm:
I have r consideration	reviewed the appropriate information and have given all the firms a fair and reasonable on for this project.
I have s	selected the above referenced firm because of the following: (select appropriate choices)
□ F	Professional qualifications of the firm
■ S	Specialized experience and technical competence in the type of work required
□ F	Past performances of similar types of work
	Capacity of firm to perform the work in a timely manner
■ T	To fulfill the minimum guarantee as stated in Consultant's Master Agreement
П	Other (please (ist)
1	
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Approved:	
	Local Public Agency; Responsible Charge Date
	Local Projects Section, Project Coordinator Date



Contract Development

- Receive and review the following:
 - Agreed upon Scope of Services
 - ICE from both consultant and LPA including FFP
 - Negotiated fee proposal
 - Post-negotiation memo
- NDOT will draft agreement and request obligation from FHWA
- Once obligation approved, NDOT will issue Notice to Proceed (NTP)
 - Do not move forward without NTP



Nebraska Department of Transp Local Projects	ortation Exhibit
	EXHIBIT "A"
	Scope of Services
	Project Name
	Project No.
	CN:
	Engineering Design Services
Text shown below that has be	een struck through (example) is not a part of this scope and has
been left in this document sin	ply as a place holder.
	eed from State and/or LPA, Consultant agrees to complete all the leveloping construction plans that are ready for State's use in a
PROJECT DESCRIPTION	
<general and<="" of="" project="" scope="" td=""><td>description of work></td></general>	description of work>
TASKS AND TASK ASSIGN	MEN I S stional area of a Metropolitan Planning Organization (MPO) and
	C) who is an employee of the respective Local Public Agency will be Department of Transportation (NDOT) will manage the project
and will act as the RC when is	
It is anticipated the project wil	I require the following major tasks:
a. Environmental Do	currents and coordination (Design Consultant/NEPA Consultant)
b. Project Manageme	ant and Quality Control
c. Preliminary Field S	Survey
d. Right of Way Surv	ey
e. Roadway Design (including Right-of-Way Design)
f. Hydrology and Hy	draulic Design
g. Bridge Design and	Concrete Box Culvert Design.
	December Character (DC) the National Delivers Discharac

Project N	amer			Agreement Number:		
Project N		c		Prepared By:		
Control !				Date:		
				- Control		
Factor						
Comple		 Knowte 	idge, exper	ience, technical skills, ir	dependent judg	ement
	6	Qualifier		ge Design, Simple Trail		
110				ge Design, Simple Trail R and Rural CE&I)	Design, Routine	Brag Insp, S
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12.0	79			ign, FC Bridge Insp. Ur		
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2. LPANDDT Coordination Meetings											
3. Meetings with Utilities											
Survey											
1 Preliminary Field Survey											_
2. Digital Terrain Model											
3. Base Map Preparation											
4. Horizontal and Vertical Control											
5. Section / Property Corners											
6. Existing Utilities											
7. Note Reduction / Preliminary Plotting											
8. PIH Staking the Right of Way											
Negotiations Staking the Right of Way.											
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2. Condemnation Hearings											
. Preliminary Roadway Design (PIH)											
1 Data Collection and Review	\neg										
2. RoadwayHorizontal Alignment	-										
3. Roadway Vertical Alignment											
4. Template Roady ay Cross sections											
5. Limits of Construction											



Contract Development

- Project Design thru Letting
 - Consultant Work Orders
 - Include SOS and Fee + NDOT-250 + revised schedule
 - Results in supplement to the agreement



Do not move forward without NTP.

oject No.:			Control No.:	
		T.		
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A: (Name and Representative)			Constr. Chan	ge Order No.: (If applicable)
all parties agree the following described work all parties concur and hereby give notice to ervices, deliverables, schedule, and estimate till in effect. It is understood by all parties that greement indicated above.	proceed based ed total fee. All	on the following: justife other terms of existing a	ication to mod agreements be	lify contract, scope of etween the parties are
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		C. A + B		=
		D. Profit/Fee (Factor	** x C)	
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Summarized Process...

Development of SOS and ICE or Consultant Work Order

Submittal to NDOT Project Coordinator and Consultant Procurement Engineer

Review & Approval by NDOT / Funds
Requested from FHWA

Obligation approved & NTP issued by NDOT

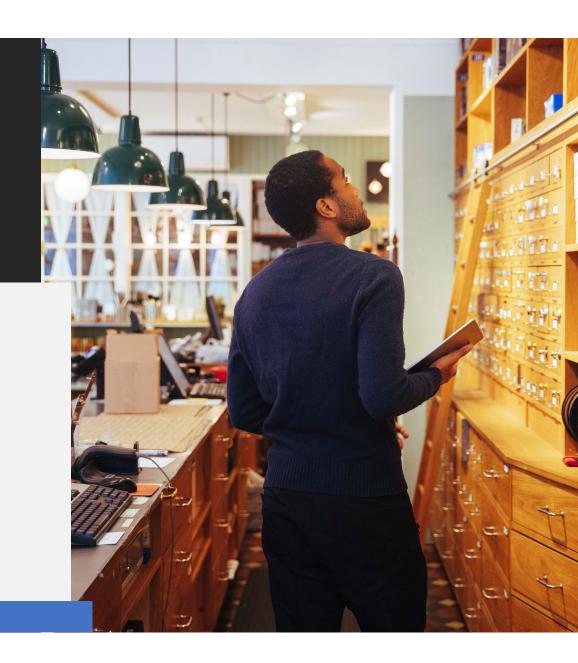




Lessons Learned

- Independent Cost Estimates not being completed
 - Lack of complete scope of services
- Subpar record keeping and document retention
- Missing or incomplete documentation
- RFQ vs. NDOT On-Call
 - Importance of work categories
- Out of scope work occurring prior to NTP

2011 Local Public Agency Stewardship Issues report: https://www.fhwa.dot.gov/federalaid/lpa/120213.cfm



Scope of Services Updates

Scope of Services

- 86 pages → 43 pages
- Inclusion of PCM meetings
- Shifted "up front" work to prescoping contract such as NDOT-76, H&H, TS&L, etc.
- Updated naming convention of plan submittal phases
 - Plan in Hand, Post Plan in Hand, Draft PS&E, and Final PS&E
- Reminders of design changes

THE CONSULTANT SHALL NOTIFY THE LPA AND NDOT OF ANY CHANGES MADE TO THE DESIGN OR PLANS AFTER THEY HAVE BEEN SUBMITTED TO AND/OR REVIEWED BY THE BOTH THE LPA AND STATE. SUCH CHANGES ARE DISCOURAGED, UNLESS THEY ARE IMPERATIVE OR AT THE REQUEST OF THE LPA AND/OR STATE.

The only revisions to the Draft PS&E plans would be modifications resulting from right of way negotiations, design modifications due to unknown utility conflicts or revisions requested by an affected railroad.



Pre-Scoping Phase



New process implemented by Local Assistance Division



More streamlined process in project delivery

Intention is to reduce number of CWOs and cost to an LPA → results in increased ability to develop program of projects



Communicate the LPA's expectations for the project

LPA is more involved in development of a project and can make informed decisions



Consultants are now able to be compensated for their work effort in developing an overall project scope



Ability to better define the scope of a given project

Answer questions the consultant may have

Pre-Scoping Process



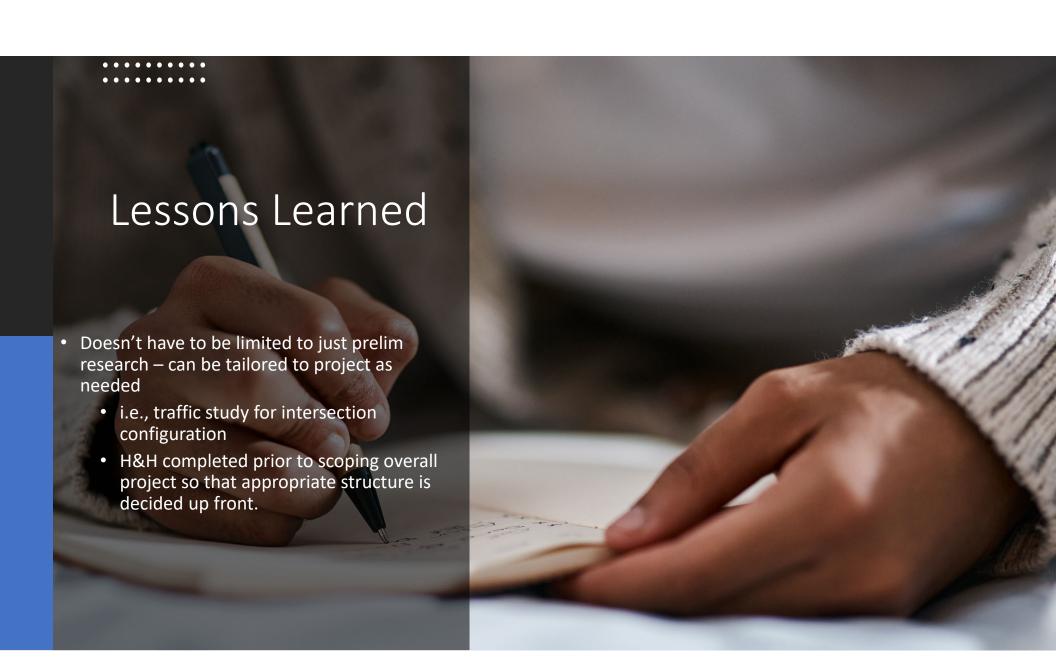
Topics for Consideration

- Existing site characteristics
 - Potential project footprint and alternatives
 - Design Elements
 - Geometric Design Standards
 - i.e., deficient curves
- Environmental resource clearance requirements
 - HMR, noise walls? Public involvement?
- ROW needs
 - Landownership temp or permanent easement, acquisition, condemnation?
- Need for utility and railroad coordination?
- Geotechnical investigation needs
- Hydraulic conditions
- Delivery Schedule
- Preliminary Cost Estimates
- Traffic Data
- Problem Identification
 - Access control



"Red Flag" (On-Site) Meeting Concept

- Part of the scoping phase process aka Kick Off meeting
 - Provides a high-level overview of the proposed project; identify known risks.
 - Goal is to gather necessary information to aid in the future development of the SOS for design and environmental documentation.
 - Determine desired outcome, discuss the design and fact finding so that SOS can be developed for the PE and Environmental consultants.
- Takes place prior to PCM 0 meeting
- Both Design and NEPA consultants required to investigate various project attributes prior to meeting and present findings to LPA and Team
- NDOT can provide feedback on expected level of effort for NEPA document, ROW acquisition types, design considerations, etc.



Pre-Scoping/Red Flag Case Study

Atkinson SE - CN 81036; BRO-7045(37)



Desktop Environmental Review prior to Site Visit

Desktop Review for Red Flag Meeting - 17 September 2019

- Unmapped FEMA has not completed a study to determine flood hazard areas and no flood map is
- Nebraska DNR mapped as "Flood Awareness Area"
 - Flood Awareness Areas are floodplain boundaries that are produced by NeDNR which can be used as "best available data" for communities involved in a current mapping project, those that do not have regulatory floodplain boundaries, or those that have outdated

- . Elkhorn River perennial
- Many PEMA wetlands on National Wetland Inventory
- · Potential for farmed wetlands wet signatures in edges of agricultural fields

- Elkhorn River Segment (NE-EL4-40000) 303(d) Impaired for E. coli, TMDL needed
- . No Wild & Scenic Rivers or Nationwide Rivers Inventory Rivers
- Not within a Wellhead Protection Area

- Species listed for County w/ potential habitat present:
 - American Burying Beetle Interior Least Tern
 - Northern Long-Eared Bat (possibly no habitot not enough adjacent woodland)
 - o Piping Plover o River Otter

 - Small White Lady's Slipper (passibly no habitat if no native grasslands)
 Western Prairie Fringed Orchid (possibly no habitat if no native grasslands)
- · Species listed for County w/ no habitat present:
- o Pallid Sturgeon

- Historic Sites

 Bridge No. C004543120 determined Not Eligible for NRHP in 2007 Evaluation of Nebraska Bridges Report

 No public NRHP Sites

Recreational Resources - 4(f) & 6(f)

- No known historic sites

- Floodplains
- Wetlands
- Water Quality
- T&E
- Historic Sites
- Recreational Resources 4(f) & 6(f)
- Farmland
- Hazardous Materials
- Airports
- Utilities
- Detour
- Public Involvement
- ROW

Design Considerations Resulting from Site Visit

- Road needs to be kept open for harvest
- Structure is prone to ice jamming however overtopping is not common
- Contractor needs to work downstream due to power lines in the area.
- Examples of items that were considered during the development of the scope of services:
 - Bridge Type (Slab, Prestressed Concrete Girder, and Steel Girder)
 - Construction Phasing/Detour Route/Temporary Roads issues?
 - Utility Coordination/Verification in or out of LPA ROW? Reimbursable?
 - Encroachments in the existing ROW how will they be handled?
 - Geotechnical investigations
 - Constructability
 - Delivery schedule of project
 - etc.

Questions?

THANK YOU!

Nicole D. Taylor, P.E.

Department of Transportation

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dot.nebraska.gov

