



Stage 0

Manual of Standard Practice



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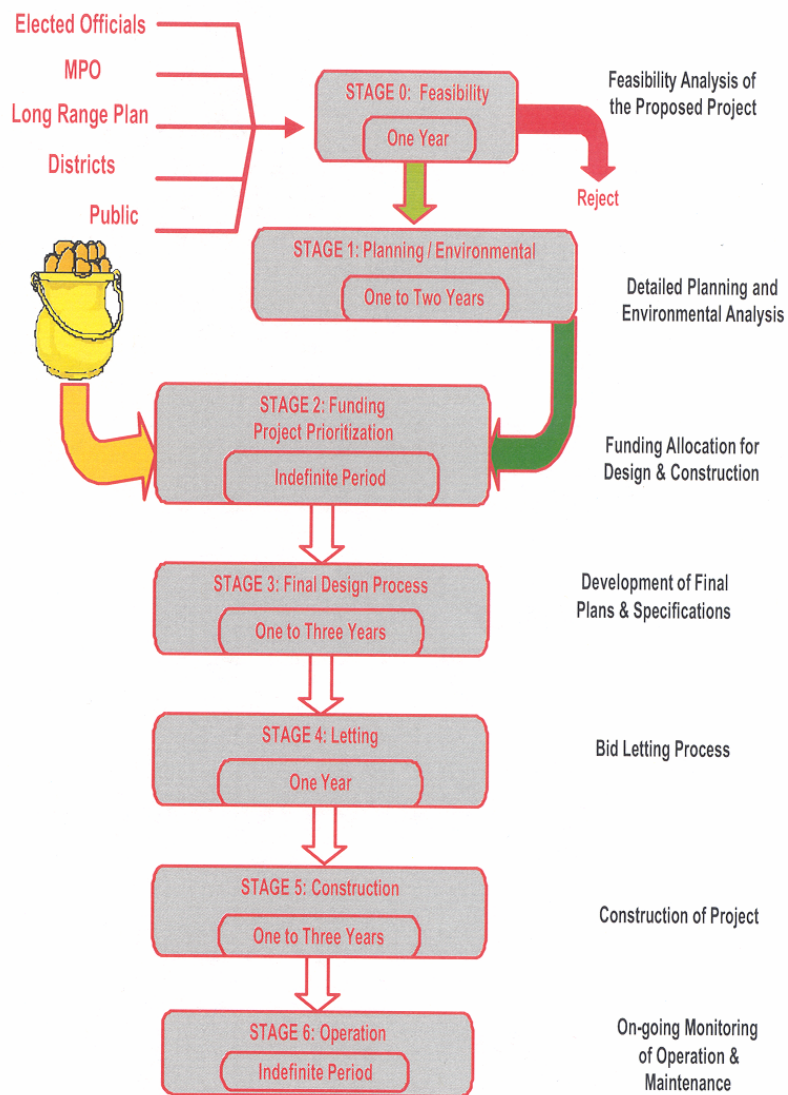
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1 INTRODUCTION

The key element of the Department of Transportation and Development's (DOTD's) project delivery process is its clear definition of stages. Figure 1-1 defines the seven stages of the project delivery process. The process begins with Stage 0, Feasibility, and ends with Stage 6, Operations. This manual focuses on Stage 0, Feasibility, of DOTD's project delivery process. For more information on the project delivery process, see DOTD's Project Delivery Manual.



DOTD's Project Delivery Process

Figure 1-1

1.1 Purpose

The purpose of Stage 0 is to reach a decision regarding the project's feasibility and whether the project should continue further through the project delivery process. A base of information must be developed so that rational decisions can be made regarding the allocation of available funds among competing projects. Once projects are selected for addition to the Highway Program, the information gathered from Stage 0 provides the information necessary to proceed with Stage 1, Planning and Environmental.

The outcome of Stage 0 is a "go/no-go" decision regarding project advancement. A "go" project is deemed to be feasible and is selected through the Highway Project Selection Process to continue through the project delivery process. The "no-go" project is not selected through the process and will be retained for reconsideration in the future or will be dropped from further consideration.

1.2 Process

DOTD uses two methods to identify candidate highway projects. The first is a technical method that gathers and analyzes data regarding the physical condition, operational characteristics, safety performance, and congestion on state highways. The second method seeks input from DOTD customers—the general public, state and local elected officials, metropolitan planning organizations (MPOs), etc. Even though the majority of public involvement will occur during the Stage 1 process; it will be necessary, on occasion, to involve the public during the Stage 0 process. In some cases, funds are earmarked for specific projects by Congress or the Louisiana Legislature. In other cases, DOTD administers federal highway funds for local governments and other special programs.

The complexity of the project will determine the extent of documentation required. For example, those projects requiring right-of-way or having obvious major environmental impacts will require more information than comparatively simple routine projects. For some types of projects, an initial screening may be necessary before proceeding with Stage 0 in order to reduce the number of candidate projects to a manageable level for the resources available. The overall flow of project requests through Stage 0 and their ultimate disposition is illustrated in Figure 1-2. For details of specific project types, see chapters 2 through 6 of this manual.

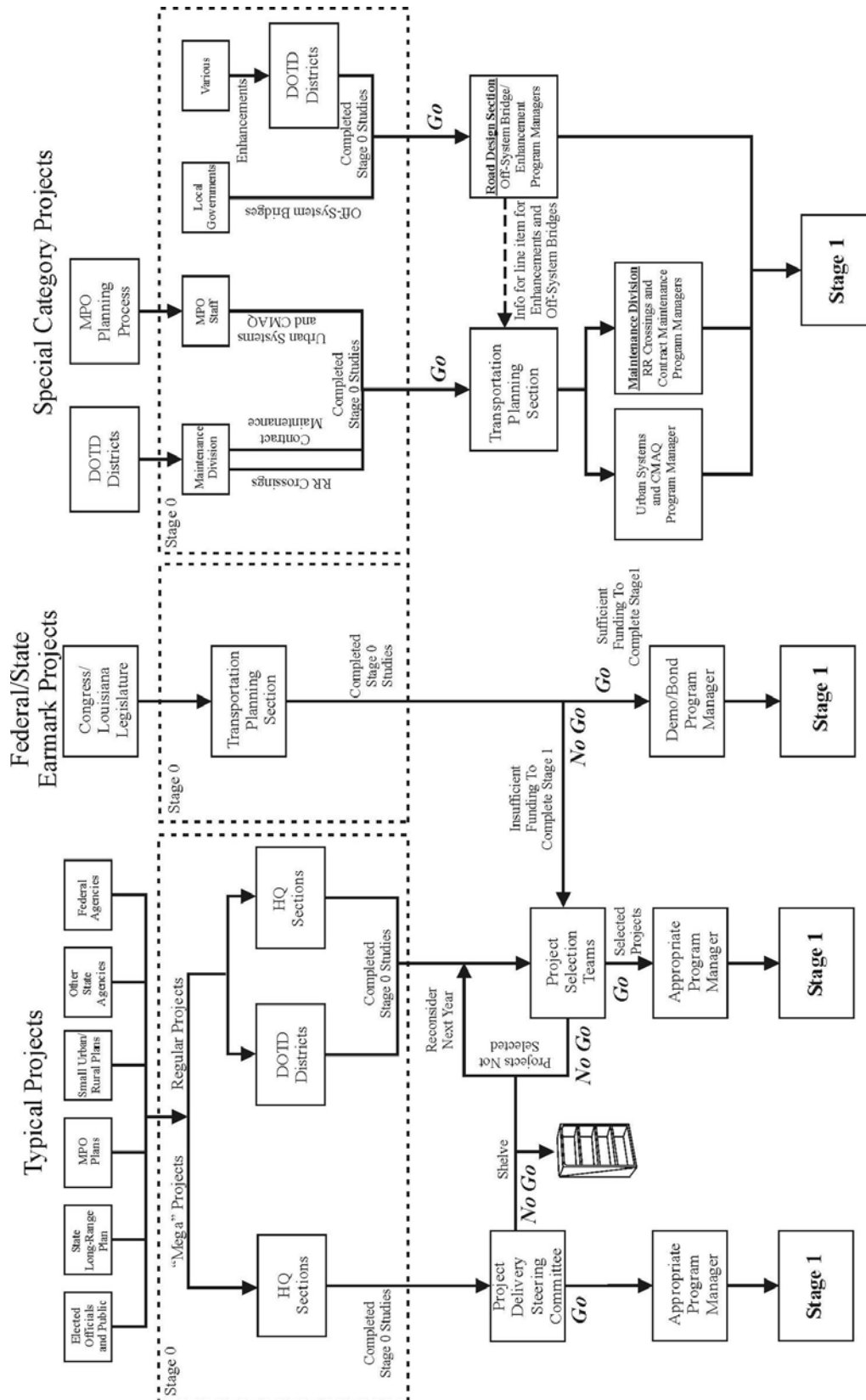


Figure 1-2

1.3 Project Types

Typical Projects: Typical projects must be separated by the magnitude of their costs. Those classified as “mega” projects will require dedicated funding since they cannot reasonably be funded entirely under the annual Highway Priority Program. In instances when resource constraints necessitate an initial screening of typical projects, the Project Delivery Steering Committee will decide which “mega” projects proceed through Stage 0. At the conclusion of the Stage 0 study for each “mega” project, the Project Delivery Steering Committee will decide whether to proceed with Stage 1 or place the project on hold until more information is available about potential funding sources.

Regular projects are those that can reasonably be funded under the annual Highway Priority Program, subject to competition with other projects within the same category. Each year, all candidate projects for which Stage 0 studies have been completed will be submitted to the appropriate project selection teams. The teams will then decide which projects proceed to Stage 1 within the respective budget constraints for each project category. Projects not selected can be shelved or retained for reconsideration the following year. For further information on the project selection teams and the project selection procedures, refer to the “DOTD Highway Project Selection Process” manual.

Federal/ State Earmark Projects: The U.S. Congress designates funding for specific transportation projects in various legislative acts in a practice referred to as “earmarking.” The projects are often called “high priority” or “demonstration” projects. Similarly, the Louisiana Legislature earmarks funding for specific projects through the State Capital Outlay Bond Program. Stage 0 studies will be undertaken for each of these Federal and State earmarked projects. If sufficient earmarked funds remain following the completion of the Stage 0 study, the project will proceed to Stage 1. If the remaining funding is not sufficient to complete Stage 1, the Stage 0 study will either be retained for reconsideration in the future or forwarded to the appropriate project selection team for consideration subject to competition with other projects within the same category (i.e., preservation, operations, safety, additional capacity).

Special Category Projects: The DOTD administers federal highway funds for local governments and manages other special programs.

- For Urban Systems and CMAQ funded projects, the decisions regarding which projects will proceed to Stage 1 will be made within the MPO planning process. Normally, the MPO staff will complete the Stage 0 studies and submit them to

DOTD for review. Similarly, local governments make the decisions for off-system bridge projects. Completed Stage 0 studies are then submitted to the DOTD for review.

- For highway/railroad at-grade crossing improvement projects and system preservation projects, preparation of the Stage 0 studies and selection of projects to proceed to Stage 1 occurs almost simultaneously. This is a result of the repetitive nature of these projects and the extremely low frequency of adverse impacts to the natural or human environments.
- Enhancement projects are a unique case. A wide range of entities submit applications. The completed applications serve as the Stage 0 studies. The DOTD districts review these applications and prioritize them within each respective district. They also coordinate with the MPO for those proposed projects located within the metropolitan planning area in each district.

Regardless of the type of project, once the decision is made to proceed to Stage 1, the appropriate Program Manager is notified and provided with a copy of the Stage 0 study. It is the Program Manager's responsibility to gain approval of Stage 1 funding, to ensure that a project number is obtained by the appropriate departmental personnel, and to make the necessary contacts to initiate Stage 1. The Program Manager is responsible for sending a memorandum to the Environmental Section indicating that the project was selected and approved for further processing through Stage 1.

1.4 Process Steps for all Project Types

The steps for completing a Stage 0 study are outlined in Figure 1-3. The Stage 0 process for all of the different project types is discussed in detail throughout this manual. The first step in the process is defining and articulating the purpose and need for the project.

The results of the subsequent steps determine the “practical feasibility” of the projects and provide much of the information needed to make rational decisions regarding the allocation of available funds among competing projects. “Practical feasibility” refers to the technical, environmental, and financial aspects of the project. Can the project be implemented from a technical standpoint? Are there obvious environmental impacts that would preclude implementation? Is the project cost within the realm of possibility for current DOTD funding programs, or will special dedicated funding be required?

The next step in the Stage 0 process is to identify and describe a project that will address the purpose and need. This includes describing the existing facility; providing technical data such as current ADT, physical condition, etc.; describing the proposed improvements; and providing any technical analyses (i.e., safety, capacity, air quality, point-of-access, etc). The project description should include the basic design criteria and major design features. Any design exceptions for the project should be presented along with the rationale for them. For projects requiring right-of-way or when practical, an aerial photograph with the proposed improvements and approximate required right-of-way limits superimposed should be included as part of the Stage 0 study. The Real Estate and Utility Sections will conduct a detailed investigation of the right-of-way and utility relocation impacts. Any reasonable alternatives to the initial project concept should be identified and described. Lastly, the management of traffic and maintenance of access to adjacent properties during construction should be described.

The third step in the process is a preliminary review of the project with regard to the natural and human environment. This begins with defining the context of the area (adjacent land uses, community features, etc.) and then performing an initial check for potential impacts to the environment. This can generally be accomplished by conducting a windshield survey and researching a few websites. It is important to employ “context sensitive solutions” during all stages of the project delivery process. Context sensitive solution principles require designers to work with communities, resource agencies and local officials and to incorporate feedback from the communities to ensure the project meets their local needs. If the project proceeds to Stage 1, a detailed environmental review will be conducted. Thus, the purpose of the preliminary environmental review in Stage 0 is to identify known potential impacts that could affect the cost or feasibility of the project. Also, a value planning / value engineering assessment, an environmental inventory, and constructability review on selected projects should be performed. Any foreseeable construction problems will be identified with recommendations for solutions. Refer to section 1.5 for additional project considerations.

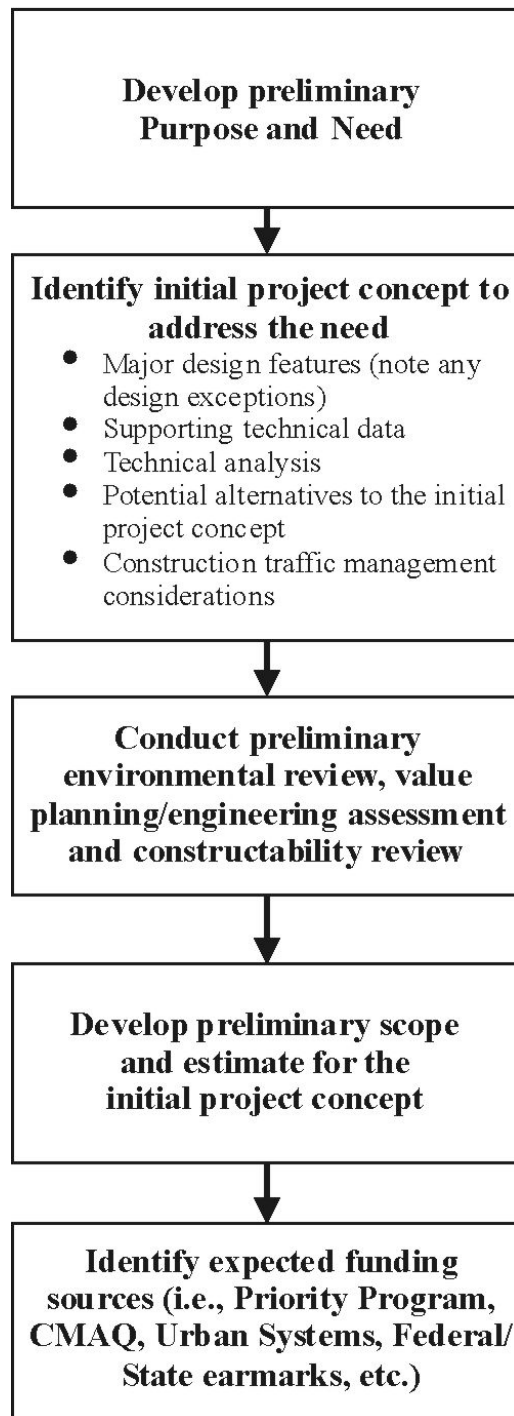
The fourth step in the process is to develop the preliminary cost estimate for the project. The project costs should include estimates for right-of-way, utility relocations, construction (including traffic management during construction), environmental studies, mitigation, and design engineering. Guidance on preparing costs estimates for each stage in the project development process, including Stage 0, has been prepared by the Project Development Division (see Appendix II: Estimating Process in the DOTD Project Delivery Manual).

Finally, the last step in the Stage 0 process is to identify expected funding sources. If the project is being submitted for consideration under the DOTD's regular construction program, then the Highway Priority Program category should be listed. However, if other funding is available to cover a portion of the cost, the source(s) and amount(s) should be listed as this can affect the priority that the project is given by the project selection teams. If the project has its own funding (i.e., Federal/State earmark, Urban Systems, CMAQ, etc.), then the source(s) and amount(s) should be listed.

All safety Stage 0 studies are protected under Title 23 U.S.C. 409. The following statement should be included in these studies: "This document is exempt from discovery or admission under Title 23 U.S.C. 409."

Any significant changes to the project scope or budget must be submitted to the Program Manager for approval. Changes to the budget may need to be brought to the Project Delivery Steering Committee, particularly if the Budget Partition is impacted.

Stage 0 Process



Stage 0 Process
Figure 1-3

1.5 Additional Project Considerations

The Stage 0 process is an opportunity to consider items which may have a negative and/or a positive impact on a project. Some of the items that should be considered when determining the feasibility of a project are listed below:

- Transit operations
- Intelligent Transportation System (ITS) applications
- Landscape design
- Lighting and other electrical considerations
- Adjacent railroads and/or railroad crossings

Transit operations should be considered during the Stage 0 process for projects in areas that have an existing transit system as well as in areas where a transit system is planned. For metropolitan areas, transit operation plans need to be coordinated through the MPO. Transit operation plans for other areas should be coordinated through the DOTD Public Transportation Section.

ITS applications should be considered throughout DOTD's project delivery process. DOTD's role in ITS planning, deployment, management, and operations is to augment the existing highway planning, construction, and maintenance practices that employ conventional traffic control devices.

Landscape design should be considered early in the project delivery process. Landscape design provides vegetation for aesthetics, safety, and erosion control purposes. It can also aid in lowering construction and maintenance costs.

Lighting and other electrical considerations should be considered during the Stage 0 process. In addition to lighting, these applications include consideration of future traffic signals, electrical facilities, and other electrical engineering needs.

Any adjacent railroads and/or railroad crossings should be noted in the Stage 0 report. Early coordination with DOTD's Systems Engineering Section is recommended.

1.6 Responsibility

The responsibility for preparing and checking the Stage 0 study for completeness and giving final approval is indicated in the following matrix. While Stage 0 activities will be conducted in various sections throughout DOTD depending on the nature of the project, the Project Scoping Unit within the Office of Planning and Programming is available to provide advice and assistance in preparing Stage 0 studies. The Stage 0 process for each of the project categories / subcategories listed in the matrix is discussed in detail in the following chapters.

Stage 0 Responsibility Matrix

Project Category/Subcategory	Prepare Stage 0 Study	Check Completeness / Approve Stage 0 Study
System Preservation		
Non-Interstate Pavement	Districts	Systems Engineering Section
Interstate Pavement	Districts / Systems Engineering Section	Systems Engineering Section
Contract Maintenance	Districts	Systems Engineering Section
Bridge (on-system)	Districts / Bridge Design Section	Bridge Design Section
Bridge (off-system)	Local Governments	Road Design Section
Operations/Motorist Services		
ITS	MPOs / ITS Section	ITS Section
MAP	N/A	N/A
Traffic Control Devices Replacement/Upgrade	Districts / Traffic Engineering Management Section	Traffic Engineering Management Section
TSM	Districts	Districts
Roadway Flooding	Districts	Hydraulics Section
Weigh Stations	Weight Enforcement Section	Weight Enforcement Section
Rest Areas	Systems Engineering Section	Systems Engineering Section
Movable Bridge P. M.	Bridge Maintenance and Facilities Maintenance Section	Bridge Maintenance and Facilities Maintenance Section
Highway Safety		
Highways	Districts / Road Design Section / Highway Safety Section / Transportation Planning Section	Highway Safety Section
RR Crossing Upgrades	Systems Engineering Section	Systems Engineering Section
Additional Capacity/ New Infrastructure		
Regular Program	Districts / Road Design Section / Transportation Planning Section	Transportation Planning Section
Corridor Upgrade	Districts / Road Design Section / Transportation Planning Section	Transportation Planning Section
TIMED	N/A	N/A
Other		
Enhancements	Project Applicant	Road Design Section
Urban Systems / CMAQ	MPO	Transportation Planning Section
Federal / State Earmarks (i.e., Demo, Bond)	MPO / Transportation Planning Section	Transportation Planning Section

Note: The Project Scoping Unit in the Transportation Planning Section is available to provide advice and assistance in preparing Stage 0 studies.

2 System Preservation

System preservation is a concept that has long been employed by highway engineers. System preservation can have many benefits including substantial life cycle cost savings, improved customer service, and better system-wide pavement and bridge performance. The Stage 0 process for pavement preservation, on-system bridges, and off-system bridges is explained throughout this chapter.

2.1 Pavement Preservation

Pavement preservation is a very important component of the DOTD's responsibility for highways. Typical pavement preservation projects include a number of project types from chip seals, and sealing joints and cracks to simple resurfacing to complete pavement replacement. These improvements include treatments which prolong the life of the existing pavement by preventing future deterioration or more intensive treatments which rehabilitate deteriorated pavements. The documentation needed to complete Stage 0 is limited due to the nature of these projects.

The Stage 0 for pavement preservation projects is typically prepared by the Districts in the form of a potential project list. Districts are asked to provide a list of the requested projects in priority order. Information required for the proposed projects list includes the following:

- a. Priority
- b. Control section (sub-section)
- c. Parish
- d. Length
- e. Begin and end log mile
- f. Route
- g. Name
- h. Existing pavement type
- i. Scope
- j. Estimated Cost
- k. ADT
- l. Number of lanes
- m. Pavement condition data (performance, roughness and rutting index)
- n. Date of last construction
- o. Railroad within vicinity (yes/no)

An example of the spreadsheet used for the project listing can be found at the end of this section.

The list of preservation projects is checked for completeness and reviewed by the Pavement Preservation Program Manager before submitting the list to the Project Selection Team. Once the decision is made to proceed to Stage 1, Planning and Environmental, it is the Program Manager's responsibility to ensure that project numbers are obtained by the appropriate departmental personnel and to send a list of the projects to DOTD's Environmental Section.

Pavement preservation projects do not include right-of-way acquisition. Pavement preservation projects rarely require any type of utility agreements or coordination. Since these projects involve work on existing facilities within the existing right-of-way, the environmental process is typically less complicated than that for most other projects.

Any significant changes to the approved project scope or budget must be submitted to the Program Manager for approval. Changes to the budget may need to be brought to the Project Delivery Steering Committee, particularly if the Budget Partition is impacted.

District 61

[illegible]

Pavement Preservation Example

2-2 On-System Bridges

Bridge preservation is emphasized in current state law, in current federal law, in the DOTD Strategic Plan and in the Federal Highway Administrations' National Strategic Plan. Therefore, it is critical to have an effective Bridge Preservation Program. The Stage 0 process will aid in providing an effective program. The Stage 0 process for on-system bridge projects is described in the following paragraphs.

A list of potential structures that qualify for replacement or rehabilitation funding under the Federal Highway Bridge Program and are not currently scheduled for any construction action is compiled by the On-System Bridge Program Manager. The list of potential structures is distributed to the District offices for their review. The District offices will submit a list of bridge replacement projects in priority order based on potential structures and the needs of the District. A Stage 0 Preliminary Scope and Budget Checklist, a Stage 0 Environmental Checklist, and a Stage 0 Structural Site Survey is available to aid in the preparation of Stage 0 studies. These forms, which can be found in this manual in the appendix, are prepared by District personnel and submitted with each proposed project. The survey and checklists are used to aid in the decision making process. An example of the Stage 0 Structural Site Survey, the Stage 0 Preliminary Scope and Budget Checklist, and the Environmental Checklist can be found at the end of this section.

The On-System Bridge Program Manager will refine the District's priority list by considering truck routes, average daily traffic, route continuity, structure age, material, and condition, crash data, construction cost estimate, and available program funds. A cost estimate is prepared by the Program Manager based on preliminary information provided by the District. This information is used to determine the approximate number of structures that will be on the refined proposed project list. The Program Manager compiles a Stage 0 study in order to provide sufficient decision making information to the Bridge Preservation Project Selection Team. A Stage 0 study may include but is not limited to the following items:

- a. Executive summary
- b. Stage 0 checklist
- c. Stage 0 structural site survey
- d. Stage 0 environmental checklist
- e. Cost estimate
- f. Photographs of the structure and project site

Due to these considerations, a more refined project list is established that meets the Districts' needs.

The Stage 0 study for on-system bridge preservation projects is checked for completeness and reviewed by the On-System Bridge Preservation Program Manager. The Program Manager must acquire the Bridge Design Engineer's approval before submitting the list to the Project Selection Team. The team will decide which projects proceed to Stage 1, Planning and Environmental. It is the Program Manager's responsibility to ensure that project numbers are obtained by the appropriate departmental personnel and to make the necessary contacts to initiate Stage 1.

Any significant changes to the approved project scope or budget must be submitted to the Program Manager for approval. Changes to the budget may need to be brought to the Project Delivery Steering Committee, particularly if the Budget Partition is impacted.

STAGE 0
Preliminary Scope and Budget Checklist

District 08 Parish Rapides Route US 165B

Control Section 015-01 Total Project Length (miles) 0.5

Begin Project (CS Log Mile) 2.25 End Project (CS Log Mile) 2.75

Project Category (Safety, Capacity, etc.) Bridge Preservation Date Prepared: 10/27/06

A. Purpose and need for the project: Bridge Replacement

B. Project Concept

- Description of existing facility (functional class, ADT, number of lanes, etc.): UA-2, 9,800 ADT, 2-12 ft lanes with 5 ft shoulders (Structure No. 8400150102341)
- Major Design Features/Criteria of the proposed facility (attach aerial photo w/concept if applicable):
Railroad overpass
- Design Exceptions: None apparent – further review in preliminary plan development
- Technical Analyses (traffic analysis, safety analysis, etc.): N/A
- Alternatives to Project Concept: At grade crossing
- Future ITS / Traffic Considerations: N/A
- Construction Traffic Management/Property Access Considerations: Residential and Commercial

C. Potential environmental impacts (Complete the Stage 0 Environmental Checklist on pages 4-10 to 4-13):

Church, cemetery, Atmos Energy, multiple single family residences and several live oak trees

D. Cost Estimate

- Engineering Design: \$250,000
- Environmental (document, mitigation, etc.): \$100,000
- R/W Acquisition: \$350,000
(C of A if applicable)
- Utility Relocations: \$400,000
- Construction (including const. traffic management): \$5,000,000
- TOTAL PROJECT COST** **\$6,100,000**

E. Expected Funding Source(s) (Highway Priority Program, CMAQ, Urban Systems, Fed/State earmarks, etc.)

Highway Priority Program

ATTACH ANY ADDITIONAL DOCUMENTATION Prepared By: John Q. Engineer

Disposition (circle one): (1) Advance to Stage 1 (2) Hold for Reconsideration (3) Shelve

Stage 0 Environmental Checklist

C.S. 015-01 Parish Rapides
Route US 165B (Structure No. 8400150102341) Begin Log mile 2.25 End Log mile 2.75

ADJACENT LAND USE: Residential and Commercial

Any property owned by a Native American Tribe?

(Y or N or Unknown) If so, which Tribe? N

Any property enrolled into the Wetland Reserve Program?

(Y or N or Unknown) If so, give the location N

Community Elements: Is the project impacting or adjacent to any:

(Y or N) Cemeteries Y, Church of Christ Cemetery (adjacent)

(Y or N) Churches Y, Church of Christ (adjacent)

(Y or N) Schools N

(Y or N) Public Facilities (i.e., fire station, library, etc.) N

(Y or N) Community water well/supply N

Section 4(f) issue: Is the project impacting or adjacent to any:

(Y or N) Public recreation areas N

(Y or N) Public parks N

(Y or N) Wildlife Refuges N

(Y or N) Historic Sites N

Is the project impacting, or adjacent to, a property listed on the National Register of Historic Places? (Y or N) Is the project within a historic district or a national landmark district? (Y or N) If the answer is yes to either question, list names and locations below:

N, N

Do you know of any threatened or endangered species in the area? (Y or N)

If so, which species? N

Does the project impact a stream protected by the Louisiana Scenic Rivers Act? (Y or N)

If yes, name the stream. N

Are there any Significant Trees as defined by EDSM I.1.1.21 within proposed ROW?(Y or N)

If so, where? Y, Several live oak trees located at C.S. Log Miles 2.26, 2.30, 2.70, and 2.75

What year was the existing bridge built? 1950

Are any waterways impacted by the project considered navigable? (Y or N) If unknown,

state so, list the waterways: N

Hazardous Material: Have you checked the following DEQ and EPA databases for potential problems?

(Y or N) Leaking Underground Storage Tanks Y, nothing found

(Y or N) CERCLIS Y, nothing found

(Y or N) ERNS Y, nothing found

(Y or N) Enforcement and Compliance History Y, nothing found

If found site, give the name and location: _____

Underground Storage Tanks (UST): Are there any Gasoline Stations or other facilities that may have UST on or adjacent to the project? (Y or N) N

If so, give the name and location: _____

Stage 0 Environmental Checklist

Any chemical plants, refineries or landfills adjacent to the project? (Y or N) Any large manufacturing facilities adjacent to the project? (Y or N) Dry Cleaners? (Y or N) If yes to any, give names and locations: N, N, N

Oil/Gas wells: Have you checked DNR database for registered oil and gas wells? (Y or N)
List the type and location of wells being impacted by the project. oil/gas wells are not being impacted by this project

Are there any possible residential or commercial relocations/displacements? (Y or N)
How many? N

Do you know of any sensitive community issues related to the project? (Y or N)
If so, explain N

Is the project area population minority or low income? (Y or N) N

What type of detour/closures could be used on the job? The road will be closed during construction. Alternate state routes (LA 3144, US 167, and LA 3100) can be used to detour the traffic.

Did you notice anything of concern during your site/windshield survey of the area? If so, explain below. Atmos Energy and multiples single family residences are located adjacent to the project site.

John Q. Engineer

Point of Contact

(225) 379-1111

Phone Number

10/27/2006

Date

Stage 0 Environmental Checklist

Threatened & Endangered Species Information

<http://www.wlf.louisiana.gov/experience/threatened/speciesfactsheets/>
<http://www.wlf.louisiana.gov/experience/threatened/threatenedandendangeredtable/>
<http://www.wlf.louisiana.gov/experience/threatened/>

LA Wildlife Refuge Information

<http://www.wlf.louisiana.gov/experience/wmas/refuges/>

Louisiana Scenic Rivers Act (R.S. 56:1840-1856)

Louisiana Natural and Scenic Rivers (R.S. 56:1847)

<http://www.legis.state.la.us/lss/lss.asp?doc=104995>

Louisiana Historic and Scenic Rivers (R.S. 56:1856)

<http://www.legis.state.la.us/lss/lss.asp?doc=105004>

<http://www.wlf.louisiana.gov/experience/scenicrivers/>

Significant Tree Policy (EDSM I.1.1.21)

EDSMs can be found on DOTD's intranet site: <http://ladotnet/>

(Live Oak, Red Oak, White Oak, Magnolia or Cypress, aesthetically important, 18" or greater in diameter at breast height and has form that separates it from surrounding or that which may be considered historic.)

LA Historic Sites and Districts

<http://www.crt.state.la.us/hp/nhl/default.htm>

Hazardous Waste Site Information

<http://www.deq.louisiana.gov/portal/tabid/71/Default.aspx>

<http://www.epa.gov/superfund/sites/cursites/index.htm>

<http://www.epa.gov/superfund/sites/npl/la.htm>

http://www.deq.louisiana.gov/portal/Portals/0/permits/ust_facility_owner.pdf

http://www.deq.louisiana.gov/portal/Portals/0/remediation/form_5222_r01.xls

http://www.nrc.uscg.mil/wdbcgi/wdbcgi.exe/WWWUSER/WEBDB.foia_query.show_parms

<http://www.epa.gov/echo/>

DNR Oil & Gas Well Information

http://sonris-www.dnr.state.la.us/www_root/sonris_portal_1.htm

Environmental Justice (minority & low income)

<http://www.fhwa.dot.gov/environment/ej2000.htm>

Demographics

<http://www.louisiana.gov/wps/wcm/connect/Louisiana.gov/About+Louisiana/Demographics%3A+Census+Info/Census+2000+Information/>

<http://www.census.gov/>

Water Wells

<http://www.dotd.state.la.us/intermodal/wells/home.asp>

FHWA's Environmental Website (Just a good reference for understanding NEPA)

<http://www.fhwa.dot.gov/environment/index.htm>

Additional Databases Checked

Other Comments:

Stage 0 Environmental Checklist

General Explanation:

To adequately consider projects in Stage 0, some consideration must be given to the human and natural environment which will be impacted by the project. The Environmental Checklist was designed knowing that some environmental issues may surface later in the process. This checklist was designed to obtain basic information, which is readily accessible by reviewing public databases and by visiting the site. It is recognized that some information may be more accessible than other information. Some items on the checklist may be more important than others depending on the type of project. It is recommended that the individual completing the checklist do their best to answer the questions accurately. Feel free to comment or write any explanatory comments at the end of the checklist.

The Databases:

To assist in gathering public information, the previous sheet includes web addresses for some of the databases that need to be consulted to complete the checklist. As of October 2006, these addresses were accurate.

Note that you will not have access to the location of any threatened or endangered (T&E) species. The web address list only the threatened or endangered species in Louisiana. It will generally describe their habitat and other information. If you know of any species in the project area, please state so, but you will not be able to confirm it yourself. If you feel this may be an issue, please contact the Environmental Section. We have biologist on staff who can confirm the presence of a species.

Why is this information important?

Land Use? Indicator of biological issues such as T&E species or wetlands.

Ownership? Tells us whether coordination with tribal nations will be required.

WRP properties? Farmland that is converted back into wetlands. The Federal government has a permanent easement which cannot be expropriated by the State. Program is operated through the Natural Resources Conservation Service (formerly the Soil Conservation Service).

Community Elements? DOTD would like to limit adverse impacts to communities. Also, public facilities may be costly to relocate.

Section 4(f) issues? USDOT agencies are required by law to avoid certain properties, unless a prudent or feasible alternative is not available.

Historic Properties? Tells us if we have a Section 106 issue on the project. (Section 106 of the National Historic Preservation Act) See <http://www.achp.gov/work106.html> for more details.

Scenic Streams? Scenic streams require a permit and may require restricted construction activities.

Significant Trees? Need coordination and can be important to community.

Age of Bridge? Section 106 may apply. Bridges over 50 years old are evaluated to determine if they are eligible for the National Register of Historic Places.

Navigability? If navigable, will require an assessment of present and future navigation needs and US Coast Guard permit.

Hazardous Material? Don't want to purchase property if contaminated. Also, a safety issue for construction workers if right-of-way is contaminated.

Oil and Gas Wells? Expensive if project hits a well.

Relocations? Important to community. Real Estate costs can be substantial depending on location of project. Can result in organized opposition to a project.

Sensitive Issues? Identification of sensitive issues early greatly assists project team in designing public involvement plan.

Minority/Low Income Populations? Executive Order requires Federal Agencies to identify and address disproportionately high and adverse human health and environmental effects on minority or low income populations. (often referred to as Environmental Justice)

Detours? The detour route may have as many or more impacts. Should be looked at with project. May be unacceptable to the public.

PRESERVATION BRIDGE (ON SYSTEM)
Stage 0 Structural Site Survey

STRUCTURE NO. 8400150102341

(Structure Inventory and Appraisal Form Attached)

GENERAL:

Any there any unusual number of accidents or other safety concerns at this site?

(Y or N or Unknown) If so, give the location

None reported

Have any significant repairs been done to the structure that will be reflected in the inspection reports that may improve the sufficiency rating to above 50, therefore disqualifying it for replacement or above 80 which disqualifies it from rehabilitation under the Federal Bridge Rehabilitation / Replacement Program?

(Y or N or Unknown) If so, explain

No

Any there any future plans for overlaying or widening the route, paving the shoulders or any other improvements around the existing structure?

(Y or N or Unknown) If so, explain

No

Are there any existing pedestrian or bicycle facilities in the vicinity of this bridge site?

(Y or N) If so, explain

Yes, sidewalk on the north side of the bridge.

Are the existing shoulders along the route paved or aggregate?

Explain

Paved, 5 ft shoulders

What is the existing roadway pavement type?

Explain

Asphaltic concrete

Are there any existing maintenance problems at this site that need to be addressed under the new project?

Explain

Some erosion near abutment

PRESERVATION BRIDGE (ON SYSTEM)

Stage 0 Structural Site Survey

MAINTENANCE OF TRAFFIC:

Can the District support closing the road during construction? Is there an alternate state route available?

(Y or N or Unknown) If so, please provide a map, an explanation of the alternate route and the required mileage off the detour around the bridge site.

Yes, Via LA 3144 (Edgewood Drive) and US 167 (Pineville Freeway) and LA 3100. See enclosed map.

If an on site detour is provided, what side of the existing bridge would best facilitate the detour construction and what obstructions are present?

(Identify and explain)

There is not enough room on either side of the bridge for a detour.

If phased construction is considered at this site, could the District support a one lane roadway with signals during construction?

(Y or N or Unknown) If so, explain

No

CONSTRUCTABILITY:

Are there any obvious access issues that may affect the contractors' construction of the bridge?

(Y or N or Unknown) If so, explain

No

Is the water depth at the site of sufficient depth to float barges? Will barges obstruct navigation?

(Y or N or Unknown) If so, explain

N/A

Are there any obvious overhead obstructions that may impede pile driving operations?

(Y or N or Unknown) If so, explain

No

Are there any residences, businesses, or facilities in the area that may be affected by the noise and vibration from the pile driving operations?

(Y or N or Unknown) If so, explain

Yes, Church and personal residences.

Are there any driveways or property entrances that will have to be maintained during construction, relocated and / or reconstructed?

(Y or N or Unknown) If so, explain

Yes, Church and several personal driveways.

PRESERVATION BRIDGE (ON SYSTEM)
Stage 0 Structural Site Survey

HYDRAULIC:

Does the roadway have a history of overtopping along the floodplain in the vicinity of this project? If so, what is the frequency?

(Y or N or Unknown) If so, explain

No

Is there any evidence or history of debris build up at this site?

(Y or N or Unknown) If so, explain

N/A

Is there any evidence or history of abutment scour, degradation of the channel or channel migration at this bridge site?

(Y or N or Unknown) If so, explain

Some erosion near abutment.

UTILITIES:

Are there any utilities located within 100' from the centerline of the roadway between 1000' of the bridge ends?

(Y or N or Unknown) If so, explain

Yes, Pole line for Cleco, Bell South, and Cox Cable on the west side. Transla gas on the west side. City of Pineville water on the east side. City of Pineville sewer crosses the road to the North.

Are there any utilities supported by the structure?

(Y or N) If so, describe

No

RIGHT OF WAY:

Are there any obvious right of way impacts, relocations or business displacements required because of the proposed construction?

(Y or N or Unknown) If so, explain

Personal residence on the west end of the bridge is close in proximity to the existing bridge.

Prepared by: John Q. Engineer

Date: 10/27/2006

Phone Number: (225) 379-1111

Approved By: _____ District Maintenance Engineer

2-3 Off-System Bridges

The purpose of the Off-System Bridge Program is to replace or rehabilitate deficient highway bridges located on non-state owned public roads. DOTD's Road Design's Off-System Bridge Unit is responsible for administering the available federal funding for bridges on non-state owned roadways.

The majority of these projects are "spot" replacements with minimal road and channel work performed. New alignments such as straightening a substandard curve near the structure are only considered if safety problems exist at the site and if the parish is in agreement and can obtain right-of-way. Structure selection is based on hydraulic analysis of the stream and may include a bridge, box culvert, or pipe. The Stage 0 process for off-system bridge projects is as described in the following paragraphs.

An estimated construction cost is determined by the Program Manager using previous construction lettings' cost. This estimated cost is inserted into an Easytrieve Plus program utilizing the Maintenance Section's Structure Master (STRM) files and the results provide the qualified structures and parishes' allocation of the available funds.

The parishes' program balance is computed based on previous allocations, funds spent to date, and replacement cost of structures in design. Program requirements, available funds, and list of qualified structures are then sent to each parish. Parishes select which projects to construct. Projects must serve the general public and/or industry. If the bridge is on a dead end road, the parish must justify the structure's replacement. Selections are then forwarded to district maintenance for concurrence. Once the selections are approved by district maintenance, the Program Manager completes the Stage 0 Preliminary Scope and Budget Checklist and the Stage 0 Environmental Checklist. An example of the Stage 0 Preliminary Scope and Budget Checklist and Stage 0 Environmental Checklist can be found at the end of this section. The Preliminary Scope and Budget Checklist includes but is not limited to information such as structure number and location, purpose and need, description of existing facility, cost estimate and expected funding source(s). The Environmental Checklist is used to aid in the preliminary review of potential impacts to the natural and human environment. These two blank checklists can be found in this manual in the appendix.

Engineering costs are easily calculated for the majority of projects. For unusual projects, engineering costs will be determined when developing the advertisement for consultant services. Parishes must obtain right-of-way, relocate utilities, provide permanent traffic

control devices, obtain permits, and provide design exceptions; therefore, utility relocations costs, right-of-way costs, and permit fees are the responsibility of the parishes and are not included in Off-System Bridge Program. Preliminary environmental review will be based on the Environmental Checklist completed by the parishes and submitted with the structure selections.

The Program Manager acquires the Stage 0 approval from the Project Development Division Chief. Once the decision is made to proceed to Stage 1, Planning and Environmental, it is the Program Manager's responsibility to request project numbers and initiate advertisements for consultant services. Any significant changes to the approved project scope or budget must be submitted to the Program Manager for approval.

STAGE 0
OFF SYSTEM HIGHWAY BRIDGE PROGRAM
Preliminary Scope and Budget Checklist

District 04 Parish Bossier Road Name Glass Road

Structure No. P01-30093-92669-1 Report No. 200542

Stream Name Warden River

Project Category (Safety, Capacity, etc.) Preservation Date Prepared: 09/06/06

A. Purpose and need for the project: Replace deficient structure

B. Project Concept

- Description of existing facility (bridge, surfacing, ADT, number of lanes, etc):
2- 10' lane wooden bridge, 250 ADT
- Major Design Features/Criteria of the proposed facility : Reconstruction to replace deficient bridge
- Design Exceptions: None apparent – further review in preliminary plan development
- Technical Analyses: N/A
- Alternatives to Project Concept: No build
- Construction Traffic Management/Property Access Considerations: Road closed or on site diversion

C. Potential environmental impacts: Mussels - See Environmental Checklist

D. Cost Estimate

- Engineering Design: \$100,000
- Environmental (document, mitigation, etc.): None
- R/W Acquisition:
(C of A if applicable) Local Government
- Utility Relocations: Local Government
- Construction (replacement cost) \$300,000

TOTAL PROJECT COST **\$400,000**

E. Expected Funding Source(s) (Highway Priority Program, CMAQ, Urban Systems, Fed/State earmarks, etc.)
Federal Aid Off-System Bridge Program

ATTACH ANY ADDITIONAL DOCUMENTATION Prepared By: S.A. Desine

Disposition (circle one): (1) Advance to Stage 1 (2) Hold for Reconsideration (3) Shelve

OFF SYSTEM HIGHWAY BRIDGE PROGRAM
Stage 0 Environmental Checklist

Structure No. P01-30093-92669-1
Report No. 200542
Name of Roadway & Stream Glass Road / Warden River

ADJACENT LAND USE:

☒ Forested
☐ Marsh/Swamp
☐ Agriculture
☐ Commercial
☐ Industrial
☒ Residential
☐ Undeveloped

Ownership:

☐ Public Ownership
☒ Private Ownership
☐ Tribal Government

Any property enrolled into the Wetland Reserve Program?

(Y or N or Unknown) If so, give the location N

Community Elements: Is the project impacting or adjacent to any:

(Y or N) Cemeteries N
(Y or N) Churches N
(Y or N) Schools N
(Y or N) Public Facilities (i.e., fire station, library, etc.) N
(Y or N) Community water well/supply N

Section 4(f) issue: Is the project impacting or adjacent to any:

(Y or N) Public recreation areas N
(Y or N) Public parks N
(Y or N) Wildlife Refuges N
(Y or N) Historic Sites N

Is the project impacting, or adjacent to, a property listed on the National Register of Historic Places? (Y or N) Is the project within a historic district or a national landmark district? (Y or N) If the answer is yes to either question, list names and locations below:

N / N

Do you know of any threatened or endangered species in the area? (Y or N)

If so, which species? Y, Mussels

Does the project impact a stream protected by the Louisiana Scenic Rivers Act? (Y or N)

If yes, name the stream. N

Are there any Significant Trees as defined by EDSM I.1.1.21 within proposed ROW?(Y or N)

If so, where? N

What year was the existing bridge built? 1953

Are any waterways impacted by the project considered navigable? (Y or N) If unknown, state so, list the waterways: N

What types of watercraft are known to use the stream? None

Is there any nighttime navigation? N

**OFF SYSTEM HIGHWAY BRIDGE PROGRAM
Stage 0 Environmental Checklist**

Are there any Hazardous Waste Sites adjacent to the project?

(Y or N or Unknown) If yes, give the names and locations below:

N

Underground Storage Tanks (UST): Are there any Gasoline Stations or other facilities that may have UST on or adjacent to the project? (Y or N) N

If so, give the name and location: _____

Any chemical plants, refineries or landfills adjacent to the project? (Y or N) Any large manufacturing facilities adjacent to the project? (Y or N) Dry Cleaners? (Y or N) If yes to any, give names and locations: N / N / N

Any Oil/Gas wells adjacent to structure? (Y or N) If yes, list the type and location of wells being impacted by the project. N

Are there any possible residential or commercial relocations/displacements? (Y or N)

How many? N

Do you know of any sensitive community issues related to the project? (Y or N)

If so, explain N

Is the project area population minority or low income? (Y or N) N

Can the roadway be closed during construction? Y

Did you notice anything of concern during your site/windshield survey of the area? If so, explain below.

N

S.A. Desine
Point of Contact

(225) 379-1297
Phone Number

9/6/2006
Date

OFF SYSTEM HIGHWAY BRIDGE PROGRAM

Stage 0 Environmental Checklist

Threatened and Endangered Species Information

<http://www.wlf.state.la.us/apps/netgear/index.asp?cn=lawlf&pid=693>

LA Wildlife Refuge Information

<http://www.wlf.state.la.us/apps/netgear/page57.asp>

Louisiana Scenic Rivers Act (R.S. 56:1840-1856)

Louisiana Natural and Scenic Rivers (R.S. 56:1847)

<http://www.legis.state.la.us/tsrs/tsrs.asp?lawbody=RS&title=56§ion=1847>

Louisiana Historic and Scenic Rivers (R.S. 56:1856)

<http://www.legis.state.la.us/tsrs/tsrs.asp?lawbody=RS&title=56§ion=1856>

Significant Tree Policy (EDSM I.1.1.21)

EDSM can be found on DOTD's intranet site: <http://ladotnet/>

(Live Oak, Red Oak, White Oak, Magnolia or Cypress, aesthetically important, 18" or greater in diameter at breast height and has form separates it from surrounding or considered historic.)

LA Historic Sites and Districts

<http://www.crt.state.la.us/nhl2/searchby.asp>

Hazardous Waste Site Information

<http://www.deq.state.la.us/remediation/lust.htm>

<http://www.epa.gov/superfund/sites/cursites/index.htm>

<http://www.epa.gov/superfund/sites/npl/la.htm>

<http://www.deq.state.la.us/permits/peldumps.htm>

http://www.nrc.uscg.mil/wdbcgi/wdbcgi.exe/WWWUSER/WEBDB.foia_query.show_parms

<http://www.epa.gov/echo>

DNR Oil & Gas Well Information

http://sonris-www.dnr.state.la.us/www_root/sonris_portal_1.htm (Use the GIS interactive map)

Environmental Justice (minority & low income)

<http://www.fhwa.dot.gov/environment/ej2000.htm>

Demographics

<http://www.state.la.us/census/index.htm>

<http://www.census.gov/>

Water wells

<http://www.dotd.state.la.us/intermodal/wells/home.asp>

FHWA's Environmental Website (Just a good reference for understanding NEPA)

<http://www.fhwa.dot.gov/environment/index.htm>

Additional Databases Checked

Other Comments:

OFF SYSTEM HIGHWAY BRIDGE PROGRAM

Stage 0 Environmental Checklist

General Explanation:

To adequately consider projects in Stage 0, some consideration must be given to the human and natural environment which will be impacted by the project. The attached checklist was designed knowing that some environmental issues may surface later in the process. The checklist is designed to obtain basic information, which is readily accessible by reviewing public databases and by visiting the site. It is recognized that some information may be more accessible than other information. Some items on the checklist may be more important than others depending on the type of project. It is recommended that the individual completing the checklist do their best to answer the questions accurately. Feel free to comment or write any explanatory comments at the end of the checklist.

The Databases:

To assist in gathering public information, page 3 gives web addresses for some of the databases that need to be consulted to complete the checklist. As of July 2003, these addresses were accurate.

Note that you will not have access to the location of any threatened or endangered (T&E) species. The web address just lists the species in Louisiana. It will generally describe their habitat and other information. If you know of any species in the project area, please state so, but you will not be able to confirm it yourself. If you feel this may be an issue, please contact the environmental section. We have biologist on staff who can confirm the presence of a species.

Why is this information important?

Land Use? Indicator of biological issues such as T&E species or wetlands.

Ownership? Tells us whether coordination with other public or tribal nations will be required.

WRP properties? Farmland that is converted back into wetlands. The Federal government has a permanent easement which cannot be expropriated by the State. Program is operated through the Natural Resources Conservation Service (formerly the Soil Conservation Service).

Community Elements? DOTD would like to limit adverse impacts to communities. Also, public facilities may be costly to relocate.

Section 4(f) issues? USDOT agencies are required by law to avoid certain properties, unless a prudent or feasible alternative is not available.

Historic Properties? Tells us if we have a Section 106 issue on the project. (Section 106 of the National Historic Preservation Act) See <http://www.achp.gov/work106.html> for more details.

Scenic Streams? Scenic streams require a permit and may require restricted construction activities.

Significant Trees? Need coordination and can be important to community.

Age of Bridge? Section 106 may apply. Bridges over 50 years old are evaluated to determine if they are eligible for the National Register of Historic Places.

Navigability? If navigable, will require an assessment of present and future navigation needs and US Coast Guard permit.

Type of watercraft? Assist in determining navigability.

Hazardous Material? Don't want to purchase property if contaminated. Also a safety issue for construction workers if right-of-way is contaminated.

Oil and Gas Wells? Expensive if project hits a well.

Relocations? Important to community. Real Estate costs can be substantial depending on location of project. Can result in organized opposition to a project.

Sensitive Issues? Identification of sensitive issues early greatly assists project team in designing public involvement plan.

Minority/Low Income Populations? Executive Order requires Federal Agencies to identify and address disproportionately high and adverse human health and environmental effects on minority or low income populations. (often referred to as Environmental Justice)

Detours? The detour route may have as many or more impacts. Should be looked at with project. May be unacceptable to the public.

3 Operations / Motorist Services

The types of projects included in the Operations / Motorist Services category are Intelligent Transportation Systems (ITS), Traffic Control Devices Replacement / Upgrade, Transportation Systems Management (TSM), Roadway Flooding, Weigh Stations, Rest Areas, and Movable Bridge Preventive Maintenance. The Stage 0 process for the aforementioned project types is explained in the following sections.

3.1 Intelligent Transportation Systems (ITS)

Intelligent Transportation Systems (ITS) improves transportation safety and mobility and enhances productivity through the use of electronics, computers, and communications equipment to collect and process information, and to ensure the appropriate actions are taken. ITS provides services across the country such as traffic management, traveler information, incident management, work zone planning, enhancing safety of both the road user and worker. The Stage 0 process for ITS projects is described in the following paragraphs.

An ITS project is initiated by the DOTD ITS Section or by the Metropolitan Planning Organizations (MPOs) throughout the state. The ITS Section and/or MPOs develop a list of projects along with the scope (project description) and budget for each of these projects. The list as well as the scope and budget is given to the Program Manager for review of completeness before submitting it to the ITS Project Selection Team for review and prioritization.

The approval and prioritization of these projects are based on consistency with the Statewide Architecture (plan), the ability of the project to meet the stated goals of the Architecture, and funding availability. Prioritized projects are then identified in the Regional ITS Architectures. Regional Architectures are developed and maintained by the MPOs and have to be consistent with the Statewide Architecture to receive federal and state funding assistance. The Regional Architectures need to be updated every 3 to 5 years.

Once the decision is made to proceed to Stage 1, Planning and Environmental, it is the Program Manager's responsibility to ensure that project numbers are obtained and to make the necessary contacts to initiate Stage 1. The Program Manager is responsible for sending a memorandum to the Environmental Section indicating that these projects were selected and approved for further processing through Stage 1.

3.2 Traffic Control Devices Replacement / Upgrade

Traffic control devices are intended to regulate, warn and guide road users, and are critical to efficient and safe highway operations. Examples of traffic control devices are signs, signals, and pavement markings. These devices guide road users to their destinations, decrease congestion, and reduce the number of roadway crashes.

The majority of the installation and replacement of non-interstate signs, pavement markings, traffic signals and other devices are presently conducted by Department of Transportation and Development (DOTD) personnel. However, the replacement of existing interstate signs and pavement markings is typically accomplished through a contract. The documentation needed to complete Stage 0 is limited due to the nature of these projects.

Traffic Control Devices Replacement/Upgrade projects will typically be identified by DOTD District personnel with input from elected officials and their constituents and from the Metropolitan Planning Organizations (MPOs). The existing traffic control devices are evaluated and the needed work identified. DOTD personnel will identify the project that would best meet the need thus determining the scope of the proposed project. Once the scope has been determined, a preliminary cost estimate for the project is prepared.

Based on the gathered information, a list of proposed projects in priority order is prepared. Information required for the proposed project list includes but is not limited to the following:

- a. Priority
- b. Location
- c. Purpose and need
- d. Scope
- e. Cost estimate
- f. Funding source

The list of traffic control device projects is checked for completeness and reviewed by the Traffic Control Device Replacement/Upgrade Program Manager before being submitted to the Project Selection Team. Once the decision is made to proceed to Stage 1, Planning and Environmental, it is the Program Manager's responsibility to ensure that project numbers are obtained by the appropriate departmental personnel and to send the list of projects to the Environmental Section. Traffic control device replacement/upgrade projects generally do not require right-of-way acquisition or utility relocation. The environmental process is typically less complicated than for many other projects;

therefore, a Stage 0 Environmental Checklist is not required for the vast majority of Traffic Control Devices Replacement/Upgrade projects.

3.3 Transportation Systems Management (TSM)

Transportation Systems Management (TSM) projects are intended to improve traffic flow through the addition of turn lanes, enlarging corner turning radii, constructing bus pullouts, etc. TSM projects often involve physical improvement to highway infrastructure. These types of projects can yield significant benefits in highway operational efficiency. The Stage 0 process for TSM projects is explained in the following paragraphs.

District personnel identify the need for TSM projects. A Stage 0 Preliminary Scope and Budget Checklist and a Stage 0 Environmental Checklist is available to aid in the completion of the Stage 0 process. A blank copy of the checklists can be found in this manual in the appendix.

The Stage 0 checklist may actually serve as the Stage 0 study for less complex projects. A completed checklist provides information such as project location, project category, purpose and need, description of proposed improvements, cost estimates, etc. A geometric layout may be required to further clarify the scope as well as to show the need for right-of-way acquisition and utility relocation. District personnel are responsible for completing both checklists for TSM projects. An example of a completed TSM project checklist can be found at the end of this section.

The District Administrator will review the Stage 0 study and make the decision on which projects will proceed to Stage 1, Planning and Environmental, within the respective budget constraints. Projects not selected can be shelved or retained for reconsideration the following year.

Once the decision is made to proceed to Stage 1, it is the District Administrator or his representative's responsibility to obtain a project number and to make the necessary contacts to initiate Stage 1. The district office personnel will forward the final list of projects to the Transportation Planning Section.

Any significant changes to the approved project scope or budget must be submitted to the District Administrator for approval. Changes to the budget may need to be brought to the Project Delivery Steering Committee, particularly if the Budget Partition is impacted.

STAGE 0
Preliminary Scope and Budget Checklist

District 04 Parish Claiborne Route LA XX
Control Section 000-00 Total Project Length (miles) 0.06
Begin Project (CS Log Mile) 5.80 End Project (CS Log Mile) 5.86
Project Category (Safety, Capacity, etc.) Operations - TSM Date Prepared: 9/10/2006

A. Purpose and need for the project: Construct a right turn lane on LA XX at Joe Rd. to improve the efficiency of this intersection.

B. Project Concept

- Description of existing facility (functional class, ADT, number of lanes, etc): The ADT for this section of LA XX is 27,000 with a truck percentage of 16. The existing road is an urban arterial with four lanes and a posted speed of 40 miles per hour. The existing roadway section at this location consists of 4 - 12' travel lanes with no shoulders, curb and gutter, and a subsurface drainage system. The apparent right of way width is 80'.
- Major Design Features/Criteria of the proposed facility (attach aerial photo w/concept if applicable): Construct a 12' wide right turn lane on LA XX at Joe Rd. with 150' for storage and 165' for transition. See the attached aerial.
- Design Exceptions: None
- Technical Analyses (traffic analysis, safety analysis, etc): None. Need for project based on observation of intersection during PM peak hours.
- Alternatives to Project Concept: No build
- Future ITS / Traffic Considerations: N/A
- Construction Traffic Management/Property Access Considerations: Construct Under Traffic

C. Potential environmental impacts (Complete the Stage 0 Environmental Checklist on pages 4-10 to 4-13):
Two gas stations (Exxon and Shell) are located adjacent to the project, but tanks can likely be avoided. See the attached Environmental Checklist and aerial layout.

D. Cost Estimate

- Engineering Design: 0
- Environmental (document, mitigation, etc.): 0
- R/W Acquisition: \$25,000
(C of A if applicable)
- Utility Relocations: \$100,000
- Construction (including const. traffic management): \$225,000

TOTAL PROJECT COST **\$350,000**

E. Expected Funding Source(s) (Highway Priority Program, CMAQ, Urban Systems, Fed/State earmarks, etc.)

Highway Priority Program

ATTACH ANY ADDITIONAL DOCUMENTATION

Prepared By: John Doe

Disposition (circle one): (1) Advance to Stage 1 (2) Hold for Reconsideration (3) Shelve

EXAMPLE

Stage 0 Environmental Checklist

C.S. 000-00 Parish Claiborne
Route LA XX Begin Log mile 5.80 End Log mile 5.86

ADJACENT LAND USE: Commercial

Any property owned by a Native American Tribe?

(Y or N or Unknown) If so, which Tribe? N

Any property enrolled into the Wetland Reserve Program?

(Y or N or Unknown) If so, give the location N

Community Elements: Is the project impacting or adjacent to any:

(Y or N) Cemeteries N

(Y or N) Churches N

(Y or N) Schools N

(Y or N) Public Facilities (i.e., fire station, library, etc.) N

(Y or N) Community water well/supply N

Section 4(f) issue: Is the project impacting or adjacent to any:

(Y or N) Public recreation areas N

(Y or N) Public parks N

(Y or N) Wildlife Refuges N

(Y or N) Historic Sites N

Is the project impacting, or adjacent to, a property listed on the National Register of Historic Places? (Y or N) Is the project within a historic district or a national landmark district? (Y or N) If the answer is yes to either question, list names and locations below:

N
N

Do you know of any threatened or endangered species in the area? (Y or N)

If so, which species? N

Does the project impact a stream protected by the Louisiana Scenic Rivers Act? (Y or N)

If yes, name the stream. N

Are there any Significant Trees as defined by EDSM I.1.1.21 within proposed ROW?(Y or N)

If so, where? N

What year was the existing bridge built? N/A

Are any waterways impacted by the project considered navigable? (Y or N) If unknown, state so, list the waterways: N/A

Hazardous Material: Have you checked the following DEQ and EPA databases for potential problems?

(Y or N) Leaking Underground Storage Tanks Y, nothing found

(Y or N) CERCLIS Y, nothing found

(Y or N) ERNS Y, nothing found

(Y or N) Enforcement and Compliance History Y, nothing found

If found site, give the name and location: N/A

Underground Storage Tanks (UST): Are there any Gasoline Stations or other facilities that may have UST on or adjacent to the project? (Y or N) Y

If so, give the name and location: Exxon (C.S. log mile 5.858) and Shell (located on Joe Rd. near the project site) See the attached aerial.

Stage 0 Environmental Checklist

Any chemical plants, refineries or landfills adjacent to the project? (Y or N) **Any large manufacturing facilities adjacent to the project?** (Y or N) **Dry Cleaners?** (Y or N) If yes to any, give names and locations: N to all

Oil/Gas wells: Have you checked DNR database for registered oil and gas wells? (Y or N)
List the type and location of wells being impacted by the project. oil/gas wells are not being impacted by this project

Are there any possible residential or commercial relocations/displacements? (Y or N)
How many? N

Do you know of any sensitive community issues related to the project? (Y or N)
If so, explain N

Is the project area population minority or low income? (Y or N) N

What type of detour/closures could be used on the job? Construct Under Traffic

Did you notice anything of concern during your site/windshield survey of the area? If so, explain below.
No

John Doe

Point of Contact

(225) 379-1297

Phone Number

9/8/2006

Date

Stage 0 Environmental Checklist

Threatened & Endangered Species Information

<http://www.wlf.louisiana.gov/experience/threatened/speciesfactsheets/>
<http://www.wlf.louisiana.gov/experience/threatened/threatenedandendangeredtable/>
<http://www.wlf.louisiana.gov/experience/threatened/>

LA Wildlife Refuge Information

<http://www.wlf.louisiana.gov/experience/wmas/refuges/>

Louisiana Scenic Rivers Act (R.S. 56:1840-1856)

Louisiana Natural and Scenic Rivers (R.S. 56:1847)

<http://www.legis.state.la.us/lss/lss.asp?doc=104995>

Louisiana Historic and Scenic Rivers (R.S. 56:1856)

<http://www.legis.state.la.us/lss/lss.asp?doc=105004>

<http://www.wlf.louisiana.gov/experience/scenicrivers/>

Significant Tree Policy (EDSM I.1.1.21)

EDSMs can be found on DOTD's intranet site: <http://ladotnet/>

(Live Oak, Red Oak, White Oak, Magnolia or Cypress, aesthetically important, 18" or greater in diameter at breast height and has form that separates it from surrounding or that which may be considered historic.)

LA Historic Sites and Districts

<http://www.crt.state.la.us/hp/nhl/default.htm>

Hazardous Waste Site Information

<http://www.deq.louisiana.gov/portal/tabid/71/Default.aspx>

<http://www.epa.gov/superfund/sites/cursites/index.htm>

<http://www.epa.gov/superfund/sites/npl/la.htm>

http://www.deq.louisiana.gov/portal/Portals/0/permits/ust_facility_owner.pdf

http://www.deq.louisiana.gov/portal/Portals/0/remediation/form_5222_r01.xls

http://www.nrc.uscg.mil/wdbcgi/wdbcgi.exe/WWWUSER/WEBDB.foia_query.show_parms

<http://www.epa.gov/echo/>

DNR Oil & Gas Well Information

http://sonris-www.dnr.state.la.us/www_root/sonris_portal_1.htm

Environmental Justice (minority & low income)

<http://www.fhwa.dot.gov/environment/ej2000.htm>

Demographics

<http://www.louisiana.gov/wps/wcm/connect/Louisiana.gov/About+Louisiana/Demographics%3A+Census+Info/Census+2000+Information/>

<http://www.census.gov/>

Water Wells

<http://www.dotd.state.la.us/intermodal/wells/home.asp>

FHWA's Environmental Website (Just a good reference for understanding NEPA)

<http://www.fhwa.dot.gov/environment/index.htm>

Additional Databases Checked

Other Comments:

Stage 0 Environmental Checklist

General Explanation:

To adequately consider projects in Stage 0, some consideration must be given to the human and natural environment which will be impacted by the project. The Environmental Checklist was designed knowing that some environmental issues may surface later in the process. This checklist was designed to obtain basic information, which is readily accessible by reviewing public databases and by visiting the site. It is recognized that some information may be more accessible than other information. Some items on the checklist may be more important than others depending on the type of project. It is recommended that the individual completing the checklist do their best to answer the questions accurately. Feel free to comment or write any explanatory comments at the end of the checklist.

The Databases:

To assist in gathering public information, the previous sheet includes web addresses for some of the databases that need to be consulted to complete the checklist. As of October 2006, these addresses were accurate.

Note that you will not have access to the location of any threatened or endangered (T&E) species. The web address list only the threatened or endangered species in Louisiana. It will generally describe their habitat and other information. If you know of any species in the project area, please state so, but you will not be able to confirm it yourself. If you feel this may be an issue, please contact the Environmental Section. We have biologist on staff who can confirm the presence of a species.

Why is this information important?

Land Use? Indicator of biological issues such as T&E species or wetlands.

Ownership? Tells us whether coordination with tribal nations will be required.

WRP properties? Farmland that is converted back into wetlands. The Federal government has a permanent easement which cannot be expropriated by the State. Program is operated through the Natural Resources Conservation Service (formerly the Soil Conservation Service).

Community Elements? DOTD would like to limit adverse impacts to communities. Also, public facilities may be costly to relocate.

Section 4(f) issues? USDOT agencies are required by law to avoid certain properties, unless a prudent or feasible alternative is not available.

Historic Properties? Tells us if we have a Section 106 issue on the project. (Section 106 of the National Historic Preservation Act) See <http://www.achp.gov/work106.html> for more details.

Scenic Streams? Scenic streams require a permit and may require restricted construction activities.

Significant Trees? Need coordination and can be important to community.

Age of Bridge? Section 106 may apply. Bridges over 50 years old are evaluated to determine if they are eligible for the National Register of Historic Places.

Navigability? If navigable, will require an assessment of present and future navigation needs and US Coast Guard permit.

Hazardous Material? Don't want to purchase property if contaminated. Also, a safety issue for construction workers if right-of-way is contaminated.

Oil and Gas Wells? Expensive if project hits a well.

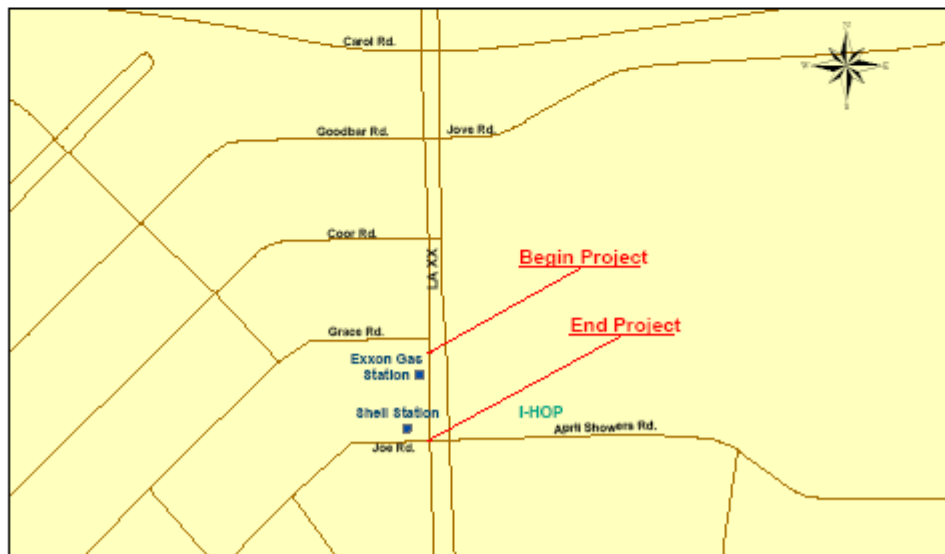
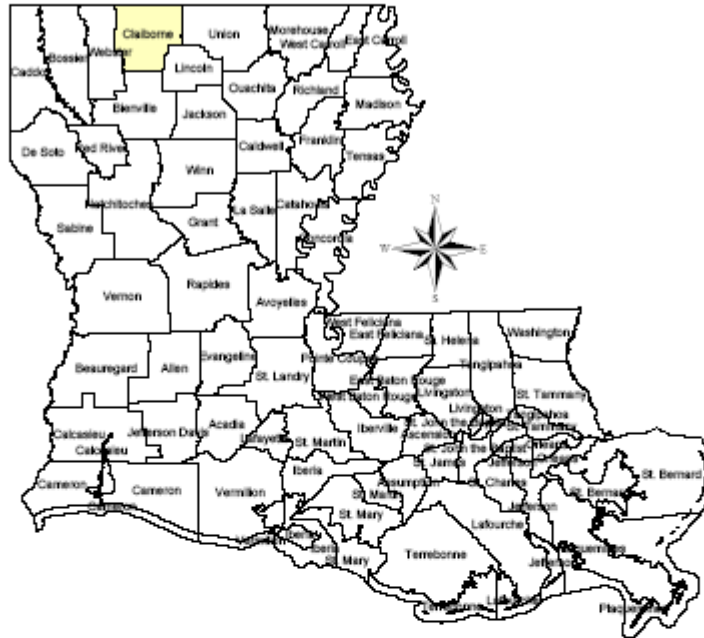
Relocations? Important to community. Real Estate costs can be substantial depending on location of project. Can result in organized opposition to a project.

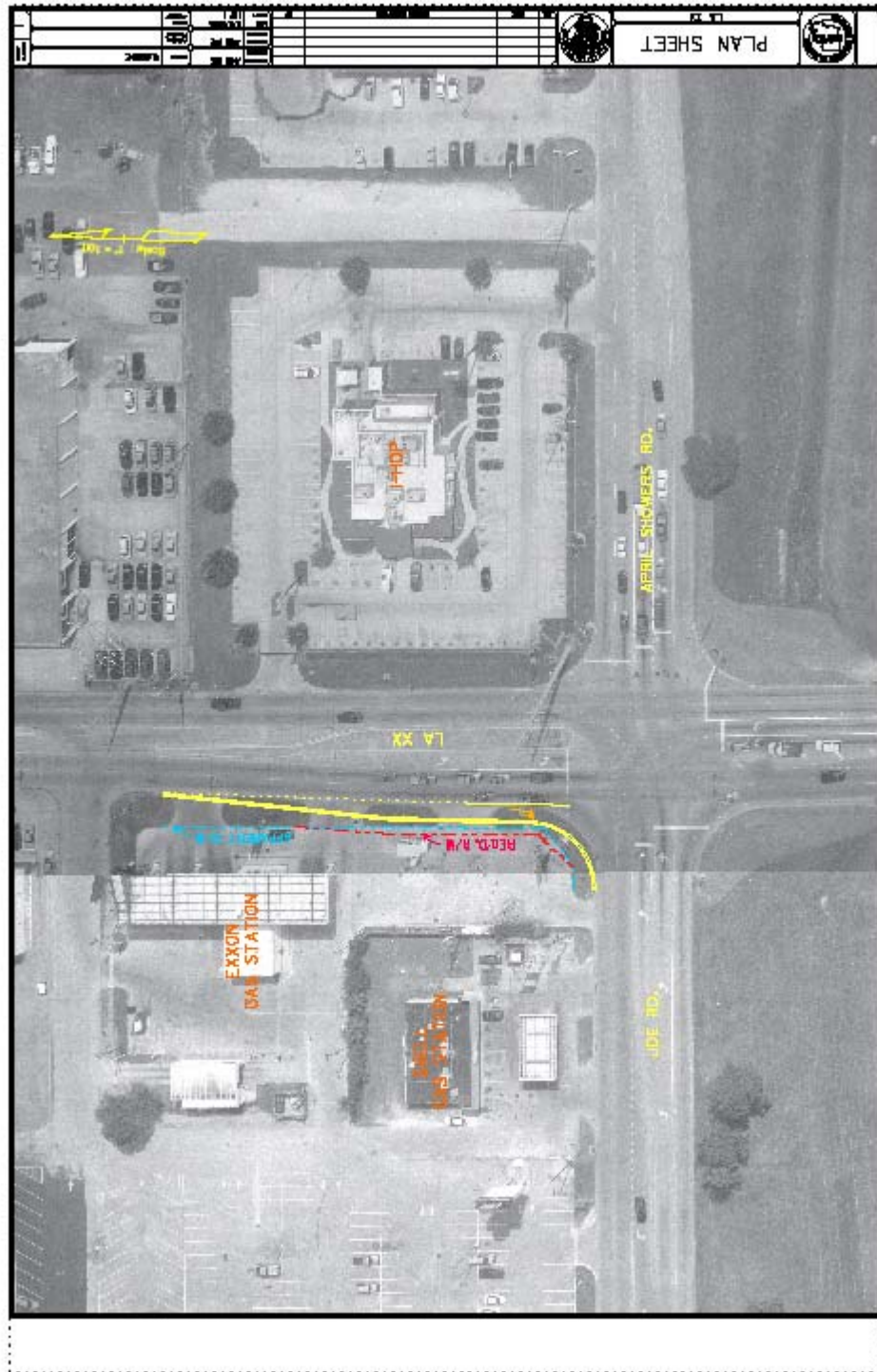
Sensitive Issues? Identification of sensitive issues early greatly assists project team in designing public involvement plan.

Minority/Low Income Populations? Executive Order requires Federal Agencies to identify and address disproportionately high and adverse human health and environmental effects on minority or low income populations. (often referred to as Environmental Justice)

Detours? The detour route may have as many or more impacts. Should be looked at with project. May be unacceptable to the public.

LA XX C.S. 000-00 CLAIBORNE PARISH





3.4 Roadway Flooding

When flooding occurs on a section of highway, the highway is subject to closure. This closure can result in significant undesirable economic and social impacts. Safety is also a concern during these flooding occurrences, especially in times of emergencies such as hurricane evacuation. Roadway drainage projects are intended to alleviate roadway flooding. These projects should be distinguished from periodic routine maintenance of roadside drainage systems (e.g., cleaning pipes, ditches, etc.) which will be addressed in pavement preservation projects or by district maintenance forces. The Stage 0 process for roadway drainage projects is explained in the following paragraphs.

District personnel identify sections of roadway where flooding occurs. A Stage 0 Preliminary Scope and Budget Checklist and a Stage 0 Environmental Checklist is available to aid in the preparation of Stage 0 studies. The Stage 0 checklists may actually serve as the Stage 0 study for less complex projects. The completed checklists provides information such as project location, project category, purpose and need, description of proposed improvements, cost estimates, potential environmental impacts, etc. District personnel are responsible for completing the checklists for roadway drainage projects. An example of a roadway drainage project can be found at the end of this section. A blank copy of the checklists can be found in this manual in the appendix.

The Stage 0 study is sent to the Roadway Flooding Program Manager for review of completeness before submitting it to the Project Selection Team. The team will then decide which projects proceed to Stage 1, Planning and Environmental, within the respective budget constraints. Projects not selected can be shelved or retained for reconsideration the following year.

Once the decision is made to proceed to Stage 1, it is the Program Manager's responsibility to ensure project numbers are obtained by the appropriate departmental personnel and to make the necessary contacts to initiate Stage 1. The Program Manager is responsible for sending a memorandum to the Environmental Section indicating that the project was selected and approved for further processing through Stage 1.

STAGE 0
Preliminary Scope and Budget Checklist

District 61 Parish Assumption Route LA XX
Control Section 000-00 Total Project Length (miles) 0.501
Begin Project (CS Log Mile) 3.618 End Project (CS Log Mile) 4.027
Project Category (Safety, Capacity, etc.) Roadway Drainage Date Prepared: 5/6/2006

A. Purpose and need for the project: The purpose and need for this project is to relieve overtopping of this section of LA XX, which has a swamp area on each side of the roadway. Maintenance Superintendents have reported 1' of water over the roadway during significant storm events.

B. Project Concept

- Description of existing facility (functional class, ADT, number of lanes, etc): The existing road is classified as a rural arterial with a posted speed of 45 mph. This section of LA XX has 2-11' lanes and 8' shoulders with open ditches for drainage. The ADT at this location is 8500.
- Major Design Features/Criteria of the proposed facility (attach aerial photo w/concept if applicable): This project will regrade this section of LA XX. This regrade will raise the profile grade elevation of the roadway, within the project limits, so as to increase the freeboard with respect to periodic backwater flood events in the surrounding area. A 9 1/2" Class II base course along with 2" thick and 1 1/2" thick Superpave Asphaltic Concrete Binder and Wearing Courses respectively will be used to raise the grade of the roadway.
- Design Exceptions: No design exceptions will be needed.
- Technical Analyses (traffic analysis, safety analysis, etc): None. Need for project based on observation.
- Alternatives to Project Concept: No build.
- Future ITS / Traffic Considerations: N/A
- Construction Traffic Management/Property Access Considerations: Construct under traffic.

C. Potential environmental impacts (Complete the Stage 0 Environmental Checklist on pages 4-10 to 4-13):

A Red-Cockaded Woodpecker is located near the project area. See the Environmental Checklist.

D. Cost Estimate

- Engineering Design: 0
- Environmental (document, mitigation, etc.): 0
- R/W Acquisition: 0
(C of A if applicable)
- Utility Relocations: 0
- Construction (including const. traffic management): \$350,000

TOTAL PROJECT COST **\$350,000**

E. Expected Funding Source(s) (Highway Priority Program, CMAQ, Urban Systems, Fed/State earmarks, etc.)

Highway Priority Program (Drainage)

ATTACH ANY ADDITIONAL DOCUMENTATION Prepared By: J.D. Sabine

Disposition (circle one): (1) Advance to Stage 1 (2) Hold for Reconsideration (3) Shelve

Stage 0 Environmental Checklist

C.S. 000-00 Parish Assumption
Route LA XX Begin Log mile 3.618 End Log mile 4.027

ADJACENT LAND USE: Forrested, Residential

Any property owned by a Native American Tribe?

(Y or N or Unknown) If so, which Tribe? N

Any property enrolled into the Wetland Reserve Program?

(Y or N or Unknown) If so, give the location N

Community Elements: Is the project impacting or adjacent to any:

(Y or N) Cemeteries N

(Y or N) Churches N

(Y or N) Schools N

(Y or N) Public Facilities (i.e., fire station, library, etc.) N

(Y or N) Community water well/supply N

Section 4(f) issue: Is the project impacting or adjacent to any:

(Y or N) Public recreation areas N

(Y or N) Public parks N

(Y or N) Wildlife Refuges N

(Y or N) Historic Sites N

Is the project impacting, or adjacent to, a property listed on the National Register of Historic Places? (Y or N) Is the project within a historic district or a national landmark district? (Y or N) If the answer is yes to either question, list names and locations below:

N
N

Do you know of any threatened or endangered species in the area? (Y or N)

If so, which species? Y, Red-Cockaded Woodpecker

Does the project impact a stream protected by the Louisiana Scenic Rivers Act? (Y or N)

If yes, name the stream. N

Are there any Significant Trees as defined by EDSM I.1.1.21 within proposed ROW?(Y or N)

If so, where? N

What year was the existing bridge built? N/A

Are any waterways impacted by the project considered navigable? (Y or N) If unknown, state so, list the waterways: N/A

Hazardous Material: Have you checked the following DEQ and EPA databases for potential problems?

(Y or N) Leaking Underground Storage Tanks Y, nothing found

(Y or N) CERCLIS Y, nothing found

(Y or N) ERNS Y, nothing found

(Y or N) Enforcement and Compliance History Y, nothing found

If found site, give the name and location: N/A

Underground Storage Tanks (UST): Are there any Gasoline Stations or other facilities that may have UST on or adjacent to the project? (Y or N) N

If so, give the name and location: _____

Stage 0 Environmental Checklist

Any chemical plants, refineries or landfills adjacent to the project? (Y or N) **Any large manufacturing facilities adjacent to the project?** (Y or N) **Dry Cleaners?** (Y or N) If yes to any, give names and locations: N to all

Oil/Gas wells: Have you checked DNR database for registered oil and gas wells? (Y or N)
List the type and location of wells being impacted by the project. oil/gas wells are not being impacted by this project

Are there any possible residential or commercial relocations/displacements? (Y or N)
How many? N

Do you know of any sensitive community issues related to the project? (Y or N)
If so, explain N

Is the project area population minority or low income? (Y or N) N

What type of detour/closures could be used on the job? Construct Under Traffic

Did you notice anything of concern during your site/windshield survey of the area? If so, explain below.
No

J.D. Sabine
Point of Contact

(225) XXX-XXXX
Phone Number

5/6/2006
Date

Stage 0 Environmental Checklist

Threatened & Endangered Species Information

<http://www.wlf.louisiana.gov/experience/threatened/speciesfactsheets/>
<http://www.wlf.louisiana.gov/experience/threatened/threatenedandendangeredtable/>
<http://www.wlf.louisiana.gov/experience/threatened/>

LA Wildlife Refuge Information

<http://www.wlf.louisiana.gov/experience/wmas/refuges/>

Louisiana Scenic Rivers Act (R.S. 56:1840-1856)

Louisiana Natural and Scenic Rivers (R.S. 56:1847)

<http://www.legis.state.la.us/lss/lss.asp?doc=104995>

Louisiana Historic and Scenic Rivers (R.S. 56:1856)

<http://www.legis.state.la.us/lss/lss.asp?doc=105004>

<http://www.wlf.louisiana.gov/experience/scenicrivers/>

Significant Tree Policy (EDSM I.1.1.21)

EDSMs can be found on DOTD's intranet site: <http://ladotnet/>

(Live Oak, Red Oak, White Oak, Magnolia or Cypress, aesthetically important, 18" or greater in diameter at breast height and has form that separates it from surrounding or that which may be considered historic.)

LA Historic Sites and Districts

<http://www.crt.state.la.us/hp/nhl/default.htm>

Hazardous Waste Site Information

<http://www.deq.louisiana.gov/portal/tabid/71/Default.aspx>

<http://www.epa.gov/superfund/sites/cursites/index.htm>

<http://www.epa.gov/superfund/sites/npl/la.htm>

http://www.deq.louisiana.gov/portal/Portals/0/permits/ust_facility_owner.pdf

http://www.deq.louisiana.gov/portal/Portals/0/remediation/form_5222_r01.xls

http://www.nrc.uscg.mil/wdbcgi/wdbcgi.exe/WWWUSER/WEBDB.foia_query.show_parms

<http://www.epa.gov/echo/>

DNR Oil & Gas Well Information

http://sonris-www.dnr.state.la.us/www_root/sonris_portal_1.htm

Environmental Justice (minority & low income)

<http://www.fhwa.dot.gov/environment/ej2000.htm>

Demographics

<http://www.louisiana.gov/wps/wcm/connect/Louisiana.gov/About+Louisiana/Demographics%3A+Census+Info/Census+2000+Information/>

<http://www.census.gov/>

Water Wells

<http://www.dotd.state.la.us/intermodal/wells/home.asp>

FHWA's Environmental Website (Just a good reference for understanding NEPA)

<http://www.fhwa.dot.gov/environment/index.htm>

Additional Databases Checked

Other Comments:

Stage 0 Environmental Checklist

General Explanation:

To adequately consider projects in Stage 0, some consideration must be given to the human and natural environment which will be impacted by the project. The Environmental Checklist was designed knowing that some environmental issues may surface later in the process. This checklist was designed to obtain basic information, which is readily accessible by reviewing public databases and by visiting the site. It is recognized that some information may be more accessible than other information. Some items on the checklist may be more important than others depending on the type of project. It is recommended that the individual completing the checklist do their best to answer the questions accurately. Feel free to comment or write any explanatory comments at the end of the checklist.

The Databases:

To assist in gathering public information, the previous sheet includes web addresses for some of the databases that need to be consulted to complete the checklist. As of October 2006, these addresses were accurate.

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Why is this information important?

Land Use? Indicator of biological issues such as T&E species or wetlands.

Ownership? Tells us whether coordination with tribal nations will be required.

WRP properties? Farmland that is converted back into wetlands. The Federal government has a permanent easement which cannot be expropriated by the State. Program is operated through the Natural Resources Conservation Service (formerly the Soil Conservation Service).

Community Elements? DOTD would like to limit adverse impacts to communities. Also, public facilities may be costly to relocate.

Section 4(f) issues? USDOT agencies are required by law to avoid certain properties, unless a prudent or feasible alternative is not available.

Historic Properties? Tells us if we have a Section 106 issue on the project. (Section 106 of the National Historic Preservation Act) See <http://www.achp.gov/work106.html> for more details.

Scenic Streams? Scenic streams require a permit and may require restricted construction activities.

Significant Trees? Need coordination and can be important to community.

Age of Bridge? Section 106 may apply. Bridges over 50 years old are evaluated to determine if they are eligible for the National Register of Historic Places.

Navigability? If navigable, will require an assessment of present and future navigation needs and US Coast Guard permit.

Hazardous Material? Don't want to purchase property if contaminated. Also, a safety issue for construction workers if right-of-way is contaminated.

Oil and Gas Wells? Expensive if project hits a well.

Relocations? Important to community. Real Estate costs can be substantial depending on location of project. Can result in organized opposition to a project.

Sensitive Issues? Identification of sensitive issues early greatly assists project team in designing public involvement plan.

Minority/Low Income Populations? Executive Order requires Federal Agencies to identify and address disproportionately high and adverse human health and environmental effects on minority or low income populations. (often referred to as Environmental Justice)

Detours? The detour route may have as many or more impacts. Should be looked at with project. May be unacceptable to the public.

3.5 Weigh Stations

Weigh stations play a critical role in protecting Louisiana's highway and bridge infrastructure and must operate at peak efficiency to manage an ever increasing flow of commercial traffic. Weigh station projects are generally different than standard highway and bridge projects, because they are typically less expensive and in some cases easier to manage. The examples below illustrate the diversity of the type and scope of these projects:

- Building renovations and additions
- Refurbishment, redesign or replacement of pit scales
- Installation of mainline Weigh-in-Motion equipment
- Installation of high mast lighting

The motivations and justifications for such work range from dire need for replacement of existing infrastructure and equipment to safety considerations and work process improvements. Flexibility and creativity in adapting to a constantly changing operating environment are a must for successfully navigating the Stage 0 planning process. The documentation needed to complete Stage 0 is limited due to the nature of these projects.

The Stage 0 for weigh station projects is typically prepared by DOTD Weights and Standard's personnel. They evaluate the existing structures and equipment and identify the need related to repairs, industry trends, customer service deficiencies or improvements to existing safety conditions. The Weights and Standards personnel will then identify what project would best meet the need thus determining the scope of the proposed project.

Once the scope has been determined, a preliminary cost estimate for the project is prepared. DOTD engineering personnel and appropriate consultant resources are conferred with as needed to make such a determination. Due to the specialized nature of these projects, estimates are usually based on information from other states performing the same type of weigh station work or from previous similar DOTD weigh station projects. After the cost estimate is prepared, the funding sources will be identified. Usually, the money comes from the Highway Priority Program and occasionally from the Weights and Standards budget.

Based on the gathered information, a list of the proposed projects in priority order is prepared. Information required for the proposed project list includes the following:

- a. Control section
- b. District
- c. Parish
- d. Delivery date
- e. Letting
- f. Project Name
- g. Estimated construction cost
- h. Route
- i. Type of improvement
- j. Category
- k. Length

An example of the spreadsheet used for the project listing can be found at the end of this section.

The list of weigh station projects is checked for completeness and reviewed by the Weigh Station Program Manager before being submitted to the Project Selection Team. Once the decision is made to proceed to Stage 1, Planning and Environmental, it is the Program Manager's responsibility to obtain project numbers and to send the list of projects to the Environmental Section. Weigh station projects usually do not include right-of-way acquisition and rarely require any type of utility agreement or coordination; therefore, the environmental process is typically less complicated than for many other projects. A Stage 0 Environmental Checklist is not required for the vast majority of Weigh Station projects.

Project Number	District	Parish	Delivery Date	Letting Date	Project Name	Estim. Const Cost (\$1000)	Route Number	Type Improvement	Category	Length (miles)	Project Status
450-13-0042	62	St John	Sep-04	Aug-06	I-10 @ Laplace Weigh Station (Wrm)	2,000	I-10	Weigh in Motion Installation (Wrm)	Oper. Eff. Weigh Stations	0.01	ok
694-13-0011	4	Caddo	Dec-06	Apr-07	Greenwood High Mast Lighting	250	I-20	Pit Scales Lighting	Oper. Eff. Weigh Stations	0.01	ok
690-27-0009	62	Tangipahoa	Mar-07	Jun-07	I-12 (Baptist) Weigh Station Lighting	250	I-12	Install High Mast Lighting E. & W. Bnd	Oper. Eff. Weigh Stations	0.02	ok
697-13-0005	7	Calcasieu	Mar-07	Jun-07	Starks Weigh Station Building	250	LA 12	New Weight Station Building	Oper. Eff. Weigh Stations	0.01	ok
737-99-0822	99		Mar-07	Jun-07	Weigh Station Truck Signal Light	200		Truck Signal Light Trees Statewide	Oper. Eff. Weigh Stations		ok
737-99-0823	99		Mar-07	Jun-07	Weigh Station Sewer Treatment Equ.	350		New Sewer Treatment Equ. Statewide	Oper. Eff. Weigh Stations		ok
Project Manager: D. Silvio											

Weigh Station Example

3.6 Rest Areas

Rest areas are important motorist services facilities provided by the State of Louisiana. The intent of rest areas is to provide a safe location for drivers to recuperate from the physical and mental fatigue associated with extended periods of travel. While oriented toward safety, rest areas are also important from a tourism perspective.

As of this writing, the proposed reconstructed/renovated rest areas are beyond Stage 0 and are in Stage 2 awaiting funding. The Stage 0 process for future rest area projects is discussed in the following paragraphs.

A multi-agency, multi-disciplinary evaluation team will inspect and rate each rest area on an annual or biennial basis. The team will identify the needs and recommend what project would best meet the need thus determining the scope of the proposed project. The team will also determine the need for any additional rest areas.

Once the scope has been determined, a preliminary cost estimate for the project is prepared. After the cost estimate is prepared, the funding sources will be identified. Usually, it is funded from the Highway Priority Program.

Based on the gathered information, a list of the proposed projects in priority order is prepared. Information required for the proposed project list includes but is not limited to the following:

- a. Control section
- b. Location description
- c. Purpose and need
- d. Cost
- e. Funding source

The list of rest area projects is checked for completeness and reviewed by the Rest Area Program Manager. Once the decision is made to proceed to Stage 1, Environmental, it is the Program Manager's responsibility to obtain project numbers and to send the list of projects to the Environmental Section.

3.7 Movable Bridge Preventive Maintenance

Louisiana has over 100 movable bridges in the state highway system. The structural elements of these bridges are addressed through the bridge preservation program but not the mechanical and electrical elements. If the mechanical and/or electrical components of a movable bridge fail, maritime and/or highway traffic is impeded until repairs can be made. Therefore, it is critical to have a preventive maintenance program for movable bridges. The Stage 0 process for Movable Bridge Preventive Maintenance projects is explained in the following paragraph.

The first step in the Stage 0 process is District personnel along with Bridge Maintenance personnel identify the electrical and mechanical needs of the movable bridges. The existing mechanical and electrical components are evaluated and the needed repairs identified. Department personnel will then identify what improvements would best meet the need thus determining the scope of the proposed project. Once the scope has been determined, a preliminary cost estimate for the project is prepared.

Based on the gathered information, a list of proposed projects in priority order is prepared. Information required for the proposed project list includes but is not limited to the following:

- a. Priority
- b. District
- c. Parish
- d. Name
- e. Description
- f. Control section
- g. Cost estimate

An example of the spreadsheet used for the project listing can be found at the end of this section.

The list of movable bridge projects is checked for completeness and reviewed by the Movable Bridge Program Manager before being submitted to the Project Selection Team. Once the decision is made proceed to Stage 1, Planning and Environmental, it is the Program Manager's responsibility to obtain project numbers and to send the list of projects to the Environmental Section. Movable bridge projects usually do not include right-of-way acquisition or utility relocation; therefore, the environmental process is typically less complicated than for many other projects. A Stage 0 Environmental

Checklist is not required for the vast majority of Movable Bridge Preventative Maintenance projects.

Section 51 - Movable Bridges

PLANNED PROJECTS FOR THE 2007 FISCAL YEAR (FEDERAL AID)

FY 2007 Available Funds: \$2,250,000.00

District	Parish	Name	Description	Current Status	Project Manager	S.P. #	Cost
02	Terrebonne	Boudreaux Canal	Electrical & Hydraulic Repairs	Working with Design Section to finalize plans; February Letting planned??	Darrick Berner	855-08-0051	\$300,000.00
02	Lafourche/Terrebonne	Portable Generators	2 Portable Generators & Electric Service Upgrades	Project will include 13 bridge locations; Specifications ready, January Letting planned	Kevin Reed	005-07-0067	\$400,000.00
02	Terrebonne	Presque Isle	Wire Rope Replacement & Upper Deck Repair	Planning for February/March Letting	John Harter	065-91-0021	\$300,000.00
03	Iberia, St. Mary, Vermillion	Wedge Conversions	Conversion from Rollers to Wedges	Specifications ready, Letting planned	Darrick Berner	207-01-0059 (Lead), 400-31-0012, 823-12-0014, 823-14-0015, 851-09-0006	\$525,000.00
61, 02	Pointe Coupe, Terrebonne	Wire Rope	Wire Rope Replacements - by priority	Specifications ready, Letting planned	Darrick Berner	Have not applied	\$500,000.00
Total Cost (Planned Work):							\$2,025,000.00

Movable Bridge Example

4 Highway Safety

Highway safety is a very important consideration when designing and improving DOTD's highways and railroad crossings. Typical highway safety projects include lane and shoulder widening, alignment improvements, roadside recovery area improvements, intersection improvements, statewide/regional/corridor safety improvements (e.g., delineation, guardrail/attenuator upgrades, enforcement pullouts, etc.), and activities such as public education/awareness programs. The complexity of each project will determine the extent of the documentation needed to complete Stage 0.

Normally, the Stage 0 study for highway safety projects is prepared by the Districts, the Road Design Section, the Highway Safety Section, and/or the Transportation Planning Section. The Stage 0 for highway safety projects are checked for completeness and approved by the Highway Safety Section before being submitted to the Project Selection Team. Similarly, the Stage 0 study for railroad crossing upgrades is prepared, checked for completeness, and approved by the Systems Engineering Section. The following sections within this chapter will provide the information needed to achieve a completed Stage 0 for both highway safety and railroad crossing upgrade projects.

4.1 Highways

A Stage 0 Preliminary Scope and Budget Checklist and a Stage 0 Environmental Checklist is available to aid in the preparation of Stage 0 studies. A completed Preliminary Scope and Budget Checklist provides information such as project location, project category, purpose and need, description of existing facility, description of proposed facility, cost estimates, expected funding source(s), etc. Likewise, the Environmental Checklist is used to aid in the preliminary review of potential impacts to the natural and human environment. For minor or routine projects, the completed Preliminary Scope and Budget Checklist along with the Environmental Checklist can serve as the Stage 0 study document. For more complex projects, these checklists serve as an outline in preparing the Stage 0 study. A blank copy of the checklists can be found in this manual in the appendix.

Every Stage 0 study/checklist should have a well thought out preliminary purpose and need statement. A purpose and need statement indicates why the project is being proposed as well as describing the problem(s) that need to be addressed. This statement provides a basis for selecting reasonable and practical alternatives for consideration. It can also be an important factor in selecting a preferred alternative.

In order to complete the Stage 0 study/checklist, engineering data will have to be obtained, organized and reviewed. A Stage 0 study may include but is not limited to the following items:

- a. Existing traffic data
- b. Traffic crash data
- c. Existing highway plans (As-Builts)
- d. Utility information
- e. Previous studies and reports
- f. Unit cost data
- g. Map to identify project site
- h. Aerial photography

All safety Stage 0 studies are protected under Title 23 U.S.C. 409. The following statement should be included in these studies: “This document is exempt from discovery or admission under Title 23 U.S.C. 409.” Title 23 U.S.C. 409 is stated below.

“Notwithstanding any other provision of law, reports, surveys, schedules, lists, or data compiled or collected for the purpose of identifying, evaluating, or planning the safety enhancement of potential accident sites, hazardous roadway conditions, or railway-highway crossings, pursuant to sections 130, 144, and 152 of this title or for the purpose of developing any highway safety construction improvement project which may be implemented utilizing Federal-aid highway funds shall not be subject to discovery or admitted into evidence in a Federal or State court proceeding or considered for other purposes in any action for damages arising from any occurrence at a location mentioned or addressed in such reports, surveys, schedules, lists, or data.”

Projects not requiring right-of-way and/or utility relocations will need a geometric layout and the completed Stage 0 checklists as a minimum. On projects where right-of-way is required and utilities need to be relocated, a geometric layout of the alternative(s) using aerial photography and DOTD’s design standards shall be provided along with the Stage 0 checklists. Approximate right-of-way limits and area based on a standard template will need to be established. Both the apparent right-of-way and the required right-of-way shall be shown on the geometric layout.

Preliminary cost estimates for each alternative should be based on unit cost data. The estimates will include the costs associated with engineering design, environmental actions, construction, right-of-way acquisition, utility relocation, and contingencies. District / Headquarters Utility and Real Estate Sections should be involved in the Stage 0

process so as to provide a good preliminary estimate for utility relocations and right-of-way acquisitions, respectively.

The Stage 0 Environmental Checklist begins with a series of items to help define the context of the area followed by more detailed items to aid in the identification of potential impacts. Items to be considered include, but are not limited to, social, economic, historic, cultural, recreational, archaeological, noise, air, wetlands, flood plains, threatened or endangered species and/or their habitat and farmland. Also, identify and define the apparent environmentally sensitive areas, hazardous material sites, and natural or man-made constraints within the project's limits using field reconnaissance and aerial photography. A list of websites containing various environmental databases is included along with a general explanation of the relevance of each item in the checklist.

In the Stage 0 study/checklist, an alternative will be recommended based on purpose and need, traffic analysis, alignment, cost estimates, environmental impacts, etc. An example of completed Stage 0 checklists can be found at the end of this section.

Once Stage 0 has been completed, it must be sent to the Program Manager for review of completeness before submitting it to the Project Selection Team. The team will then decide which projects proceed to Stage 1, Planning and Environmental, within the respective budget constraints. Projects not selected can be shelved or retained for reconsideration the following year. For further information on the project selection teams and the project selection procedures, refer to the DOTD's "Highway Project Selection Process" manual.

Once the decision is made to proceed to Stage 1, it is the Program Manager's responsibility to ensure that a project number is obtained by the appropriate departmental personnel and to make the necessary contacts to initiate Stage 1. The Program Manager is responsible for sending a memorandum to the Environmental Section indicating that the project was selected and approved for further processing through Stage 1. Also, a copy of the completed Stage 0 study should be sent to the appropriate DOTD sections and/or district.

Any significant changes to the approved project scope or budget must be submitted to the Program Manager for approval. Changes to the budget may need to be brought to the Project Delivery Steering Committee, particularly if the Budget Partition is impacted.

STAGE 0 Preliminary Scope and Budget Checklist

District 04 Parish Claiborne Route LA XX

Control Section 000-00 Total Project Length (miles) 0.06

Begin Project (CS Log Mile) 5.80 End Project (CS Log Mile) 5.86

Project Category (Safety, Capacity, etc.) Safety Date Prepared: 9/8/2006

A. Purpose and need for the project: The purpose and need for this project is to reduce the number of rear end accidents on LA XX at Joe Road.

B. Project Concept

- Description of existing facility (functional class, ADT, number of lanes, etc): The ADT for this section of LA XX is 27,000 with a truck percentage of 16. The existing road is an urban arterial with four lanes and a posted speed of 40 miles per hour. The existing roadway section at this location consists of 4 - 12' travel lanes with no shoulders, curb and gutter, and a subsurface drainage system. The apparent right of way width is 80'.
- Major Design Features/Criteria of the proposed facility (attach aerial photo w/concept if applicable): Construct a 12' wide right turn lane on LA XX at Joe Rd. with 150' for storage and 165' for transition. See the attached aerial.
- Design Exceptions: No design exceptions will be needed.
- Technical Analyses (traffic analysis, safety analysis, etc): See the attached crash data. The data indicates that removing turning traffic from the through travel lane will reduce rear-end collisions at this location.
- Alternatives to Project Concept: No build
- Future ITS / Traffic Considerations: No plans for ITS deployment along LA XX. The intersection is signalized.
- Construction Traffic Management/Property Access Considerations: Construct Under Traffic

C. Potential environmental impacts (Complete the Stage 0 Environmental Checklist on pages 4-10 to 4-13):

Two gas station (Exxon and Shell) are located adjacent to the project. See the attached Environmental Checklist and aerial layout.

D. Cost Estimate

- Engineering Design: 0 (In house design)
- Environmental (document, mitigation, etc.): 0
- R/W Acquisition: \$25,000
(C of A if applicable)
- Utility Relocations: \$100,000
- Construction (including const. traffic management): \$225,000

TOTAL PROJECT COST **\$350,000**

E. Expected Funding Source(s) (Highway Priority Program, CMAQ, Urban Systems, Fed/State earmarks, etc.)

Highway Priority Program (Safety)

ATTACH ANY ADDITIONAL DOCUMENTATION

Prepared By: John Doe

Disposition (circle one): (1) Advance to Stage 1 (2) Hold for Reconsideration (3) Shelf

EXAMPLE

Stage 0 Environmental Checklist

C.S. 000-00 Parish Claiborne
Route LA XX Begin Log mile 5.80 End Log mile 5.86

ADJACENT LAND USE: Commercial

Any property owned by a Native American Tribe?

(Y or N or Unknown) If so, which Tribe? N

Any property enrolled into the Wetland Reserve Program?

(Y or N or Unknown) If so, give the location N

Community Elements: Is the project impacting or adjacent to any:

(Y or N) Cemeteries N

(Y or N) Churches N

(Y or N) Schools N

(Y or N) Public Facilities (i.e., fire station, library, etc.) N

(Y or N) Community water well/supply N

Section 4(f) issue: Is the project impacting or adjacent to any:

(Y or N) Public recreation areas N

(Y or N) Public parks N

(Y or N) Wildlife Refuges N

(Y or N) Historic Sites N

Is the project impacting, or adjacent to, a property listed on the National Register of Historic Places? (Y or N) Is the project within a historic district or a national landmark district? (Y or N) If the answer is yes to either question, list names and locations below:

N
N

Do you know of any threatened or endangered species in the area? (Y or N)

If so, which species? N

Does the project impact a stream protected by the Louisiana Scenic Rivers Act? (Y or N)

If yes, name the stream. N

Are there any Significant Trees as defined by EDSM I.1.1.21 within proposed ROW?(Y or N)

If so, where? N

What year was the existing bridge built? N/A

Are any waterways impacted by the project considered navigable? (Y or N) If unknown, state so, list the waterways: N/A

Hazardous Material: Have you checked the following DEQ and EPA databases for potential problems?

(Y or N) Leaking Underground Storage Tanks Y, nothing found

(Y or N) CERCLIS Y, nothing found

(Y or N) ERNS Y, nothing found

(Y or N) Enforcement and Compliance History Y, nothing found

If found site, give the name and location: N/A

Underground Storage Tanks (UST): Are there any Gasoline Stations or other facilities that may have UST on or adjacent to the project? (Y or N) Y

If so, give the name and location: Exxon (C.S. log mile 5.858) and Shell (located on Joe Rd. near the project site) See the attached aerial.

Stage 0 Environmental Checklist

Any chemical plants, refineries or landfills adjacent to the project? (Y or N) Any large manufacturing facilities adjacent to the project? (Y or N) Dry Cleaners? (Y or N) If yes to any, give names and locations: N to all

Oil/Gas wells: Have you checked DNR database for registered oil and gas wells? (Y or N)
List the type and location of wells being impacted by the project. oil/gas wells are not being impacted by this project

Are there any possible residential or commercial relocations/displacements? (Y or N)
How many? N

Do you know of any sensitive community issues related to the project? (Y or N)
If so, explain N

Is the project area population minority or low income? (Y or N) N

What type of detour/closures could be used on the job? Construct Under Traffic

Did you notice anything of concern during your site/windshield survey of the area? If so, explain below.
No

John Doe

Point of Contact

(225) 379-1297

Phone Number

9/8/2006

Date

Stage 0 Environmental Checklist

Threatened & Endangered Species Information

<http://www.wlf.louisiana.gov/experience/threatened/speciesfactsheets/>
<http://www.wlf.louisiana.gov/experience/threatened/threatenedandendangeredtable/>
<http://www.wlf.louisiana.gov/experience/threatened/>

LA Wildlife Refuge Information

<http://www.wlf.louisiana.gov/experience/wmas/refuges/>

Louisiana Scenic Rivers Act (R.S. 56:1840-1856)

Louisiana Natural and Scenic Rivers (R.S. 56:1847)
<http://www.legis.state.la.us/lss/lss.asp?doc=104995>
Louisiana Historic and Scenic Rivers (R.S. 56:1856)
<http://www.legis.state.la.us/lss/lss.asp?doc=105004>
<http://www.wlf.louisiana.gov/experience/scenicrivers/>

Significant Tree Policy (EDSM I.1.1.21)

EDSMs can be found on DOTD's intranet site: <http://ladotnet/>
(Live Oak, Red Oak, White Oak, Magnolia or Cypress, aesthetically important, 18" or greater in diameter at breast height and has form that separates it from surrounding or that which may be considered historic.)

LA Historic Sites and Districts

<http://www.crt.state.la.us/hp/nhl/default.htm>

Hazardous Waste Site Information

<http://www.deq.louisiana.gov/portal/tabid/71/Default.aspx>
<http://www.epa.gov/superfund/sites/cursites/index.htm>
<http://www.epa.gov/superfund/sites/npl/la.htm>
http://www.deq.louisiana.gov/portal/Portals/0/permits/ust_facility_owner.pdf
http://www.deq.louisiana.gov/portal/Portals/0/remediation/form_5222_r01.xls
http://www.nrc.uscg.mil/wdbcgi/wdbcgi.exe/WWWUSER/WEBDB.foia_query.show_parms
<http://www.epa.gov/echo/>

DNR Oil & Gas Well Information

http://sonris-www.dnr.state.la.us/www_root/sonris_portal_1.htm

Environmental Justice (minority & low income)

<http://www.fhwa.dot.gov/environment/ej2000.htm>

Demographics

<http://www.louisiana.gov/wps/wcm/connect/Louisiana.gov/About+Louisiana/Demographics%3A+Census+Info/Census+2000+Information/>
<http://www.census.gov/>

Water Wells

<http://www.dotd.state.la.us/intermodal/wells/home.asp>

FHWA's Environmental Website (Just a good reference for understanding NEPA)

<http://www.fhwa.dot.gov/environment/index.htm>

Additional Databases Checked

Other Comments:

Stage 0 Environmental Checklist

General Explanation:

To adequately consider projects in Stage 0, some consideration must be given to the human and natural environment which will be impacted by the project. The Environmental Checklist was designed knowing that some environmental issues may surface later in the process. This checklist was designed to obtain basic information, which is readily accessible by reviewing public databases and by visiting the site. It is recognized that some information may be more accessible than other information. Some items on the checklist may be more important than others depending on the type of project. It is recommended that the individual completing the checklist do their best to answer the questions accurately. Feel free to comment or write any explanatory comments at the end of the checklist.

The Databases:

To assist in gathering public information, the previous sheet includes web addresses for some of the databases that need to be consulted to complete the checklist. As of October 2006, these addresses were accurate.

Note that you will not have access to the location of any threatened or endangered (T&E) species. The web address list only the threatened or endangered species in Louisiana. It will generally describe their habitat and other information. If you know of any species in the project area, please state so, but you will not be able to confirm it yourself. If you feel this may be an issue, please contact the Environmental Section. We have biologist on staff who can confirm the presence of a species.

Why is this information important?

Land Use? Indicator of biological issues such as T&E species or wetlands.

Ownership? Tells us whether coordination with tribal nations will be required.

WRP properties? Farmland that is converted back into wetlands. The Federal government has a permanent easement which cannot be expropriated by the State. Program is operated through the Natural Resources Conservation Service (formerly the Soil Conservation Service).

Community Elements? DOTD would like to limit adverse impacts to communities. Also, public facilities may be costly to relocate.

Section 4(f) issues? USDOT agencies are required by law to avoid certain properties, unless a prudent or feasible alternative is not available.

Historic Properties? Tells us if we have a Section 106 issue on the project. (Section 106 of the National Historic Preservation Act) See <http://www.achp.gov/work106.html> for more details.

Scenic Streams? Scenic streams require a permit and may require restricted construction activities.

Significant Trees? Need coordination and can be important to community.

Age of Bridge? Section 106 may apply. Bridges over 50 years old are evaluated to determine if they are eligible for the National Register of Historic Places.

Navigability? If navigable, will require an assessment of present and future navigation needs and US Coast Guard permit.

Hazardous Material? Don't want to purchase property if contaminated. Also, a safety issue for construction workers if right-of-way is contaminated.

Oil and Gas Wells? Expensive if project hits a well.

Relocations? Important to community. Real Estate costs can be substantial depending on location of project. Can result in organized opposition to a project.

Sensitive Issues? Identification of sensitive issues early greatly assists project team in designing public involvement plan.

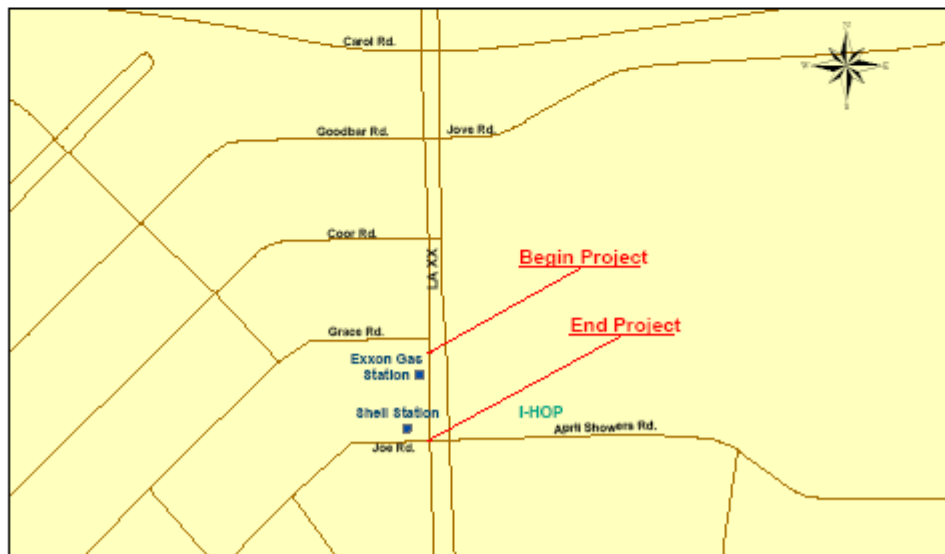
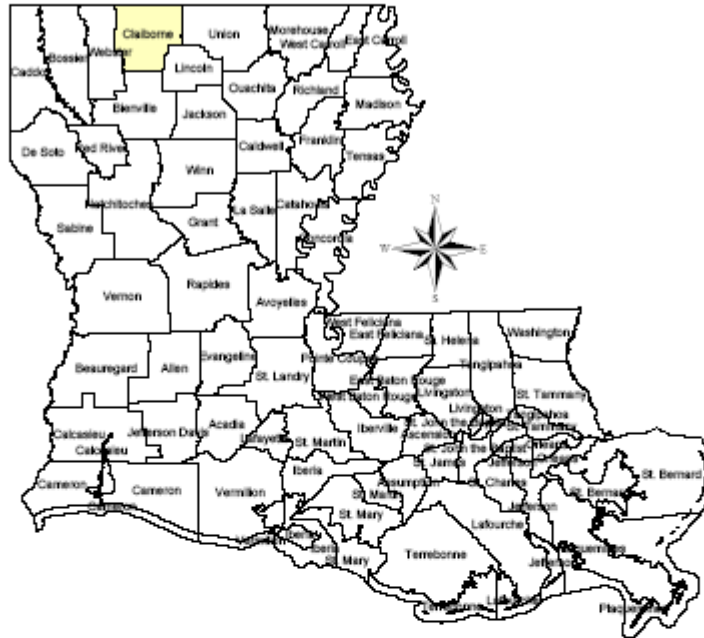
Minority/Low Income Populations? Executive Order requires Federal Agencies to identify and address disproportionately high and adverse human health and environmental effects on minority or low income populations. (often referred to as Environmental Justice)

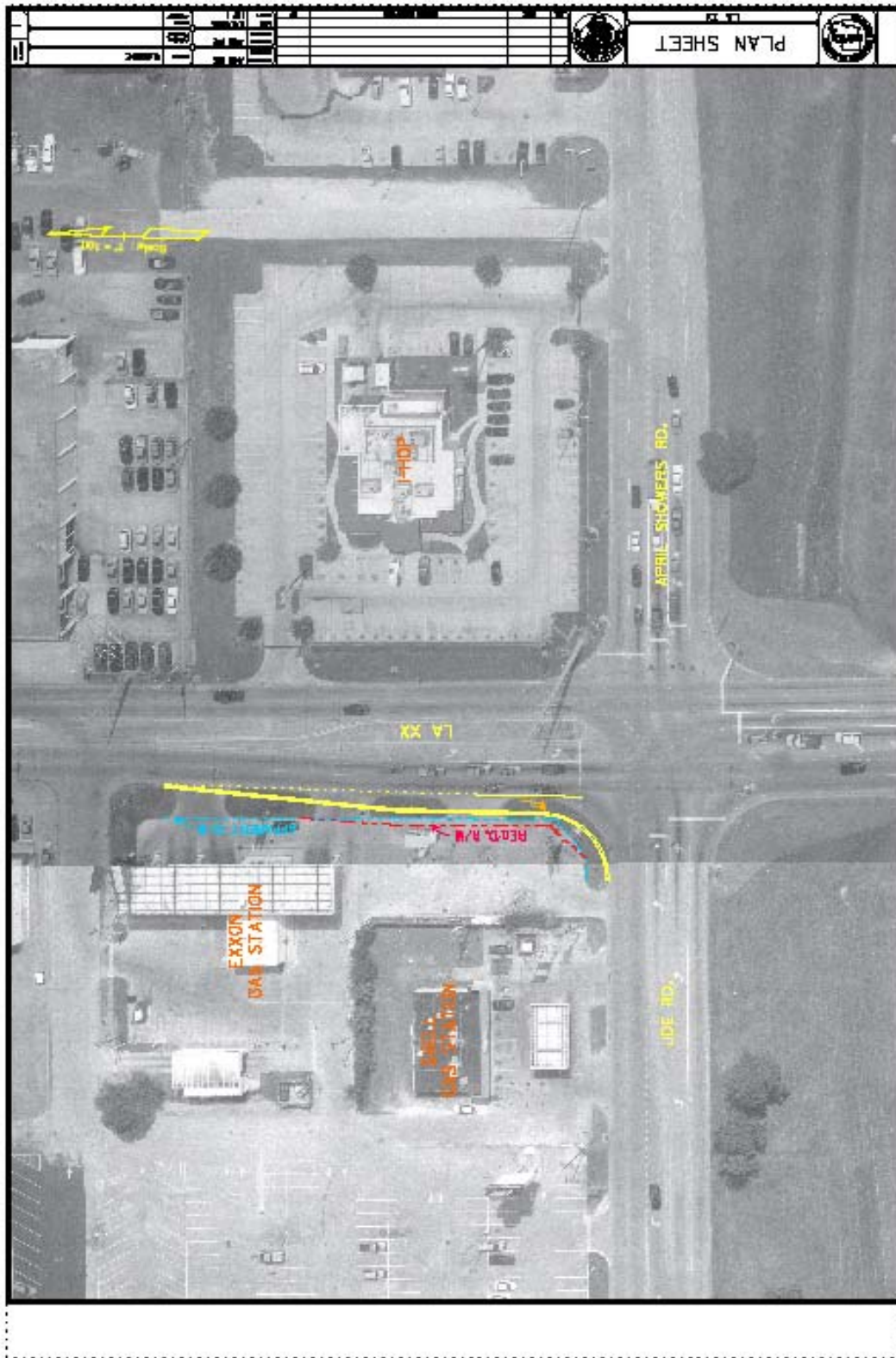
Detours? The detour route may have as many or more impacts. Should be looked at with project. May be unacceptable to the public.

LA XX

C.S. 000-00

CLAIBORNE PARISH





LADOTD Crash List
LADOTD Crash List

LA XX
Claiborne Parish

Control-Section between logmiles 5.78 and 5.88
2003-01-01 to 2006-12-31

Csect	Log Mile	tot acc	pdo acc	fat acc	inj acc	num fat	num inj	crash date	most harm evt	type coll	type acc	surf cond	crash num	par ish	hour	int	iv agy	dir trav	move prior
	5.87	1	1	0	0	0	0	05/06/2006	MV in Trans	Left Turn-g	Coll wt veh	wet	1753324	10	11	0	B	EN	WB
	5.84	1	1	0	0	0	0	05/11/2006	MV in Trans	S Swipe(sd)	Coll wt veh	dry	1753474	10	19	1	B	SS	JL
	5.84	5	5	0	0	0	0	07/10/2006	Oth Non Coll	Rear End	Non Col on Rd	dry	1755108	10	18	1	B	WW	NB
Total	2006	7	7	0	0	0	0												

CONFIDENTIAL INFORMATION - This document is exempt from discovery or admission under 23 U.S.C. 409. Contact the Traffic Safety Office at (225)379-1871 before releasing any information.

Crash Data Example

4.2 Railroad Crossing Upgrades

Generally, the federal railroad safety projects are located on existing public at-grade highway/rail crossings. If Louisiana's public highway/rail crossings evaluation determines that an upgrade to the crossing's warning and/or surface is to be considered, the Railroad Unit will request plans and estimates from the railroad company. This evaluation serves as the Stage 0 study and since these proposed improvements take place at the crossing, all within the railroad's and public road's right-of-way, the environmental process is typically less complicated than for many other projects. Once received by the Railroad Unit, the Stage 0 evaluation is forwarded to the Environmental Section for completion of Stage 1, Planning and Environmental. If the rail crossing is not located on a state highway, the Railroad Unit must get a commitment from the local government to install and maintain advance warning signs and pavement markings for the railroad crossing to be upgraded.

If a minor roadway improvement is considered for railroad safety funding, i.e. road widening at the crossing or construction to close and/or consolidate crossing(s), then a Stage 0 evaluation will be needed as discussed in the previous section of this Chapter. These are generally lower cost roadway construction projects (< \$250,000) to aide in highway/rail safety; therefore, the Stage 0 documentation is typically not complex or extensive.

5 Additional Capacity / New Infrastructure

This chapter focuses on the Regular Capacity Program and Corridor Upgrades. Projects covered under this category include adding single occupancy vehicle (SOV) or high occupancy vehicle (HOV) travel lanes to existing highways, building new highways (i.e., extending existing highways, adding frontage roads, etc.), adding new interchanges to existing freeways, adding control-of-access to existing highways, and any atypical project that does not fit within the other project categories.

The Stage 0 studies for the Regular Capacity Program and Corridor Upgrade projects are normally prepared by the Districts, the Road Design Section, and the Transportation Planning Section. The Transportation Planning Section is responsible for checking for completeness and approving the Stage 0 studies before being submitted to the Project Selection Team. The Stage 0 process for each of the mentioned types of projects is as follows.

5.1 Regular Capacity Program and Corridor Upgrade

Regular capacity projects are those that can be reasonably funded under the annual Highway Priority Program, subject to competition with other projects within the same category. Each year, all candidate projects for which Stage 0 studies have been completed will be submitted to the Project Selection Team.

Corridor upgrade projects are capacity projects and will require a Stage 0, feasibility, study. A Stage 0 Preliminary Scope and Budget Checklist and a Stage 0 Environmental Checklist is available to aid in the preparation of the Stage 0 studies. These checklists may be used as an outline in preparing feasibility studies. An example of a completed Stage 0 Preliminary Scope and Budget Checklist can be found at the end of this section. A blank copy of the checklists can be found in the appendix of this manual.

The vast majority of capacity projects in the regular program will require a study using the Stage 0 checklists as a guide. A completed Preliminary Scope and Budget Checklist provides information such as project location, project category, purpose and need, description of existing facility, description of proposed facility, cost estimates, expected funding source(s), etc. Likewise, the Environmental Checklist is used to aid in the preliminary review of potential impacts to the natural and human environment.

Every Stage 0 study shall have a well thought out purpose and need statement. A purpose and need statement indicates why the project is being proposed as well as describing the problem or problems that need to be addressed. This statement provides a basis for selecting reasonable and practicable alternatives for consideration. It can also be an important factor in selecting a preferred alternative.

In order to complete the Stage 0 checklist/study, engineering data will have to be obtained, organized and reviewed. A Stage 0 study may include but is not limited to the following items:

- a. Existing traffic data
- b. Traffic crash data
- c. Existing highway plans (As-Builts)
- d. Utility information
- e. Previous studies and reports
- f. Unit cost data
- g. Map to identify project site
- h. Aerial photography

A geometric layout of the alternative(s) using aerial photography and DOTD's design standards shall be provided along with the Stage 0 study for all projects in the regular program. If right-of-way is required, approximate right-of-way limits and area based on a standard template will need to be established. Both the apparent right-of-way and the required right-of-way shall be shown on the geometric layout.

Preliminary cost estimates for each alternative should be based on unit cost data. The estimates will include the costs associated with engineering design, environmental actions, construction, right-of-way acquisition, utility relocation, and contingencies. District / Headquarters Utility and Real Estate Sections should be involved in the Stage 0 process as to provide a good preliminary estimate for utility relocations and right-of-way acquisitions, respectively.

The Stage 0 Environmental Checklist begins with a series of items to help define the context of the area followed by more detailed items to aid in the identification of potential impacts. Items to be considered include, but are not limited to, social, economic, historic, cultural, recreational, archaeological, noise, air, wetlands, flood plains, endangered or threatened species and/or their habitat and farmland. Also, identify

and define the apparent environmentally sensitive areas, hazardous material sites, and natural man-made constraints within the project's limits using field reconnaissance and aerial photography. A list of websites containing various environmental databases is included along with a general explanation of the relevance of each item in the checklist.

In the Stage 0 study, an alternative will be recommended based on purpose and need, traffic analysis, alignment, cost estimates, environmental impacts, etc. Once Stage 0 has been completed, it must be sent to the Transportation Planning Section for review of completeness before submitting it to the Project Selection Team. The team will then decide which projects proceed to Stage 1, Planning and Environmental, within the respective budget constraints. Projects not selected can be shelved or retained for reconsideration the following year. For further information on the project selection teams and the project selection procedures, refer to the DOTD's "Highway Project Selection Process" manual.

Once the decision is made to proceed to Stage 1, the Program Manager is notified and provided with a copy of the Stage 0 study. It is the Program Manager's responsibility to ensure that a project number is obtained by the appropriate departmental personnel and to make the necessary contacts to initiate Stage 1. The Program Manager is responsible for sending a memorandum to the Environmental Section indicating that the project was selected and approved for further processing through Stage 1. Also, a copy of the completed Stage 0 study should be sent to the appropriate DOTD sections and district.

Any significant changes to the approved project scope or budget must be submitted to the Program Manager for approval. Changes to the budget may need to be brought to the Project Delivery Steering Committee, particularly if the Budget Partition is impacted.

STAGE 0
Preliminary Scope and Budget Checklist

District 62 Parish St. Tammany Route US XX

Control Section XXX-XX Total Project Length (miles) 1.0 miles

Begin Project (CS Log Mile) 0.00 End Project (CS Log Mile) 1.00

Project Category (Safety, Capacity, etc.) Capacity Date Prepared: 09/06/06

A. Purpose and need for the project: To improve the level of service along US XX from CSLM 0.00 to CSLM 1.00. (See Stage 0, feasibility, report)

B. Project Concept

- Description of existing facility (functional class, ADT, number of lanes, etc): urban arterial, 40,000 ADT, 4- 12' lanes divided with 8' paved shoulder, LOS F, R/W 210'. On a 4-lane road, 12,000 ADT is LOS A.
- Major Design Features/Criteria of the proposed facility (attach aerial photo w/concept if applicable):
Widen to 6 lanes and retain raised median
- Design Exceptions: No design exceptions are anticipated to be needed.
- Technical Analyses (traffic analysis, safety analysis, etc): see Stage 0, Feasibility, study
- Alternatives to Project Concept: do nothing, eliminate median and use 7-lane section
- Future ITS / Traffic Considerations: camera system at the intersection of US XX and Boutin Road
- Construction Traffic Management/Property Access Considerations: Maintain 4-lanes during peak periods, maintain access to businesses during normal business hours.

C. Potential environmental impacts (Complete the Stage 0 Environmental Checklist on pages 4-10 to 4-13):

See attached environmental checklist

D. Cost Estimate

- Engineering Design: \$400,000
- Environmental (document, mitigation, etc.): \$300,000
- R/W Acquisition: \$1,200,000
(C of A if applicable)
- Utility Relocations: \$400,000
- Construction (including const. traffic management): \$10,000,000

TOTAL PROJECT COST **\$12,300,000**

E. Expected Funding Source(s) (Highway Priority Program, CMAQ, Urban Systems, Fed/State earmarks, etc.)

Highway Priority Program

ATTACH ANY ADDITIONAL DOCUMENTATION

Prepared By: L. Camino

Disposition (circle one): (1) Advance to Stage 1 (2) Hold for Reconsideration (3) Shelf

Stage 0 Environmental Checklist

C.S. XXX-XX Parish St. Tammany
Route US XX Begin Log mile 0.00 End Log mile 1.00

ADJACENT LAND USE: Commercial

Any property owned by a Native American Tribe?

(Y or N or Unknown) If so, which Tribe? N

Any property enrolled into the Wetland Reserve Program?

(Y or N or Unknown) If so, give the location N

Community Elements: Is the project impacting or adjacent to any:

(Y or N) Cemeteries N

(Y or N) Churches N

(Y or N) Schools N

(Y or N) Public Facilities (i.e., fire station, library, etc.) N

(Y or N) Community water well/supply N

Section 4(f) issue: Is the project impacting or adjacent to any:

(Y or N) Public recreation areas N

(Y or N) Public parks N

(Y or N) Wildlife Refuges N

(Y or N) Historic Sites N

Is the project impacting, or adjacent to, a property listed on the National Register of Historic Places? (Y or N) Is the project within a historic district or a national landmark district? (Y or N) If the answer is yes to either question, list names and locations below:

N, N

Do you know of any threatened or endangered species in the area? (Y or N)

If so, which species? N

Does the project impact a stream protected by the Louisiana Scenic Rivers Act? (Y or N)

If yes, name the stream. N

Are there any Significant Trees as defined by EDSM I.1.1.21 within proposed ROW?(Y or N)

If so, where? N

What year was the existing bridge built? N/A

Are any waterways impacted by the project considered navigable? (Y or N) If unknown, state so, list the waterways: N

Hazardous Material: Have you checked the following DEQ and EPA databases for potential problems?

(Y or N) Leaking Underground Storage Tanks Y, Stop and Go Gas Station

(Y or N) CERCLIS Y, nothing found

(Y or N) ERNS Y, nothing found

(Y or N) Enforcement and Compliance History Y, nothing found

If found site, give the name and location: _____

Stage 0 Environmental Checklist

Underground Storage Tanks (UST): Are there any Gasoline Stations or other facilities that may have UST on or adjacent to the project? (Y or N) Y, adjacent

If so, give the name and location: Stop and Go Gas Station (C.S. log mile 0.20) and Hole in the Wall Gas Station (C.S. log mile 0.75)

Any chemical plants, refineries or landfills adjacent to the project? (Y or N) **Any large manufacturing facilities adjacent to the project?** (Y or N) **Dry Cleaners?** (Y or N) If yes to any, give names and locations: N, N, Y, Keep It Clean Dry Cleaners (C.S. log mile 0.90)

Oil/Gas wells: Have you checked DNR database for registered oil and gas wells? (Y or N)

List the type and location of wells being impacted by the project. oil/gas wells are not being impacted by this project

Are there any possible residential or commercial relocations/displacements? (Y or N)

How many? Y, possibly 2 relocations/displacements

Do you know of any sensitive community issues related to the project? (Y or N)

If so, explain N

Is the project area population minority or low income? (Y or N) N

What type of detour/closures could be used on the job? Maintain 4-lanes during peak periods, maintain access to businesses during normal business hours.

Did you notice anything of concern during your site/windshield survey of the area? If so, explain below. N

L. Comino

Point of Contact

(225) 379-1297

Phone Number

9/06/2006

Date

Stage 0 Environmental Checklist

Threatened & Endangered Species Information

<http://www.wlf.louisiana.gov/experience/threatened/speciesfactsheets/>
<http://www.wlf.louisiana.gov/experience/threatened/threatenedandendangeredtable/>
<http://www.wlf.louisiana.gov/experience/threatened/>

LA Wildlife Refuge Information

<http://www.wlf.louisiana.gov/experience/wmas/refuges/>

Louisiana Scenic Rivers Act (R.S. 56:1840-1856)

Louisiana Natural and Scenic Rivers (R.S. 56:1847)

<http://www.legis.state.la.us/lss/lss.asp?doc=104995>

Louisiana Historic and Scenic Rivers (R.S. 56:1856)

<http://www.legis.state.la.us/lss/lss.asp?doc=105004>

<http://www.wlf.louisiana.gov/experience/scenicrivers/>

Significant Tree Policy (EDSM I.1.1.21)

EDSMs can be found on DOTD's intranet site: <http://ladotnet/>

(Live Oak, Red Oak, White Oak, Magnolia or Cypress, aesthetically important, 18" or greater in diameter at breast height and has form that separates it from surrounding or that which may be considered historic.)

LA Historic Sites and Districts

<http://www.crt.state.la.us/hp/nhl/default.htm>

Hazardous Waste Site Information

<http://www.deq.louisiana.gov/portal/tabid/71/Default.aspx>

<http://www.epa.gov/superfund/sites/cursites/index.htm>

<http://www.epa.gov/superfund/sites/npl/la.htm>

http://www.deq.louisiana.gov/portal/Portals/0/permits/ust_facility_owner.pdf

http://www.deq.louisiana.gov/portal/Portals/0/remediation/form_5222_r01.xls

http://www.nrc.uscg.mil/wdbcgi/wdbcgi.exe/WWWUSER/WEBDB.foia_query.show_parms

<http://www.epa.gov/echo/>

DNR Oil & Gas Well Information

http://sonris-www.dnr.state.la.us/www_root/sonris_portal_1.htm

Environmental Justice (minority & low income)

<http://www.fhwa.dot.gov/environment/ej2000.htm>

Demographics

<http://www.louisiana.gov/wps/wcm/connect/Louisiana.gov/About+Louisiana/Demographics%3A+Census+Info/Census+2000+Information/>

<http://www.census.gov/>

Water Wells

<http://www.dotd.state.la.us/intermodal/wells/home.asp>

FHWA's Environmental Website (Just a good reference for understanding NEPA)

<http://www.fhwa.dot.gov/environment/index.htm>

Additional Databases Checked

Other Comments:

Stage 0 Environmental Checklist

General Explanation:

To adequately consider projects in Stage 0, some consideration must be given to the human and natural environment which will be impacted by the project. The Environmental Checklist was designed knowing that some environmental issues may surface later in the process. This checklist was designed to obtain basic information, which is readily accessible by reviewing public databases and by visiting the site. It is recognized that some information may be more accessible than other information. Some items on the checklist may be more important than others depending on the type of project. It is recommended that the individual completing the checklist do their best to answer the questions accurately. Feel free to comment or write any explanatory comments at the end of the checklist.

The Databases:

To assist in gathering public information, the previous sheet includes web addresses for some of the databases that need to be consulted to complete the checklist. As of October 2006, these addresses were accurate.

Note that you will not have access to the location of any threatened or endangered (T&E) species. The web address list only the threatened or endangered species in Louisiana. It will generally describe their habitat and other information. If you know of any species in the project area, please state so, but you will not be able to confirm it yourself. If you feel this may be an issue, please contact the Environmental Section. We have biologist on staff who can confirm the presence of a species.

Why is this information important?

Land Use? Indicator of biological issues such as T&E species or wetlands.

Ownership? Tells us whether coordination with tribal nations will be required.

WRP properties? Farmland that is converted back into wetlands. The Federal government has a permanent easement which cannot be expropriated by the State. Program is operated through the Natural Resources Conservation Service (formerly the Soil Conservation Service).

Community Elements? DOTD would like to limit adverse impacts to communities. Also, public facilities may be costly to relocate.

Section 4(f) issues? USDOT agencies are required by law to avoid certain properties, unless a prudent or feasible alternative is not available.

Historic Properties? Tells us if we have a Section 106 issue on the project. (Section 106 of the National Historic Preservation Act) See <http://www.achp.gov/work106.html> for more details.

Scenic Streams? Scenic streams require a permit and may require restricted construction activities.

Significant Trees? Need coordination and can be important to community.

Age of Bridge? Section 106 may apply. Bridges over 50 years old are evaluated to determine if they are eligible for the National Register of Historic Places.

Navigability? If navigable, will require an assessment of present and future navigation needs and US Coast Guard permit.

Hazardous Material? Don't want to purchase property if contaminated. Also, a safety issue for construction workers if right-of-way is contaminated.

Oil and Gas Wells? Expensive if project hits a well.

Relocations? Important to community. Real Estate costs can be substantial depending on location of project. Can result in organized opposition to a project.

Sensitive Issues? Identification of sensitive issues early greatly assists project team in designing public involvement plan.

Minority/Low Income Populations? Executive Order requires Federal Agencies to identify and address disproportionately high and adverse human health and environmental effects on minority or low income populations. (often referred to as Environmental Justice)

Detours? The detour route may have as many or more impacts. Should be looked at with project. May be unacceptable to the public.

6 Other Types of Projects

The DOTD administers federal highway funds for local governments and manages special types of projects such as Enhancement projects, Urban Systems / Congestion Mitigation and Air Quality (CMAQ) funded projects, and Federal / State Earmark projects. The Stage 0 requirement for each of the mentioned project types is discussed in further detail in this chapter.

6.1 Enhancements

The Transportation Enhancement program is unique to the Department. The application for Transportation Enhancement Project serves as the Stage 0 study. A completed application contains information such as applicant / sponsor / consultant information, brief project information, eligibility criteria, a detailed project description, location map, project boundary map and site plan (if available), photographs of the existing site and/or facility if applicable, project cost, implementation, operation and maintenance costs, project benefits, funding information, and local support. The steps involved in the Transportation Enhancement Program's Stage 0 are as follows.

The call for applications is initiated by DOTD by posting it on DOTD's website as well as mailing flyers to Louisiana Municipal Association members, levee districts, police juries, and public universities. All applications submitted before the deadline are reviewed for eligibility within the program by the Enhancement Project Selection Committee.

The Enhancement Committee will provide information to the District Administrators concerning the project's function, impact, cost, and Enhancement Committee priority for both eligible and ineligible applications. The ineligible applications are sent to the District Administrators for informational purposes only. Information on the basic eligibility criteria as well as ineligible items can be found in the [Transportation Enhancement Information Guide](#). The District Administrators will rank the eligible projects in their respective districts.

District Administrators will provide the Transportation Enhancement Program Manager with their priority list. District Administrators are encouraged to utilize the MPOs located in their district for information to help with prioritization of projects. The Transportation Enhancement Program Manager is responsible for the completeness of the Transportation Enhancement Applications which serve as the Stage 0 study. Once

a project has been accepted into the program, the Transportation Enhancement Program Manager will notify and inform the sponsor that they need to obtain environmental clearance (Stage 1) from DOTD's Environmental Section before an agreement can be obtained. For more information on the Transportation Enhancement Program, refer to the Enhancement Manual.

6.2 Urban Systems / CMAQ

For Urban Systems and Congestion Mitigation and Air Quality (CMAQ) funded projects, the decisions regarding which projects will proceed to Stage 1, Planning and Environmental, will be made within the metropolitan planning organization's (MPO) planning process. Normally, the MPO staff will complete the Stage 0 studies and submit them to DOTD's MPO Coordinator within the Transportation Planning Section for review.

An MPO Preliminary Scope and Budget Checklist and a Stage 0 Environmental Checklist is available to aid in the preparation of Stage 0 studies. A completed MPO Preliminary Scope and Budget Checklist provides information such as project location, project category, purpose and need, description of existing facility, description of proposed facility, cost estimates, expected funding source(s), etc. Likewise, the Environmental Checklist is used to aid in the preliminary review of potential impacts to the natural and human environment. For minor or routine projects, the completed MPO Preliminary Scope and Budget Checklist along with the Environmental Checklist can serve as the Stage 0 study document. For more complex projects, these checklists serve as an outline in preparing the Stage 0 study. An example of completed Stage 0 checklists can be found at the end of this section. A blank copy of these checklists can be found in the appendix of this manual.

Every Stage 0 study should have a well thought out purpose and need statement. A purpose and need statement indicates why the project is being proposed as well as describing the problem or problems that need to be addressed. This statement provides a basis for selecting reasonable and practicable alternatives for consideration. It can also be an important factor in selecting a preferred alternative.

In order to complete the Stage 0 checklist/study, engineering data will have to be obtained, organized and reviewed. A Stage 0 study may include but is not limited to the following items:

- a. Existing traffic data
- b. Traffic crash data
- c. Existing highway plans (As-Builts)
- d. Utility information
- e. Previous studies and reports
- f. Unit cost data
- g. Map to identify project site
- h. Aerial photography

Projects not requiring right-of-way and/or utility relocations will need a geometric layout and the completed Stage 0 checklists as a minimum. On projects where right-of-way is required and utilities need to be relocated, a geometric layout of the alternative(s) using aerial photography and DOTD's design standards shall be provided along with the Stage 0 checklists. Approximate right-of-way limits and area based on a standard template will need to be established. Both the apparent right-of-way and the required right-of-way shall be shown on the geometric layout.

Preliminary cost estimates for each alternative should be based on unit cost data. The estimates will include the costs associated with engineering design, environmental actions, construction, right-of-way acquisition, utility relocation, and contingencies.

The Stage 0 Environmental Checklist begins with a series of items to help define the context of the area followed by more detailed items to aid in the identification of potential impacts. Items to be considered include, but are not limited to, social, economic, historic, cultural, recreational, archaeological, noise, air, wetlands, flood plains, threatened or endangered species and/or their habitat and farmland. Also, the apparent environmentally sensitive areas, hazardous material sites, and natural or man-made constraints within the project's limits, using field reconnaissance and aerial photography should be identified. A list of websites containing various environmental databases is included along with a general explanation of the relevance of each item in the checklist.

In the study and/or Stage 0 checklist, a recommended alternative based on purpose and need, traffic analysis, alignment, cost estimates, environmental impacts, etc. should be made. Once the Stage 0 study and/or checklist have been completed, it must be sent to the MPO Coordinator within the Transportation Planning Section for review. It is the MPO Coordinator's responsibility to ensure that Stage 0 is complete and approved and that funding is available. It is the MPO Coordinator's responsibility to ensure that project

numbers are obtained by the appropriate departmental personnel and to make the necessary contacts to initiate Stage 1. The MPO Coordinator is responsible for sending a memorandum to the Environmental Section indicating that the project has been approved for further processing through Stage 1. Also, a copy of the Stage 0 study should be sent to the appropriate DOTD sections and district. Any significant changes to the approved project scope or budget must be submitted to the MPO Coordinator for approval.

STAGE 0
MPO INITIATED PROJECT
Preliminary Scope and Budget Checklist

MPO AREA Gotham

Local Street Name Cannon Rd. City / Town Toon Town Parish Caddo

If project is on a state route: State Route Number N/A Control Section N/A

Beginning Log Mile N/A Ending Log Mile N/A

Total Project Length 1.65 (miles) * Please provide a detailed map showing project limits *

Project Category (Urban System, Safety, Capacity, etc.) Urban System

Purpose and need for the project: This project's primary purpose is to improve safety for road users. The existing road is greatly deteriorating (vast cracking and rutting). Cannon Road is a narrow road consisting of two 9' travel lanes and 4' – 7' unpaved shoulders. Also, there is no striping to guide the road users along this route.

B. Project Concept

- Description of existing facility (functional class, ADT, number of lanes, drainage, etc): Cannon Rd. is classified as urban collector with two 9' travel lanes, 4'-7' unpaved shoulders, and open ditches for drainage. The posted speed is 35 mph. The ADT at this location is 3,600.
- Major Design Features/Criteria of the Proposed Facility: The proposed project will be constructed within the existing crown width. This project consists of pulverizing the existing road bed and stabilizing the base course (8" thick) with a 3" superpave asphaltic surface. The proposed project is to construct two 11' travel lanes, 2' paved shoulders with centerline and edge line striping and minor cross drain improvements.
- Alternatives to Project Concept: No Build

C. Transit Applications: N/A

D. Cost Estimate

Phase	Total Estimated Cost	Funding Source (STP>200K, STP<200K, CMAQ, DEMO, DOTD Priority Program)	Match Provided By (City, Parish, State, Other...)	TIP Fiscal Year
Environmental (document, mitigation, etc.)	\$5,000	N/A	\$5,000 Caddo Parish	2007
Engineering Design	\$60,000	N/A	\$60,000 Caddo Parish	2007
R/W Acquisition (C of A if applicable)	N/A	N/A	N/A	N/A
Utility Relocations	N/A	N/A	N/A	N/A
Construction	\$700,000	STP<200K \$560,000	\$140,000 Caddo Parish	2008
Construction Engineering & Inspection Services	\$50,000	STP<200K \$40,000	\$10,000 Caddo Parish	2008
TOTAL COST	\$815,000			

E. Prepared By: Joe Doaks Date: September 13, 2006

NOTE: Attach the completed Environmental Checklist

Stage 0 Environmental Checklist

C.S. N/A Parish Caddo
Route Cannon Rd. Begin Log mile N/A End Log mile N/A

ADJACENT LAND USE: Forrested, Commercial, and Residential

Any property owned by a Native American Tribe?

(Y or N or Unknown) If so, which Tribe? N

Any property enrolled into the Wetland Reserve Program?

(Y or N or Unknown) If so, give the location N

Community Elements: Is the project impacting or adjacent to any:

(Y or N) Cemeteries N

(Y or N) Churches Church of Christ (adjacent to project)

(Y or N) Schools N

(Y or N) Public Facilities (i.e., fire station, library, etc.) N

(Y or N) Community water well/supply N

Section 4(f) issue: Is the project impacting or adjacent to any:

(Y or N) Public recreation areas N

(Y or N) Public parks Toon Town Park (adjacent to project)

(Y or N) Wildlife Refuges N

(Y or N) Historic Sites N

Is the project impacting, or adjacent to, a property listed on the National Register of Historic Places? (Y or N) Is the project within a historic district or a national landmark district? (Y or N) If the answer is yes to either question, list names and locations below:

N
N

Do you know of any threatened or endangered species in the area? (Y or N)

If so, which species? N

Does the project impact a stream protected by the Louisiana Scenic Rivers Act? (Y or N)

If yes, name the stream. N

Are there any Significant Trees as defined by EDSM I.1.1.21 within proposed ROW?(Y or N)

If so, where? N

What year was the existing bridge built? N/A

Are any waterways impacted by the project considered navigable? (Y or N) If unknown,

state so, list the waterways: N

Hazardous Material: Have you checked the following DEQ and EPA databases for potential problems?

(Y or N) Leaking Underground Storage Tanks Y, nothing found

(Y or N) CERCLIS Y, nothing found

(Y or N) ERNS Y, nothing found

(Y or N) Enforcement and Compliance History Y, nothing found

If found site, give the name and location: _____

Stage 0 Environmental Checklist

Underground Storage Tanks (UST): Are there any Gasoline Stations or other facilities that may have UST on or adjacent to the project? (Y or N) N

If so, give the name and location: _____

Any chemical plants, refineries or landfills adjacent to the project? (Y or N) **Any large manufacturing facilities adjacent to the project?** (Y or N) **Dry Cleaners?** (Y or N) If yes to any, give names and locations: N, N, N

Oil/Gas wells: Have you checked DNR database for registered oil and gas wells? (Y or N) List the type and location of wells being impacted by the project. oil/gas wells are not being impacted by this project

Are there any possible residential or commercial relocations/displacements? (Y or N) How many? N

Do you know of any sensitive community issues related to the project? (Y or N) If so, explain N

Is the project area population minority or low income? (Y or N) N

What type of detour/closures could be used on the job? Construct Under Traffic

Did you notice anything of concern during your site/windshield survey of the area? If so, explain below.

N

Joe Doaks

Point of Contact

(225) 379-0000

Phone Number

9/13/2006

Date

Stage 0 Environmental Checklist

Threatened & Endangered Species Information

<http://www.wlf.louisiana.gov/experience/threatened/speciesfactsheets/>
<http://www.wlf.louisiana.gov/experience/threatened/threatenedandendangeredtable/>
<http://www.wlf.louisiana.gov/experience/threatened/>

LA Wildlife Refuge Information

<http://www.wlf.louisiana.gov/experience/wmas/refuges/>

Louisiana Scenic Rivers Act (R.S. 56:1840-1856)

Louisiana Natural and Scenic Rivers (R.S. 56:1847)

<http://www.legis.state.la.us/lss/lss.asp?doc=104995>

Louisiana Historic and Scenic Rivers (R.S. 56:1856)

<http://www.legis.state.la.us/lss/lss.asp?doc=105004>

<http://www.wlf.louisiana.gov/experience/scenicrivers/>

Significant Tree Policy (EDSM I.1.1.21)

EDSMs can be found on DOTD's intranet site: <http://ladotnet/>

(Live Oak, Red Oak, White Oak, Magnolia or Cypress, aesthetically important, 18" or greater in diameter at breast height and has form that separates it from surrounding or that which may be considered historic.)

LA Historic Sites and Districts

<http://www.crt.state.la.us/hp/nhl/default.htm>

Hazardous Waste Site Information

<http://www.deq.louisiana.gov/portal/tabid/71/Default.aspx>

<http://www.epa.gov/superfund/sites/cursites/index.htm>

<http://www.epa.gov/superfund/sites/npl/la.htm>

http://www.deq.louisiana.gov/portal/Portals/0/permits/ust_facility_owner.pdf

http://www.deq.louisiana.gov/portal/Portals/0/remediation/form_5222_r01.xls

http://www.nrc.uscg.mil/wdbcgi/wdbcgi.exe/WWWUSER/WEBDB.foia_query.show_parms

<http://www.epa.gov/echo/>

DNR Oil & Gas Well Information

http://sonris-www.dnr.state.la.us/www_root/sonris_portal_1.htm

Environmental Justice (minority & low income)

<http://www.fhwa.dot.gov/environment/ej2000.htm>

Demographics

<http://www.louisiana.gov/wps/wcm/connect/Louisiana.gov/About+Louisiana/Demographics%3A+Census+Info/Census+2000+Information/>

<http://www.census.gov/>

Water Wells

<http://www.dotd.state.la.us/intermodal/wells/home.asp>

FHWA's Environmental Website (Just a good reference for understanding NEPA)

<http://www.fhwa.dot.gov/environment/index.htm>

Additional Databases Checked

Other Comments:

Stage 0 Environmental Checklist

General Explanation:

To adequately consider projects in Stage 0, some consideration must be given to the human and natural environment which will be impacted by the project. The Environmental Checklist was designed knowing that some environmental issues may surface later in the process. This checklist was designed to obtain basic information, which is readily accessible by reviewing public databases and by visiting the site. It is recognized that some information may be more accessible than other information. Some items on the checklist may be more important than others depending on the type of project. It is recommended that the individual completing the checklist do their best to answer the questions accurately. Feel free to comment or write any explanatory comments at the end of the checklist.

The Databases:

To assist in gathering public information, the previous sheet includes web addresses for some of the databases that need to be consulted to complete the checklist. As of October 2006, these addresses were accurate.

Note that you will not have access to the location of any threatened or endangered (T&E) species. The web address list only the threatened or endangered species in Louisiana. It will generally describe their habitat and other information. If you know of any species in the project area, please state so, but you will not be able to confirm it yourself. If you feel this may be an issue, please contact the Environmental Section. We have biologist on staff who can confirm the presence of a species.

Why is this information important?

Land Use? Indicator of biological issues such as T&E species or wetlands.

Ownership? Tells us whether coordination with tribal nations will be required.

WRP properties? Farmland that is converted back into wetlands. The Federal government has a permanent easement which cannot be expropriated by the State. Program is operated through the Natural Resources Conservation Service (formerly the Soil Conservation Service).

Community Elements? DOTD would like to limit adverse impacts to communities. Also, public facilities may be costly to relocate.

Section 4(f) issues? USDOT agencies are required by law to avoid certain properties, unless a prudent or feasible alternative is not available.

Historic Properties? Tells us if we have a Section 106 issue on the project. (Section 106 of the National Historic Preservation Act) See <http://www.achp.gov/work106.html> for more details.

Scenic Streams? Scenic streams require a permit and may require restricted construction activities.

Significant Trees? Need coordination and can be important to community.

Age of Bridge? Section 106 may apply. Bridges over 50 years old are evaluated to determine if they are eligible for the National Register of Historic Places.

Navigability? If navigable, will require an assessment of present and future navigation needs and US Coast Guard permit.

Hazardous Material? Don't want to purchase property if contaminated. Also, a safety issue for construction workers if right-of-way is contaminated.

Oil and Gas Wells? Expensive if project hits a well.

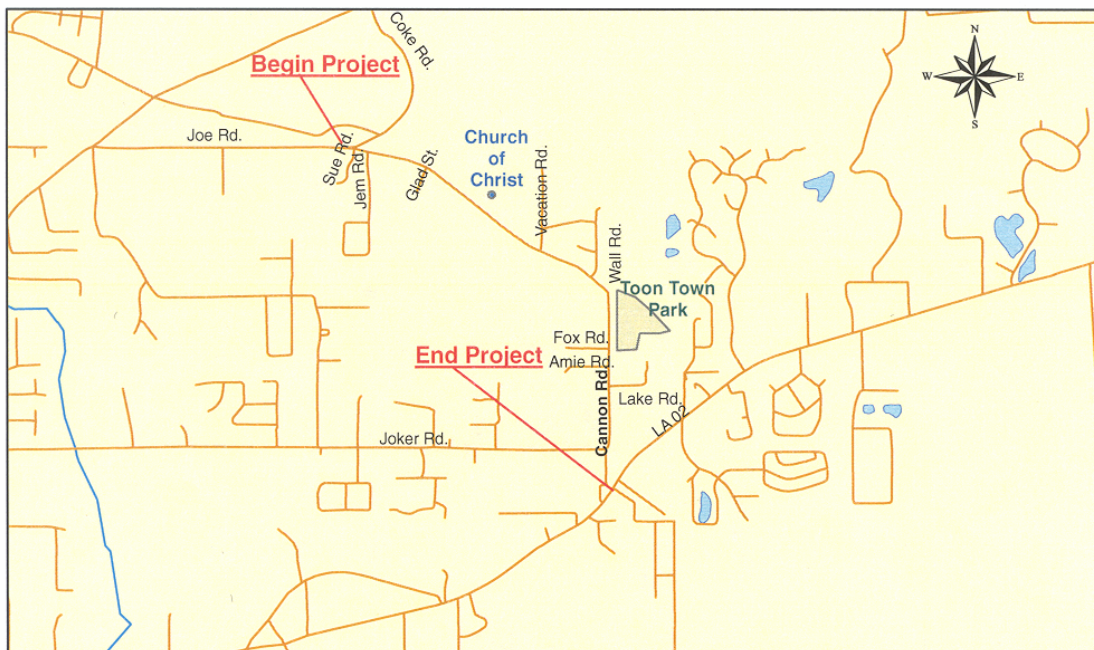
Relocations? Important to community. Real Estate costs can be substantial depending on location of project. Can result in organized opposition to a project.

Sensitive Issues? Identification of sensitive issues early greatly assists project team in designing public involvement plan.

Minority/Low Income Populations? Executive Order requires Federal Agencies to identify and address disproportionately high and adverse human health and environmental effects on minority or low income populations. (often referred to as Environmental Justice)

Detours? The detour route may have as many or more impacts. Should be looked at with project. May be unacceptable to the public.

Cannon Rd. Toon Town Caddo Parish



6.3 Federal / State Earmarks

The U.S. Congress sometimes designates funding for specific transportation projects in various legislative acts in a practice referred to as “earmarking.” The projects are often called “high priority” or “demonstration” projects. Similarly, the Louisiana Legislature earmarks funding for specific projects through the State Capital Outlay Bond Program. Stage 0 studies will be undertaken for each of these Federal and State earmarked projects. If sufficient earmarked funds remain following the completion of the Stage 0 study, the project will proceed to Stage 1, Planning and Environmental. If the remaining funding is not sufficient to complete Stage 1, the Stage 0 study will either be retained for reconsideration in the future or forwarded to the appropriate project selection team for consideration subject to competition with other projects within the same category (i.e., preservation, operations, safety, additional capacity).

Stage 0 documentation is normally prepared by the metropolitan planning organization (MPO) and/or the Transportation Planning Section. The Transportation Planning Section is responsible for checking for completeness. The complexity of the project will determine the extent of documentation needed to complete Stage 0.

A Stage 0 Preliminary Scope and Budget Checklist and a Stage 0 Environmental Checklist is available to aid in the preparation of Stage 0 studies. A completed Preliminary Scope and Budget Checklist provides information such as project location, project category, purpose and need, description of existing facility, description of proposed facility, cost estimates, expected funding source(s), etc. Likewise, the Environmental Checklist is used to aid in the preliminary review of potential impacts to the natural and human environment. For minor or routine projects, the completed Preliminary Scope and Budget Checklist along with the Environmental Checklist can serve as the Stage 0 study document. For more complex projects, these checklists serve as an outline in preparing the Stage 0 study. An example of a completed Preliminary Scope and Budget Checklist and Stage 0 Environmental Checklist can be found at the end of this section. A blank copy of the checklists can be found in the appendix of this manual.

Every Stage 0 study/checklist should have a well thought out purpose and need statement. A purpose and need statement indicates why the project is being proposed as well as describing the problem or problems that need to be addressed. This statement provides a basis for selecting reasonable and practical alternatives for consideration. It can also be an important factor in selecting a preferred alternative.

In order to complete the Stage 0 checklist/study, engineering data will have to be obtained, organized and reviewed. A Stage 0 study may include but is not limited to the following items:

- a. Existing traffic data
- b. Traffic crash data
- c. Existing highway plans (As-Builts)
- d. Utility information
- e. Previous studies and reports
- f. Unit cost data
- g. Map to identify project site
- h. Aerial photography

On projects where right-of-way is required and utilities need to be relocated, a geometric layout of the alternative(s) using aerial photography and DOTD's design standards should be provided along with the Stage 0 checklists. Approximate right-of-way limits and area based on a standard template will need to be established. Both the apparent right-of-way and the required right-of-way should be shown on the geometric layout. For projects not requiring right-of-way and/or utility relocations will need a geometric layout and the completed Stage 0 checklists as a minimum.

Preliminary cost estimates for each alternative should be based on unit cost data. The estimates will include the costs associated with engineering design, environmental actions, construction, right-of-way acquisition, utility relocation, and contingencies.

The Stage 0 Environmental Checklist begins with a series of items to help define the context of the area followed by more detailed items to aid in the identification of potential impacts. Items to be considered include, but are not limited to, social, economic, historic, cultural, recreational, archaeological, noise, air, wetlands, flood plains, endangered or threatened species and/or their habitat and farmland. Also, identify and define the apparent environmentally sensitive areas, hazardous material sites, and natural man-made constraints within the project's limits using field reconnaissance and aerial photography. A list of websites containing various environmental databases is included along with a general explanation of the relevance of each item in the checklist. In the study and/or Stage 0 checklist a recommended alternative based on purpose and need, traffic analysis, alignment, cost estimates, environmental impacts, etc should be made. Once the Stage 0 study and/or checklist have been completed, it must be sent to the Program Manager for review. It is the Program Manager's responsibility to ensure that Stage 0 is complete and approved, funding is available, obtain a project number, and

make the necessary contacts to initiate Stage 1. The Program Manager is responsible for sending a memorandum to the Environmental Section indicating that the project has been approved for further processing through Stage 1. Any significant changes to the approved project scope or budget must be submitted to the Program Manager for approval.

STAGE 0
MPO INITIATED PROJECT
Preliminary Scope and Budget Checklist

MPO AREA Gotham

Local Street Name N/A City / Town Toon Town Parish Caddo

If project is on a state route: State Route Number US XX Control Section XXX-XX

Beginning Log Mile 0.00 Ending Log Mile 1.00

Total Project Length 1.00 (miles) * Please provide a detailed map showing project limits *

Project Category (Urban System, Safety, Capacity, etc.) Capacity

Purpose and need for the project: To improve the Level of Service (LOS) along US XX (See Stage 0, feasibility, study)

B. Project Concept

- Description of existing facility (functional class, ADT, number of lanes, drainage, etc):
US XX is classified as urban arterial with four 12' travel lanes, 8' paved shoulders, 20' median, and open ditches for drainage. LOS F. The ADT at this location is 12,000. R/W 210'.
- Major Design Features/Criteria of the Proposed Facility: The proposed project will be to widen US XX to 6 lanes.
- Alternatives to Project Concept: No Build

C. Transit Applications: N/A

D. Cost Estimate

Phase	Total Estimated Cost	Funding Source (STP>200K, STP<200K, CMAQ, DEMO, DOTD Priority Program)	Match Provided By (City, Parish, State, Other...)	TIP Fiscal Year
Environmental (document,mitigation,etc.)	0	0	0	N/A
Engineering Design	\$200,000	DEMO \$160,000	\$40,000 Caddo Parish	2007
R/W Acquisition (C of A if applicable)	\$600,000	DEMO \$480,000	\$120,000 Caddo Parish	N/A
Utility Relocations	\$200,000	DEMO \$160,000	\$40,000 Caddo Parish	N/A
Construction	\$5,000,000	DEMO \$4,000,000	\$1,000,000 Caddo Parish	2008
Construction Engineering & Inspection Services	\$500,000	DEMO \$400,000	\$100,000 Caddo Parish	2008
TOTAL COST	\$6,500,000			

E. Prepared By: Sue Doe

Date: September 13, 2006

NOTE: Attach the completed Environmental Checklist

Stage 0 Environmental Checklist

C.S. XXX-XX Parish Caddo
Route US XX Begin Log mile 0.00 End Log mile 1.00

ADJACENT LAND USE: Commercial

Any property owned by a Native American Tribe?

(Y or N or Unknown) If so, which Tribe? N

Any property enrolled into the Wetland Reserve Program?

(Y or N or Unknown) If so, give the location N

Community Elements: Is the project impacting or adjacent to any:

(Y or N) Cemeteries N

(Y or N) Churches N

(Y or N) Schools Y, Toon Town Primary School (adjacent)

(Y or N) Public Facilities (i.e., fire station, library, etc.) N

(Y or N) Community water well/supply N

Section 4(f) issue: Is the project impacting or adjacent to any:

(Y or N) Public recreation areas N

(Y or N) Public parks N

(Y or N) Wildlife Refuges N

(Y or N) Historic Sites N

Is the project impacting, or adjacent to, a property listed on the National Register of Historic Places? (Y or N) Is the project within a historic district or a national landmark district? (Y or N) If the answer is yes to either question, list names and locations below:

N
N

Do you know of any threatened or endangered species in the area? (Y or N)

If so, which species? N

Does the project impact a stream protected by the Louisiana Scenic Rivers Act? (Y or N)

If yes, name the stream. N

Are there any Significant Trees as defined by EDSM I.1.1.21 within proposed ROW?(Y or N)

If so, where? N

What year was the existing bridge built? N/A

Are any waterways impacted by the project considered navigable? (Y or N) If unknown, state so, list the waterways: N

Hazardous Material: Have you checked the following DEQ and EPA databases for potential problems?

(Y or N) Leaking Underground Storage Tanks Y, nothing found

(Y or N) CERCLIS Y, nothing found

(Y or N) ERNS Y, nothing found

(Y or N) Enforcement and Compliance History Y, nothing found

If found site, give the name and location: _____

Stage 0 Environmental Checklist

Underground Storage Tanks (UST): Are there any Gasoline Stations or other facilities that may have UST on or adjacent to the project? (Y or N) N

If so, give the name and location: Stop and Go Gas Station (C.S. log mile 0.20) and Hole in the Wall Gas Station (C.S. log mile 0.75)

Any chemical plants, refineries or landfills adjacent to the project? (Y or N) **Any large manufacturing facilities adjacent to the project?** (Y or N) **Dry Cleaners?** (Y or N) If yes to any, give names and locations: N, N, N

Oil/Gas wells: Have you checked DNR database for registered oil and gas wells? (Y or N) List the type and location of wells being impacted by the project. oil/gas wells are not being impacted by this project

Are there any possible residential or commercial relocations/displacements? (Y or N) How many? N

Do you know of any sensitive community issues related to the project? (Y or N) If so, explain N

Is the project area population minority or low income? (Y or N) N

What type of detour/closures could be used on the job? Maintain 4-lanes during peak periods, maintain access to businesses during normal business hours.

Did you notice anything of concern during your site/windshield survey of the area? If so, explain below.

N

Sue Doe
Point of Contact

(225) 379-0000
Phone Number

9/13/2006
Date

Stage 0 Environmental Checklist

Threatened & Endangered Species Information

<http://www.wlf.louisiana.gov/experience/threatened/speciesfactsheets/>
<http://www.wlf.louisiana.gov/experience/threatened/threatenedandendangeredtable/>
<http://www.wlf.louisiana.gov/experience/threatened/>

LA Wildlife Refuge Information

<http://www.wlf.louisiana.gov/experience/wmas/refuges/>

Louisiana Scenic Rivers Act (R.S. 56:1840-1856)

Louisiana Natural and Scenic Rivers (R.S. 56:1847)

<http://www.legis.state.la.us/lss/lss.asp?doc=104995>

Louisiana Historic and Scenic Rivers (R.S. 56:1856)

<http://www.legis.state.la.us/lss/lss.asp?doc=105004>

<http://www.wlf.louisiana.gov/experience/scenicrivers/>

Significant Tree Policy (EDSM I.1.1.21)

EDSMs can be found on DOTD's intranet site: <http://ladotnet/>

(Live Oak, Red Oak, White Oak, Magnolia or Cypress, aesthetically important, 18" or greater in diameter at breast height and has form that separates it from surrounding or that which may be considered historic.)

LA Historic Sites and Districts

<http://www.crt.state.la.us/hp/nhl/default.htm>

Hazardous Waste Site Information

<http://www.deq.louisiana.gov/portal/tabid/71/Default.aspx>

<http://www.epa.gov/superfund/sites/cursites/index.htm>

<http://www.epa.gov/superfund/sites/npl/la.htm>

http://www.deq.louisiana.gov/portal/Portals/0/permits/ust_facility_owner.pdf

http://www.deq.louisiana.gov/portal/Portals/0/remediation/form_5222_r01.xls

http://www.nrc.uscg.mil/wdbcgi/wdbcgi.exe/WWWUSER/WEBDB.foia_query.show_parms

<http://www.epa.gov/echo/>

DNR Oil & Gas Well Information

http://sonris-www.dnr.state.la.us/www_root/sonris_portal_1.htm

Environmental Justice (minority & low income)

<http://www.fhwa.dot.gov/environment/ej2000.htm>

Demographics

<http://www.louisiana.gov/wps/wcm/connect/Louisiana.gov/About+Louisiana/Demographics%3A+Census+Info/Census+2000+Information/>

<http://www.census.gov/>

Water Wells

<http://www.dotd.state.la.us/intermodal/wells/home.asp>

FHWA's Environmental Website (Just a good reference for understanding NEPA)

<http://www.fhwa.dot.gov/environment/index.htm>

Additional Databases Checked

Other Comments:

Stage 0 Environmental Checklist

General Explanation:

To adequately consider projects in Stage 0, some consideration must be given to the human and natural environment which will be impacted by the project. The Environmental Checklist was designed knowing that some environmental issues may surface later in the process. This checklist was designed to obtain basic information, which is readily accessible by reviewing public databases and by visiting the site. It is recognized that some information may be more accessible than other information. Some items on the checklist may be more important than others depending on the type of project. It is recommended that the individual completing the checklist do their best to answer the questions accurately. Feel free to comment or write any explanatory comments at the end of the checklist.

The Databases:

To assist in gathering public information, the previous sheet includes web addresses for some of the databases that need to be consulted to complete the checklist. As of October 2006, these addresses were accurate.

Note that you will not have access to the location of any threatened or endangered (T&E) species. The web address list only the threatened or endangered species in Louisiana. It will generally describe their habitat and other information. If you know of any species in the project area, please state so, but you will not be able to confirm it yourself. If you feel this may be an issue, please contact the Environmental Section. We have biologist on staff who can confirm the presence of a species.

Why is this information important?

Land Use? Indicator of biological issues such as T&E species or wetlands.

Ownership? Tells us whether coordination with tribal nations will be required.

WRP properties? Farmland that is converted back into wetlands. The Federal government has a permanent easement which cannot be expropriated by the State. Program is operated through the Natural Resources Conservation Service (formerly the Soil Conservation Service).

Community Elements? DOTD would like to limit adverse impacts to communities. Also, public facilities may be costly to relocate.

Section 4(f) issues? USDOT agencies are required by law to avoid certain properties, unless a prudent or feasible alternative is not available.

Historic Properties? Tells us if we have a Section 106 issue on the project. (Section 106 of the National Historic Preservation Act) See <http://www.achp.gov/work106.html> for more details.

Scenic Streams? Scenic streams require a permit and may require restricted construction activities.

Significant Trees? Need coordination and can be important to community.

Age of Bridge? Section 106 may apply. Bridges over 50 years old are evaluated to determine if they are eligible for the National Register of Historic Places.

Navigability? If navigable, will require an assessment of present and future navigation needs and US Coast Guard permit.

Hazardous Material? Don't want to purchase property if contaminated. Also, a safety issue for construction workers if right-of-way is contaminated.

Oil and Gas Wells? Expensive if project hits a well.

Relocations? Important to community. Real Estate costs can be substantial depending on location of project. Can result in organized opposition to a project.

Sensitive Issues? Identification of sensitive issues early greatly assists project team in designing public involvement plan.

Minority/Low Income Populations? Executive Order requires Federal Agencies to identify and address disproportionately high and adverse human health and environmental effects on minority or low income populations. (often referred to as Environmental Justice)

Detours? The detour route may have as many or more impacts. Should be looked at with project. May be unacceptable to the public.