**EXHIBIT “A”**

**Scope of Services**

**For**

**Scoping NEPA Services**

**Project Name**

**Project No.**

**CN:**

**Description of Services**

This scope of services (SOS) is fordeveloping a scope of services for reviewing the impact the construction project will have on the environment.

**NDOT to provide:**

The LPA and the Nebraska Department of Transportation (NDOT) will provide all available documentation or information needed to develop the SOS as requested by the Consultant.

* Instructions and guidance on the level of detail expected in preparing the “Local Public Agency (LPA) Project Programming Request, NDOT Form 530”.
* A *“Local Public Agency (LPA) Project Programming Request, NDOT Form 530”.*
* The approved Probable Class of NEPA Action, NDOT Form 53.
* A draft copy of the Scope of Services for NEPA (Word doc).
* A draft copy of the Scope of Services, Workbook for NEPA (Excel file).
* A copy of the PCM 0 document

The NEPA Consultant will work with the Preliminary Engineering (PE) Consultant to develop the “Purpose and Need”, “Project Description”, and “Project Details” for the Local Public Agency (LPA) project using the following guidance material.

* LPA Purposed and Need Statement Template
* LPA Project Details Template
* LPA Project Description Template
* LPA Project Details Definitions

The Purpose and Need for the project developed by the NEPA Consultant will be used to complete the Local Public Agency (LPA) Project Programming Request, NDOT Form 530. The NEPA Consultant will work with the PE Consultant in completing the NDOT Form 530.

Using the current version of the Scope of Services and Workbook for National Environmental Policy Act (NEPA) services the NEPA Consultant will develop a site-specific scope of services (SOS). The SOS will address the study and documentation needs detailed in the approved Probable Class of NEPA Action NDOT Form 53. The goal of developing a project specific SOS is to address the items identified in the Probable Class of NEPA Action document is to ensure compliance with the National Environmental Policy Act.

Development of the SOS for NEPA services is a phased process starting with a PCM 0. The NEPA Consultant will work with the PE Consultant in preparing the PCM 0 form as well as the NDOT Form 530 for review and approval by NDOT, and a site visit will be conducted. After approval of the NDOT Form 530 and NDOT has received the project description, purpose and need as well as the project details, NDOT Staff will prepare the Probable Class of NEPA Action NDOT Form 53. The NEPA Consultant will develop the SOS and fee proposal based on the Probable Class of NEPA Action, NDOT Form 53 prepared and approved by NDOT.

**Schedule:**

Notice to Proceed (NTP) with developing scope of NEPA services.

PCM 0

Attend Site Visit.

Submit LPA, Project Programming Request Form 530 to NDOT for approval.

NDOT Approves Project Programming Request Form 530

PE Consultant prepares SOS and Workbook upon receipt of approved NDOT Form 530.

NEPA Consultant submits Project Description, Purpose & Need, and Project Details

NDOT Approves Probable Class of NEPA Action NDOT Form 53

NEPA Consultant prepares SOS and Workbook upon receipt of approved NDOT Form 53.

NTP with PE services

NTP with NEPA services

The NDOT Project Coordinator (PC)/Responsible Charge (RC) will schedule a site visit with the Design and National Environmental Policy Act (NEPA) Consultant along with a representative from the following to identify site conditions which may need to be addressed during the design and the NEPA phase of the project:

NDOT, LPA, Unit Head.

NDOT, LPA, PC/RC.

NDOT, LPA, Right of Way Coordinator.

NDOT, Bridge Division Representative.

NDOT, Environmental Coordinator

NDOT, Section 106 Cultural Resource Coordinator

NDOT District, Environmental Superteam Member

NDOT District, Design Superteam Member

LPA, Project Liaison (PL)

PE, Consultant

NEPA, Consultant

Representatives from known utilities, Public and Private.

**Task**:

**Development of Scope of Services for NEPA**

Project Management

Develop the Scope of services and corresponding workbook for NEPA

Work with the PE Consultant in developing a schedule of professional services from Notice to Proceed to PS&E turn in of the project

**Site Visit**

Attend a site visit

Travel

**Special instructions:**

Initially tasks in the scope of services (Word document) which do not apply to this project are to be stricken through and later deleted after review and concurrence by the PC/RC the tasks do not apply. Task in the workbook (Excel file) that do not apply to this project will not show any hours and will later be hidden after the review and concurrence by the PC/RC are not applicable. Tasks are to be hidden rather than to be deleted as to not corrupt the Excel file.