

# SCOPE OF WORK

## **CDOT - STATEWIDE ENVIRONMENTAL ENGINEERING SERVICES NON-PROJECT SPECIFIC SCOPE OF WORK (SOW)**

The Colorado Department of Transportation has developed the following Statewide Scope of Work to obtain proposals from qualified consultants able to provide engineering; environmental and planning support services on an as-needed basis to meet a wide range of engineering, technical and planning needs. It is expected that the consultant provide a project team that can address all the specialty areas as noted in the RFP. It is anticipated that the consultant may be part of a blended team responsible for developing an overall project perspective and strategy. This team may consist of CDOT staff, local agencies, contractors and project stakeholders and will occur at CDOT's discretion.

The consultant should provide a project team consisting of Professional Licensed Engineers, Landscape Architects, and environmental professionals with a demonstrated ability to review, prepare and develop engineering plans, National Environmental Policy Act (NEPA) documents, and transportation planning studies. A contract manager is needed with demonstrated contract management experience that includes the coordination of sub consultants, knowledge of CDOT procedures for processing task orders and experience with **Professional Service contracts**. Services will be directly related to the development, design or environmental clearance of a specific engineering project.

The selected team shall demonstrate experience and abilities in the preparation of clearly written and well organized documents and reports, conducting environmental field surveys, preparing environmental permit applications, public involvement experience, design plan development and other related products that meet CDOT and FHWA standards, policies and guidelines. The services will include, but are not limited to, the following specialty areas:

### **SECTION ONE - SPECIALTY AREAS:**

#### **A. Professional Engineering Hydraulic Landscape Architect Services:**

- 1) Professional engineer with design expertise for preparation, evaluation and analysis of design alternatives
- 2) Professional engineer with expertise in preparing environmental documents
- 3) Professional hydraulic engineer with CDOT experience
- 4) Professional landscape architect with CDOT experience
- 5) Professional traffic engineer for design level analysis of traffic data

#### **B. Transportation Planning Services:**

- 1) Provide expertise with STIP and TIP processes
- 2) Provide general transportation planning support services
- 3) Provide expertise with alternative modes of transportation
- 4) Provide expertise on Planning and Environmental Linkages (PEL)
- 5) Provide assistance with grant and earmark application process

#### **C. Environmental Services:**

- 1) History/106 Evaluation
- 2) NEPA Expertise
- 3) Wetland delineation and Section 404 Permitting
- 4) Wildlife/Threatened and Endangered Species (TES) Evaluation

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- 5) Noise Analysis and Modeling
- 6) Air Quality and Conformity Evaluations
- 7) Aesthetics/Restoration Techniques
- 8) Geographic Information Services (GIS)
- 9) Water Quality
- 10) Environmental Justice (EJ)
- 11) Cumulative Effects
- 12) Noxious Weed Management Specialty
- 13) Environmental Oversight for Design/Build Contracts
- 14) Hazardous Waste
- 15) Section 4(f) Evaluation

### **D. General Administrative Requirements:**

- 1) Attend and provide assistance at meetings both public and internal
- 2) Prepare materials including spreadsheets, design drawings and graphics, PowerPoint presentations, booklets, annual reports, meeting minutes
- 3) Interpret and discuss detailed engineering plans to a wide range of audiences
- 4) Provide public involvement and coordination assistance

## SECTION TWO - NECESSARY EXPERTISE AND REQUIREMENTS

### **A. Engineering/Hydraulics/Landscape Architect Expertise:**

- 1) Prepare engineering design drawings to analyze design alternatives
- 2) Prepare conceptual level engineering design drawings for public review
- 3) Prepare pre-bid level engineering design drawings
- 4) Provide technical expertise for feasibility studies, engineering analysis, 1601 studies and other engineering level studies and reports
- 5) Technical expertise necessary to evaluate and/or prepare Stormwater Management Plans (SWMPs) for CDOT projects
- 6) Technical expertise necessary to prepare and/or evaluate bid-ready design plans for landscaping and aesthetics, including urban, suburban and habitat restoration plans
- 7) Working knowledge of transportation-related standards regarding landscaping and aesthetics
- 8) Demonstrate knowledge of sediment and erosion control methods related to various soil conditions in Colorado
- 9) Ability to conduct weed control in wetlands and other sensitive areas
- 10) Provide engineering level design for hydraulic and floodplain analysis
- 11) Provide technical expertise on hydrology and hydraulic design for the preparation of environmental documents, reports, design plans and studies
- 12) Provide technical expertise in stream restoration principles and practices
- 13) Expertise with various technical models related to stream assessment and other water quality software programs
- 14) Experience in developing, evaluating and implementing sustainability policies

### **B. Transportation Planning:**

- 1) Familiarity with the requirements of the state Transportation Planning Regions (TPRs), MPO's and other external planning organizations
- 2) Familiarity with the requirements and implementation of the TIP, STIP and the Long-Range Planning process

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- 3) Familiarity with CDOT and FHWA funding mechanisms for transportation projects
- 4) Development of population, employment and/or travel demand projections for transportation planning purposes
- 5) Provide technical expertise on a wide-range of transportation planning related concepts and practices (HOV, HOT, ITS, Rail, TDM, TSM, etc.)
- 6) Familiarity with 1601 Studies
- 7) Ability to produce grant applications including but not limited to writing, review, editing and graphic production

### C. Environmental Services:

- 1) History/Section 106 Evaluation
  - Provide documentation and report preparation for historical and cultural resources
  - Demonstrated knowledge of CDOT and FHWA policies pertaining to historic resources
  - Expertise with the preparation of studies pertaining to historic resources
  - Working knowledge of Section 106 of National Historic Preservation Act (NHPA) and the State Historic Places Act
  - Demonstrated experience working with the Colorado State Historic Preservation office (SHPO) on transportation projects
  - Familiarity with the Secretary of Interior's Standards and Guidelines for Archaeology and Historic Preservation (48 CFR 44739)
- 2) NEPA Expertise:
  - Familiarity with NEPA regulations including SAFETEA-LU
  - Experience with NEPA Document Preparation (i.e., PEL's, CE's, EA's, EIS's and Re-evaluations)
  - Experience with Public Involvement and techniques for building and gaining consensus on transportation projects
  - Familiarity with incorporating Context Sensitive Solutions (CSS) into transportation planning and project development for decision-making purposes
  - Provide Environmental document review
  - Experience with preparation of administrative records
- 3) Wetland and Section 404 Permitting Services:
  - Demonstrate expertise with conducting wetland delineations, preparing wetland findings, and wetland mitigation plans in accordance with CDOT, FHWA and USACE practices and policies
  - Familiarity with current practices and methodologies concerning the development of wetland banking
  - Demonstrate ability to prepare U.S. Army Corps of Engineer (USACE) Nationwide and Individual Section 404 Permits for highway projects
  - Coordinate wetland and Section 404 issues throughout design and construction
  - Develop and review annual monitoring reports for Section 404 permits and make recommendations for remediation and/or implementation requirements, if needed
  - Evaluate projects for consistency with Section 404(b) (1) Guidelines with regard to alternative selection
  - Understanding of CDOT/COE Section 404 merger agreement

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- 4) Wildlife and Threatened and Endangered Species (TES) Services:
  - Knowledge of wildlife biology and applicable federal and state regulations
  - Knowledge of the Endangered Species Act (ESA)
  - Experience with conducting wildlife field surveys and preparing of Section 7 Evaluations for submittal to the U.S. Fish and Wildlife Service (USF&W)
  - Expertise with Biological Assessments and Biological Opinions
  - Provide prairie dog management services in accordance with most recent *CDOT's Impacted Black-Tailed Prairie Dog Policy* guidelines for extermination and relocation
  - Familiarity with the specific requirements and policies of the federal land management agencies concerning TES and Sensitive Species
  - Familiarity with Senate Bill 40 (SB 40) requirements
  - Experience and familiarity with current practices and methodologies for development of conservation banks
  
- 5) Traffic Noise Analysis and Modeling
  - Familiarity with FHWA noise regulations contained in 23 CFR 772
  - Familiarity with traffic Noise Abatement Criteria (NAC)
  - Demonstrated familiarity with CDOT and FHWA noise program
  - Expertise with noise modeling techniques and methodologies used in the State of Colorado (STAMINA 2.0 and TNM 2.5 or later versions)
  - Expertise with conducting noise studies and analyses for highway projects following CDOT Noise Analysis and Abatement Guidelines
  - Expertise with gathering, evaluating and assessing highway traffic data for noise analysis
  - Knowledge of AutoCAD or Microstation for engineering level design and for planning purposes, design of noise mitigation and alternative analysis
  
- 6) Air Quality and Conformity
  - Experience with modeling, documentation and report preparation
  - Experience with conducting hot spot analysis and modeling for transportation projects (using CAL3QHC, or later model); in accordance with EPA guidance
  - Familiarity with the federal Transportation Conformity Regulations,
  - Ability to qualitatively assess air quality impacts for transportation related studies, reports and documents
  - Familiarity with CDOT policies pertaining to air quality
  
- 7) Aesthetics/Restoration Techniques
  - Demonstrate knowledge of aesthetic design for various structures e.g., medians, sidewalks, slope and treatments, piers, etc.
  - Demonstrate knowledge of retaining wall design and aesthetic values
  - Demonstrate knowledge of community aesthetic values
  - Provide computer aided drafting, graphics and photo simulations for a wide variety of applications
  
- 8) Geographic Information Services (GIS)
  - Expertise with GIS mapping
  - Knowledge of the CDOT mapping program

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### 9) Water Resources

#### a) Point/Nonpoint Source Pollution Control

- Demonstrated ability to develop and provide technical review of CDOT
- Stormwater Management Plans (SWMPs)
- Knowledge of Section 402 of the Clean Water Act
- Familiarity with CDOTs Stormwater program
- Provide engineering level design for stormwater features to be implemented on CDOT projects
- Knowledge of the CDOT MS4 Requirements

#### b) Watershed Management/Coordination

- Provide coordination with state and local officials and watershed association representatives concerning highway related water quality matters
- Attend meetings as needed to provide technical expertise on a wide range of water quality matters
- Provide technical expertise on various water quality matters related to TMDLs, sediment loading, interpretation of water quality data

#### c) Water Quality Monitoring

- Provide technical expertise to implement and review stream monitoring programs
- Interpret, review, summarize and make recommendations with regard to water quality data
- Perform storm water site inspections per CDOT RECAT and monthly audit criteria
- Install, repair, remove, and/or replace temporary construction site storm water BMP's including purchasing materials

#### d) Highway Maintenance Activities

- Familiarity with the COOT maintenance program, including the use of deicers, data tracking and BMP maintenance
- Perform maintenance on permanent BMP's such as water quality ponds, storm water vaults, and other erosion control and sediment capturing devices to include sediment removal, repairs, and documentation

### 10) Environmental Justice (EJ)

- Demonstrate knowledge of EJ Executive Order and policies at both the state and federal levels
- Familiarity with COOT policies and guidelines concerning EJ
- Analyze EJ impacts and develop mitigation

### 11) Cumulative Effects

- Demonstrate understanding of cumulative effect analysis on transportation projects
- Familiarity with CEQ regulations for addressing cumulative effects
- Ability to determine direct and indirect impacts
- Understanding of CDOT's approach to addressing cumulative effects

### 12) Noxious Weed Management Specialty

- Provide weed control expertise including development of weed surveys
- Experience with weed control policies and current methodologies
- Understanding of applicable laws and regulations concerning noxious weeds

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### 13) Environmental Oversight for Design/Build Contracts

- Familiarity with current practices and policies concerning design/build projects
- Demonstrate ability to provide adequate personnel (engineering and environmental specialists) on design/build projects from start to finish

### 14) Hazardous Waste

- Ability to conduct Phase I Initial Site Assessments (ISA's)
- Ability to conduct Phase II Site Investigations (SI's)
- Knowledge of ASTM standards
- Knowledge of Underground Storage Tank (UST) closure regulations
- Knowledge of historic mining, heavy metals remediation and Superfund
- Ability to develop Environmental Health and Safety and Material Management Plans

### 15) Section 4(f)

- Expertise in the preparation of Section 4(f) Evaluations
- Familiarity and knowledge for preparing administrative records for Section 4(f) Evaluations and documentation of the process