

**R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES  
SCOPE OF WORK**

**CONTRACT TYPE: Project / Program Specific, Task Order Directed**

- **Specific Rate of Pay**

~~Cost Plus Fixed Fee~~

~~Other~~

SOW DATE: February 2, 2017

PROJECT NUMBER: NA

PROJECT LOCATION: Region 2

PROJECT CODE: NA

THE COMPLETE SCOPE OF WORK INCLUDES THIS DOCUMENT (ATTACHED TO THE CONTRACT FOR CONSULTANT SERVICES)

SECTION 1 PROJECT SPECIFIC INFORMATION

SECTION 2 PROJECT MANAGEMENT AND COORDINATION

SECTION 3 GENERAL INFORMATION

**APPENDICES**

APPENDIX A.....REFERENCES  
APPENDIX B.....SPECIFIC DESIGN CRITERIA  
APPENDIX C.....DEFINITIONS

**R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES  
SCOPE OF WORK**

**SECTION 1  
PROJECT SPECIFIC INFORMATION**

**1. PROJECT BACKGROUND**

The scope of work and associated cost estimate is for Local Agency Program Manager. Responsibilities and assignments may include administration of the project development, construction management, and contract administration of various federally funded Local Agency transportation projects. The Local Agency Contract Administrator will monitor and assure compliance with State, Federal and local requirements and develop the best possible transportation system for Colorado.

**2. PROJECT GOALS**

This project is intended to augment the Region 2 team by providing:

- A. Local Agency Program Oversight & Management
- B. Environmental Clearance Assistance
  - a Air Quality (Local Agency & CDOT Projects)
  - b Noise Assessment (Local Agency & CDOT Projects)
  - c Historical (Local Agency & CDOT Projects)
  - d Additional Clearance Tasks as Assigned (Local Agency & CDOT Projects)

**3. PROJECT LIMITS**

The primary projects are to be determined. To balance the Region's needs and assist during peak workloads among other projects, the consultant services may be provided for various other projects in Region 2, as approved by the CDOT Project Manager.

The Local Agency Program Manager can work out of the Consultant office, but will be required to be mobile enough to work out of the CDOT Colorado Springs or Pueblo offices as necessary or requested by the CDOT Project Manager.

**4. PROJECT COSTS**

This contract shall not to exceed \$1,300,000. Annual Consultant Task Order shall not exceed \$325,000.

**5. WORK DURATION**

The time for the work described in this scope is approximately 4 years. Work shall not commence until the written Notice to Proceed for a "Task Order" is received by the consultant. Completion is estimated to be spring 2021.

## **R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES SCOPE OF WORK**

### **6. CONSULTANT RESPONSIBILITY AND DUTIES**

#### **A. Local Agency Program Management**

The Consultant Local Agency Project Manager (C/PM) will be primarily responsible for oversight, management and coordinating the document control on behalf of CDOT on assigned Region 2 Local Agency projects. The C/PM will essentially perform as an extension of the Region 2 Local Agency Unit, managing local agency projects as a CDOT Local Agency Coordinator would manage the projects. The C/PM will have familiarity with CDOT and FHWA funding mechanisms for transportation projects, FHWA Stewardship Agreement with CDOT, project lifecycle (preconstruction and construction) and project closeout / finals documentation. The C/PM will have responsibility overseeing multiple construction & preconstruction projects concurrently. In addition, the C/PM will perform miscellaneous local agency program-related duties such as attend meetings, attending & participating in FHWA audits, prepare and participate in presentations and represent the Region 2 Local Agency Program as requested by the CDOT CDOT Project Manager.

Responsibilities will include managing all preconstruction activities for successful project delivery as well as tracking project items related to Intergovernmental Agreements (IGA's), Civil Rights Office, sediment and erosion control items, cataloging documents, drafting responses, monitoring correspondence sent and received on CDOT's Share-point document server, monitoring project data in SAP, handling CDOT's Project-wise site, reviewing plans, tabulations, specifications and quantities; monitor schedules, project expenditures and materials, produce daily documentation, resolve problems related to local agency projects on behalf of CDOT, assist with tracking change orders, and finalizing local agency projects in accordance to the local agency manual.

The C/PM will be responsible for communicating updates to the Local Agencies. The C/PM will attend and provide assistance at meetings and prepare materials including minutes and reports on behalf of CDOT. The C/PM shall document that the contractor's work and the materials incorporated during construction are in conformance with contracts, construction plans, and specifications.

As part of this contract, the C/PM will assist in developing and administering training to Local Agency federal grant recipients. This training could be an annual formal training located at the CDOT Regional offices or "one-on-one" training at the local agency.

If the C/PM is not a licensed engineer, then under the supervision of a licensed Professional Engineer, the C/PM will be responsible for plan & specification review of assigned projects. The reviewer will have the knowledge and experience to evaluate the overall design, ROW issues, drainage, constructability issues and overall plan conformance. The C/PM will be required for the review, evaluation and analysis of design documents including; project plans, project specifications, environmental, ROW, utility, hydraulic, and traffic data associated with assigned projects.

The C/PM will provide field support for construction compliance, monitoring and inspections. The C/PM shall attend and represent CDOT in final walk-throughs on assigned local agency projects. The C/PM shall be able to identify and resolve problems as they occur and make recommendations to the CDOT Project Manager / Local Agency Unit Manager if needed. The C/PM shall also be able to communicate verbally and/or correspond with involved or affected entities.

The C/PM shall monitor, document and prepare final documentation in conformance with the Local Agency Manual for projects assigned to them. The C/PM will be responsible for successful closure of assigned local agency projects.

#### **B. Environmental Services**

Additional responsibilities as part of this contract includes providing Regional Environmental Program assistance. Primary tasks will include providing historical reviews, noise and air quality assessments on CDOT and Local Agency administered projects when requested. Additional responsibilities may include reviewing and completing tasks as outlined below.

## **R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES SCOPE OF WORK**

### **Air Quality**

As directed, the consultant shall provide to the Region, Air Quality analysis and review sufficient for project clearance for Categorical Exclusion type traffic projects. The consultant will review the project, provide any necessary analysis, document the findings, and provide the air quality resource clearance documentation to the Region who will forward it to our Environmental Programs Branch for review and approval. These reports will typically include but not limited to:

- Existing Condition
- Carbon monoxide (CO) hot spot analysis
- PM 10/2.5 hot spot analysis
- Regional emissions analysis
- Mobile source air toxics (MSAT) analysis
- Greenhouse gases (GHG) analysis and climate change
- Construction issues such as fugitive dust emissions
- Mitigation measures

Consultant may also be tasked with specific air quality related assignment, which may include but are not limited to:

- Review of air quality technical reports
- Construction phase mitigation support
- Field analysis with PM10 and PM 2.5 monitors
- Drafting responses for air quality complaints
- Air quality program or project coordination with EPB and/or local municipalities

### **Noise Analysis**

As directed, the consultant shall provide to the Region Noise analysis and review sufficient for project clearance for Categorical Exclusion type traffic projects. The consultant will review the project, contact the Environmental Project Manager (EPM) or other CDOT personnel with any questions, provide any necessary analysis (see bulleted items below), document the findings, and provide the noise resource clearance directly to the EPM. The EPM will submit the Noise report to the Environmental Programs Branch for their review and approval.

- Definition of relevant noise abatement criteria and identification of noise sensitive land uses.
- Determination of existing noise levels (by measurement and/or modeling).
- Prediction of future traffic noise levels, using FHWA's current Traffic Noise Model.
- Determination of traffic noise impacts.
- Identification and evaluation of feasibility and reasonableness of noise abatement measures. Coordinate with Project Engineer with regards to locations and heights of proposed abatement measures.
- Development of recommendations regarding noise abatement measures.
- Assessment of construction related noise issues including noise variance development

Consultant may also be tasked with specific noise related assignments, which may include but are not limited to:

- Review of noise technical reports
- Noise abatement/barrier design
- Construction phase mitigation support
- Field analysis
- Drafting responses for noise complaints
- Noise program or project coordination with EPB and/or local municipalities

### **Historic Reviews**

As directed, the consultant shall perform field survey within the established Area of Potential Effects (APE) in accordance with the Colorado Cultural Resource Survey Manual (Revised 2007) developed by OAHF. Determine National Register of Historic Places (NRHP) eligibility for the properties if

**R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES  
SCOPE OF WORK**

appropriate. Other tasks may include but are not limited to:

- Coordinate with local organizations or agencies (e.g., County assessor, local libraries, county or local historic preservation groups, local historical societies, museums, etc), or property owners as needed to gather information about historic properties in the APE and identify historic themes in the region.
- Develop draft effect determinations to historic resources. Take into account direct project effects such as temporary or permanent easements or ROW acquisition, or indirect effects such as auditory and visual changes. Provide to Region 2 Environmental Project Manager and CDOT EPB Senior Staff Historian for review and comment.
- Prepare draft correspondence for the CDOT historian to submit to SHPO—this will include a project description as well as eligibility and effect determinations.
- If there is an adverse effect to one or more historic properties, complete Section 4(f) evaluation and review for adverse effects to historic properties.

**Other Environmental Duties as assigned**

On a limited basis the consultant may also provide other environmental tasks as assigned including but not limited to:

- Perform Wetland Delineations with reports
- Complete Wetland Finding Reports
- Completing Initial Site Assessments using form #881
- Recreational Section 4(f) reviews and clearances
- Threatened and Endangered Species reviews and clearances
- Other Environmental Tasks as assigned

**7. WORK PRODUCT**

The Consultant work products are:

A.	Reports	X
B.	Environmental Documents	X
C.	Project Coordination / Management	X
D.	Schedules	X
E.	Meeting Minutes	X

Requirements are further described in the sections that follow. All work required to complete this Scope of Work requires the use of English Units.

## **R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES SCOPE OF WORK**

### **8. LABOR, MATERIALS, VEHICLES AND EQUIPMENT**

The Consultant shall furnish all personnel, materials, equipment and transportation required to perform the work. Consultant personnel shall have appropriate vehicles (equipped with flashing amber beacon) cellular phone; computers, personal protective equipment, and miscellaneous equipment and supplies (printers, calculators, manuals, office supplies, safety equipment, etc.) required to perform the work. Computers shall be fully capable of running Project-wise, SAP, and Share-point, including necessary communications hardware, software and Internet connectivity.

Personnel qualifications, staffing level, and number and types of vehicles shall be subject to the approval of the CDOT Project Manager. The Consultant shall assign personnel for the duration of the Task Order unless otherwise approved by the CDOT Project Manager.

The consultant personnel must be thoroughly familiar with the CDOT Local Agency Manual, CDOT specifications, manuals, forms and documentation requirement. Personnel provided by the Consultant who do not meet all of the specified requirements, or who fail to perform their work in an acceptable manner, shall be removed from the project when determined and directed by the CDOT Project Manager.

### **9. Definitions**

CDOT Project Manager - The CDOT Project Manager is responsible to the Region Program Engineer for the quality and successful completion of a transportation project. The CDOT Project Manager authorizes interim and final payments and all changes to Contracts for all Consultants and Contractors.

CDOT Region Materials Engineer – The CDOT Region Materials Engineer (RME) assists the CDOT Project Manager and Project Engineer on this project with materials related issues including concrete, asphalt and soil.

Consultant – The individual, firm or corporation contracting with CDOT to perform services as described in this Contract.

Consultant Local Agency Project Manager (C/PM) – Consultant employees who perform engineering or inspection and other project-related services under the responsible charge and at the direction of the CDOT CDOT Project Manager. This person must be able to communicate with CDOT Project Managers and Locals as directed.

Consultant Professional Engineer – The Consultant employee that manages the consultant contract, and is in direct responsible charge of Consultant personnel and services performed as described in this Contract. This person must be a currently licensed Colorado Professional Engineer. Additionally, this person prepares reviews, certifies and signs billings for consultant services, and provides quality assurance of services performed by the consultant on the project

**R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES  
SCOPE OF WORK**

**SECTION 2  
PROJECT MANAGEMENT AND COORDINATION**

**1. CDOT CONTACT**

The Contract Administrator for this contract will be

Shane Ferguson, PE  
Region 2 CDOT Project Manager  
1480 Quail Lake Loop, Suite A  
Colorado Springs, CO 80906  
O: 719-227-3244  
C: 719-252-3750

Active day-to-day administration of the contract will be delegated to the CDOT/PM:

Local Agency Unit Manager  
Contact Info: TBD

**2. PROJECT COORDINATION**

It is expected that the Consultant Local Agency Project Manager will coordinate directly agencies directly related to projects assigned. This coordination will include CDOT Specialty Units, CDOT Region Business office, FHWA, CDOT HQ, Local Agency's within the Region 2 boundary & CDOT Region Staff.

**R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES  
SCOPE OF WORK**

**SECTION 3  
GENERAL INFORMATION**

**1. NOTICE TO PROCEED**

Work shall not commence until the written Notice-to-Proceed is issued by CDOT.

**2. PROJECT COORDINATION**

- A. Routine Working Contact: Routine working contact shall be between the CDOT/PM and the Consultant Project Manager (C/PM) as defined in Appendix C.
- B. Project Manager Requirements: Each Project Manager shall provide the others with the following:
  - 1. A written synopsis or copy of their respective contacts by telephone and in person with others
  - 2. Copies of pertinent written communications

**3. ROUTINE REPORTING AND BILLING**

The Consultant shall provide the following on a routine basis:

- A. Coordination:  
Coordination of all contract activities by the C/PM
- B. Periodic Reports and Billings:  
The periodic reports and billings required by CDOT Procedural Directive 400.2 (Monitoring Consultant Contracts), including monthly drawdown schedules. Billings are required monthly.
- C. General Reports and Submittals:  
In general, all reports and submittals must be approved by CDOT prior to their content being utilized in follow-up work effort.
- D. Attached to each Form 10 Submittal, the Consultant shall provide a one (1) page diary detailing activities associated with each Form 10 submitted.

The Consultant shall monitor the fiscal status of the contract, and advise the CDOT CDOT Project Manager of any potential for supplementing their contract or negotiating an additional task order. Failure to monitor contract status and provide timely notification may result in discontinuation of the Consultant's services.

**4. PERSONNEL QUALIFICATIONS**

The C/PM must be approved by the CDOT Contract Administrator. Certain tasks must be done by Licensed Professional Engineers (PE) or Professional Land Surveyors (PLS) who are registered with the Colorado State Board of Registration for Professional Engineers and Land Surveyors. National Institute for Certification in Engineering Technology (NICET) certification or other certifications may be required for project inspectors and testers.

All tasks assigned to the Consultant must be conducted by a person on the Consultant team that is qualified and has specific expertise in that task. The qualified person is a professional with the necessary education, certifications (including registrations and licenses), skills, experience, qualities, or attributes to complete a particular task. Design of any special project features must be directed, completed, and overseen by a professional engineer with significant experience in design of those special project features.



**R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES  
SCOPE OF WORK**

The C/PM shall have CDOT experience and be thoroughly familiar with CDOT forms and documentation requirements. The C/PM shall be capable of reviewing plans, specifications and cost estimates for the construction, maintenance, improvement and rehabilitation of the highway infrastructure. This includes the administration of all aspects of highway construction contracts and performs field engineering to ensure compliance with plans and specifications and to ensure accurate payment for completed work. The C/PM may be required to coordinate the work of other Local Agency Project Managers and technicians assigned to the project team to ensure design project plans and specifications are completed within budget and on time. They should be able to apply current engineering principles and theories, design specifications, and applicable design standards to develop safe, efficient, and economical project designs. The consultant will need to provide individual(s) that will be part of a CDOT blended team consisting of CDOT Staff, local agencies, contractors, and project stakeholders and will occur at CDOT's discretion. The Local Agency Project Manager will essentially be an extension of CDOT staff in managing pre-construction and construction efforts on local agency projects.

This contract requires that the prime firm or any member of its team be pre-qualified in the following disciplines for the entire length of the contract.  
Civil Engineering, Management (Contract Admin), Management (Construction).

**5. CDOT COMPUTER/SOFTWARE INFORMATION**

The consultant shall utilize the most recent CDOT adopted software. The primary software used by CDOT is as follows:

- A. Earthwork InRoads
- B. Drafting/CADD InRoads & Microstation w/CDOT's formatting configurations & standards
- C. Survey/photogrammetry CDOT TMOSS, InRoads
- D. Bridge check CDOT Staff Bridge software shall be used in either design or design
- E. Estimating Transport (an AASHTO sponsored software) as used by CDOT
- F. Specifications Microsoft Word
- G. Scheduling Microsoft Project
- H. Water Quality Data ArcView

**6. COMPUTER DATA COMPATIBILITY**

The data format for submitting design computer files shall be compatible with the latest version of the adopted CDOT software as of Notice to Proceed for the contract. The Consultant shall immediately notify the CDOT/PM if the firm is unable to produce the desired format for any reason and cease work until the problem is resolved. Refer to Section 8, Table 1 - Submittals, for additional information regarding current formats and the acceptable transmittal media.

**R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES  
SCOPE OF WORK**

**APPENDIX A  
REFERENCES**

**1. AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS (AASHTO) PUBLICATIONS (using latest approved versions):**

- A. A Policy on Design Standards-Interstate System
- B. A Policy on Geometric Design of Highways and Streets
- C. Guide for Design of Pavement Structures
- D. Standard Specifications for Highway Bridges
- E. Guide for the Design of High Occupancy Vehicle and Public Transfer Facilities
- F. Guide for the Development of Bicycle Facilities
- G. Standard Specifications for Transportation Materials and Methods of Sampling and Testing – Part I, Specifications and Part II, Tests
- H. Highway Design and Operational Practices Related to Highway Safety
- I. Roadside Design Guide
- J. Load Resistance Factor Design (LRFD) Specifications

**2. COLORADO DEPARTMENT OF TRANSPORTATION PUBLICATIONS (using latest approved versions):**

- A. Design Guide (all volumes)
- B. Bridge Design Guide
- C. Bridge Detailing Manual
- D. Bridge Rating Manual
- E. Project Development Manual
- F. Erosion Control and Stormwater Quality Guide
- G. Field Log of Structures
- H. Cost Data Book
- I. Drainage Design Manual
- J. NEPA Manual
- K. Environmental Stewardship Guide
- L. Quality Manual
- M. Survey Manual
- N. Field Materials Manual
- O. Standard Plans, M & S Standards
- P. Standard Specifications for Road and Bridge Construction and Supplemental Specifications
- Q. Item Description and Abbreviations (with code number) compiled by Engineering Estimates and Market Analysis Unit (“Item Book”)
- R. Right-of-Way Manual

## **R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES SCOPE OF WORK**

- S. The State Highway Access Code
  - T. Utility Manual
  - U. TMOSS Generic Format
  - V. Field TMOSS Topography Coding
  - W. Topography Modeling Survey System User Manual
  - X. Interactive Graphics System Symbol Table
  - Y. Local Agency Manual
- 3. CDOT PROCEDURAL DIRECTIVES (using latest approved versions):**
- A. No. 27.1 Social Marketing – Use of Web 2.0 and Similar Applications
  - B. No. 31.1 Web Site Development
  - C. No. 400.2 Monitoring Consultant Contracts
  - D. No. 501.2 Cooperative Storm Drainage System
  - E. No. 514.1 Field Inspection Review (FIR)
  - F. No. 516.1 Final Office Review (FOR)
  - G. No. 1217a Survey Request
  - H. No. 1304.1 Right-of-Way Plan Revisions
  - I. No. 1305.1 Land Surveys
  - J. No. 1601 Interchange Approval Process
  - K. No. 1700.1 Certification Acceptance (CA) Procedures for Location and Design Approval
  - L. No. 1700.3 Plans, Specifications and Estimates (PS&E) and Authorization to Advertise for Bids under Certifications Acceptance (CA)
  - M. No. 1700.5 Local Entity/State Contracts and Local Entity/Consultant Contracts and Local Entity/R.R. Contracts under C.A
  - N. No. 1700.6 Railroad/Highway Contracts (Under Certification Acceptance)
  - O. No. 1905.1 Preparation of Plans and Specifications for Structures prepared by Staff Bridge Branch
- 4. FEDERAL PUBLICATIONS (using latest approved versions):**
- A. Manual on Uniform Traffic Control Devices
  - B. Highway Capacity Manual
  - C. Urban Transportation Operations Training – Design of Urban Streets, Student Workbook
  - D. Reference Guide Outline – Specifications for Aerial Surveys and Mapping by Photogrammetric Methods for Highways
  - E. Executive Order 12898
  - F. Executive Order 11988 & 13690 FHWA Federal-Aid Policy Guide
  - G. FHWA NHI Hydraulic Circular (HEC) and Hydraulic Design Series (HDS) Reports

**R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES  
SCOPE OF WORK**

- H. Technical Advisory T6640.8A
- I. U.S. Department of Transportation Order 5610.1E
- J. Geometric Geodetic Accuracy Standards and Specifications for Using GPS Relative Positioning Techniques
- K. ADAAG Americans With Disabilities Act Accessibility Guidelines
- L. 23 CFR 771, the FHWA Technical Advisory T6640.8A
- M. 44 CFR 59-72, standards of the National Flood Insurance Program (NFIP)

**5. AREA:**

- A. Manual for Railway Engineering
- B. Urban Storm Drainage Criteria Manual (UDFCD)
- C. Any appropriate local agencies references as appropriate

## R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES SCOPE OF WORK

### APPENDIX C DEFINITIONS

**Note:** For other definitions and terms, refer to Section 101 of the CDOT Standard Specifications for Road and Bridge Construction and the CDOT Design Guide.

1	AASHTO	American Association of State Highway & Transportation Officials
2	ADT	Average two-way 24-hour Traffic in Number of Vehicles
3	AREA	American Railway Engineering Association
4	ATSSA	American Traffic Safety Services Association
5	AT&SF	Atchison, Topeka & Santa Fe Railway Company
6	ADAAG	Americans with Disabilities Accessibility Act Guidelines
7	BAMS	Bid Analysis and Management Systems
8	BFE	Base Flood Elevation
9	BLM	Bureau of Land Management
10	BNRR	Burlington Northern Railroad
11		CA Contract Administrator – The CDOT Manager responsible for the satisfactory completion of the contract by the consultant.
12	CAP	CDOT’s Action Plan
13	CBC	Concrete Box Culvert
14	CDOT	Colorado Department of Transportation
15		CDOT/PM Colorado Department of Transportation Project Manager – The CDOT Engineer responsible for the day to day direction and CDOT Consultant coordination of the design effort (as defined in Section 2 of this document)
16		CDOT/STR Colorado Department of Transportation Structure Reviewer – The CDOT Engineer responsible for reviewing and coordinating major structural design
17	CDPHE	Colorado Department of Public Health and Environment
18	CEQ	Council on Environmental Quality
19	COG	Council of Governments
20	COGO	Coordinate Geometry Output
21	CONSULTANT	Consultant for the project
22	CONTRACT	

**R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES  
SCOPE OF WORK**

	ADMINISTRATOR	Typically a Region Engineer or Branch Head. The CDOT employee directly responsible for the satisfactory completion of the contract by the Consultant. The contract administration is usually delegated to a CDOT Project Manager (as defined in Section 2 of this document).
23		C/PM Consultant Project Manager – The Consultant Engineer responsible for combining the various inputs in the process of completing the project plans and managing the Consultant design effort.
24		CWCB Colorado Water Conservation Board
25	DEIS	Draft Environmental Impact Statement
26		DHV Future Design Hourly Volume (two-way unless specified otherwise)
27	DRCOG	Denver Regional Council of Governments
28	D&RGW	Denver & Rio Grande Western Railroad
29	EA	Environmental Assessment
30	EIS	Environmental Impact Statement
31	ESAL	Equivalent Single Axle Load
32	ESE	Economic, Social and Environmental
33	FEIS	Final Environmental Impact Statement
34	FEMA	Federal Emergency Management Agency
35	FHPG	Federal Aid Highway Policy Guide
36	FHWA	Federal Highway Administration
37	FIPI	Finding In Public Interest
38	FIR	Field Inspection Review
39	FONSI	Finding of No Significant Impact
40	FOR	Final Office Review
41	GPS	Global Positioning System
42	MAJOR STRUCTURES	Bridges and culverts with a total clear span length greater than twenty feet. This length is measured along the centerline of roadway for bridges and culverts, from abutment face to abutment face, Retaining structures are measured along the horizontal distance along the top of the wall. Structures with exposed heights at any section over five feet and total lengths greater than a hundred feet as well as overhead structures including (bridge signs, cantilevers and butterflies extending over traffic) are also considered major structures.

**R2 LOCAL AGENCY PROGRAM MANAGEMENT & ENVIRONMENTAL SERVICES  
SCOPE OF WORK**

43		MPO Metropolitan Planning Organization (i.e. Denver Regional Council of Governments, Pikes Peak Area Council of Governments, Grand Junction MPO, Pueblo MPO, and North Front Range Council of Governments).
44	MS4	Municipal Separate Storm Sewer System
45	NEPA	National Environmental Policy Act
46	NFIP	National Flood Insurance Program
47	NGS	National Geodetic Survey
48	NICET	National Institute for Certification in Technology
49	NOAA	National Oceanic and Atmospheric Administration
50	PAPER SIZES	See Computer-Aided Drafting Manual (CDOT); Table 6-13 and Table 8-1
51		PE Professional Engineer registered in Colorado
52	PM	Program Manager
53		PLS Professional Land Surveyor registered in Colorado
54	PRT	Project Review Team
55	PS&E	Plans, Specifications and Estimate
56	PROJECT	The work defined by this scope
57	PWQ CM	Permanent Water Quality Control Measure
58	ROR	Region Office Review
59		ROW Right-of-Way: A general term denoting land, property, or interest therein, usually in a strip acquired for or devoted to a highway
60	ROWPR	Right-of-Way Plan Review
61	RTD	Regional Transportation Director
62	T/E	Threatened and/or Endangered Species
63	SFHA	Special Flood Hazard Area
64	SH	State Highway Numbers
65	TMOSS	Terrain Modeling Survey System
66		TOPOGRAPHY In the context of CDOT plans, topography normally refers to existing cultural or manmade details.
67	UDFCD	Urban Drainage and Flood Control District
	USCOE	United States Army Corp of Engineers