

# **DOTD FORM: 24-102**


## **PROPOSAL TO PROVIDE CONSULTANT SERVICES**


(Revised March 1, 2022)

Prime consultant shall complete the DOTD Form 24-102 without altering the Form's text; however, the instruction and/or guidance for Sections 12 through 23 can be removed but do not remove Section title and number.

ANY CONSULTANT FAILING TO SUBMIT ANY OF THE INFORMATION REQUIRED ON THE DOTD FORM 24-102, OR PROVIDING INACCURATE INFORMATION ON THE DOTD FORM 24-102, MAY BE CONSIDERED NON-RESPONSIVE.

Prime consultant should enter the firm name in the footer at the bottom of this page. (It will carry over to subsequent pages.)

1. Contract title as shown in the advertisement	Contract for Off System Highway Bridge Program EAST STATE STREET over CORPORATION CANAL – EBR Parish
2. Contract number(s) as shown in the advertisement	4400024590
3. State Project Number(s), if shown in the advertisement	H.014991.5
4. Prime consultant name (as registered with the Louisiana Secretary of State where such registration is required by law)	 <b>MONROE &amp; CORIE, INC.</b> CONSULTING ENGINEERS
5. Prime consultant license number (as registered with the Louisiana Professional Engineering and Land Surveying Board (LAPELS) if registration is required under Louisiana law)	EF # 0002216
6. Prime consultant mailing address	11325 Pennywood Ave., Baton Rouge, LA 70809
7. Prime consultant physical address (existing or to be established, if location is used as an evaluation criteria)	11325 Pennywood Ave., Baton Rouge, LA 70809
8. Name, title, phone number, and email address of prime consultant's contract point of contact	William C. Monroe, P.E., CEO (225)293-1905 wcm@monroecorie.com
9. Name, title, phone number, and email address of the official with signing authority for this proposal	William C. Monroe, P.E., CEO (225)293-1905 wcm@monroecorie.com

<p>10. This is to certify that all information contained herein is accurate and true, and that the team presently has sufficient staff to perform these services within the designated time frame. By submitting this proposal, proposer certifies that it is not engaged in a boycott of Israel and it will, for the duration of its contract obligations, refrain from a boycott of Israel. Proposer also certifies and agrees that the following information is correct: In preparing its response, the proposer has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not, in the solicitation, selection, or commercial treatment of any subcontractor or supplier, refused to transact or terminated business activities, or taken other actions intended to limit commercial relations, with a person or entity that is engaging in commercial transactions in Israel or Israeli-controlled territories, with the specific intent to accomplish a boycott or divestment of Israel. The proposer also has not retaliated against any person or other entity for reporting such refusal, termination, or commercially limiting actions. DOTD reserves the right to reject the response of the bidder or proposer if this certification is subsequently determined to be false, and to terminate any contract awarded based on such a false response.</p>	<p>Signature (shall be the same person as #9):</p> 
<p>11. If a Disadvantaged Business Enterprise (DBE) goal has been set for this advertisement, indicate which firm(s) will be used to meet the DBE goal and each firm(s)' percentage.</p>	<p>Date: July 27, 2022</p> <p><u>Firm(s):</u> <span style="float: right;"><u>Firm(s)' %:</u></span></p>

**12. Past Performance Evaluation Discipline Table:**

As indicated in the advertisement, insert the completed table here. The percentages for the prime and sub-consultants must total 100% for **each past performance evaluation discipline**, as well as the overall total percent of the contract.

Sub-consultants are allowed to be used for this proposal. Fill in the table by identifying only those evaluation disciplines consistent with the approach and methodology proposed in Section 18 of the DOTD Form 24-102\*, the name of each firm that is part of the proposal, and the percentage of work in each past performance evaluation discipline to be performed by that firm. The percentage estimated for each evaluation discipline is for evaluation purposes only and will not control the actual performance or payment of the work. The percentages for the prime and sub-consultants must total 100% for each past performance evaluation discipline, as well as the overall total percent of the contract. (Add rows and columns as needed)

Evaluation Disciplines	% of Overall Contract	Prime <b>Monroe &amp; Corie, Inc.</b>	Firm B <b>Landsource, Inc.</b>	Firm C <b>Terracon</b>
Bridge	66%	100%		
Survey	28%	60%	40%	
Environmental	6%			100%
Identify the percentage of work for the <b>overall contract</b> to be performed by the prime consultant and each sub-consultant				
Percent of Contract	100%	82.8%	11.2%	6%

**13. Firm Size:**

For all firms that are part of this team, indicate the approximate number of personnel to be committed to this contract, by DOTD Job Classification and the total number of personnel within the firm that could provide support, if needed. If a specialized job classification is required and not included on the DOTD job classification list, specify "Other (xxxx)" and include the classification title inside the parentheses. The DOTD Job Classification(s) to be used can be found at the following link:

[http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Engineering/CCS/Job\\_Qualification/Job%20Classifications%20with%20Descriptions.pdf](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/CCS/Job_Qualification/Job%20Classifications%20with%20Descriptions.pdf)

Firm name	DOTD Job Classification	Number of personnel committed to this contract	Total number of personnel available in this DOTD Job Classification (if needed)
MONROE & CORIE, INC.	ENGINEER	2	2
MONROE & CORIE, INC.	SENIOR TECHNICIAN	1	1
MONROE & CORIE, INC.	CLERICAL	1	1
Landsource, Inc.	Surveyor	1	2
Landsource, Inc.	CADD Technician	1	4
Landsource, Inc.	CLERICAL	1	2
Landsource, Inc.	Instrument Man	1	4
Landsource, Inc.	Party Chief	1	4
Terracon	Environmental Manager	1	15
Terracon	Biologist/Wetlands	1	20

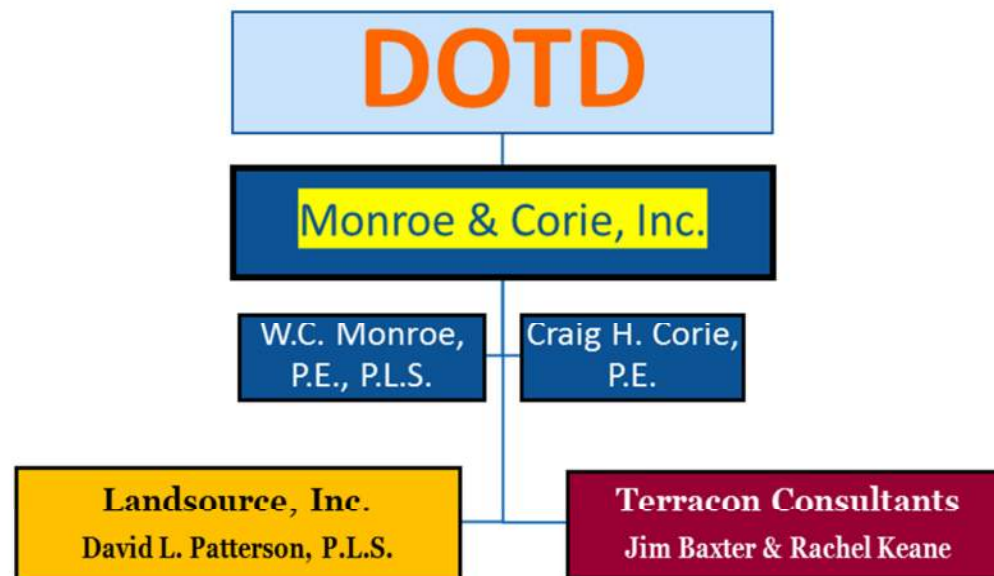
(Add rows as needed)

#### **14. Organizational Chart:**

Provide an organizational chart showing ALL **relevant** prime consultant and sub-consultant (if applicable) personnel assigned to the contract, area of project responsibility for each, and reporting lines for the purposes of this contract. An individual's role does not necessarily have to match their DOTD job classification identified in Section 13.

**If applicable, identify all personnel performing traffic engineering analysis and/or QC of traffic engineering analysis by placing an asterisk next to their name. Include the certificates required by the Traffic Engineering Process and Report Training Requirements article of the Advertisement in Section 20.**

It is acceptable to use an 11x17 format for Section 14.



**15. Minimum Personnel Requirements:**


Use the table below to identify both prime consultant and sub-consultant staff designated to work on this contract meeting the Minimum Personnel Requirements (MPRs) specified in the advertisement. Ensure the résumé reflects the required experience stated in the MPR.

MPR No. Do not insert wording from ad	Personnel being used to meet the MPR (Individual(s) may not satisfy more than one MPR unless specifically allowed by Attachment B of the advertisement)	Firm employed by	Type of license / certification & number	State of license	License / certification expiration date
1	W.C. Monroe, P.E., P.L.S.	Monroe & Corie, Inc.	P.E./ 0013691	LA	03/31/24
2	Craig H. Corie, P.E.	Monroe & Corie, Inc.	P.E./ 0027447	LA	09/30/23
3	W.C. Monroe, P.E., P.L.S.	Monroe & Corie, Inc.	P.E./0013691	LA	03/31/24
4	W.C. Monroe, P.E., P.L.S.	Monroe & Corie, Inc.	P.L.S./0004483	LA	09/30/22
4	David Patterson, P.L.S.	Landsource, Inc.	P.L.S./0004784	LA	03/31/23
5	Jim Baxter	Terracon Consultants, Inc.	N/A	N/A	N/A
5	Rachel Keane	Terracon Consultants, Inc.	N/A	N/A	N/A

(Add rows as needed)

**16. Staff Experience:**

Résumés shall be provided for all prime and sub-consultant personnel listed in Sections 14 and/or 15 of the proposal. Résumés of personnel not identified in Section 14 or Section 15 of the proposal should not be included and will not be evaluated. Résumés should be limited to 2 pages per person. Any certificates required by the advertisement are to be placed in Section 20.


 <b>MONROE &amp; CORIE, INC.</b> CONSULTING ENGINEERS			
Firm employed by			
Name	Craig H. Corie, P. E.	Years of relevant experience with this employer	24
Title	Principal & President	Years of relevant experience with other employer(s)	5
Degree(s) / Years / Specialization		Bachelor of Science – Louisiana State University/ 1992/ Civil Engineering	
Active registration number / state / expiration date		27447 / Louisiana / September 30, 2023	
Year registered	1997	Discipline	Civil Engineering
Contract role(s) / brief description of responsibilities		Drainage Maps and Bridge Design	
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).		
12/16-03/19	LA DOTD Off System Bridge Replacement Project SPN H.011087, in Red River Parish, one site. Responsible for drainage maps, hydraulic analysis and Quality Assurance/Quality Control (QA/QC) review.		
08/15-09/17	LA DOTD Off System Bridge Replacement Project SPN H.011527, in Tangipahoa Parish, three sites. Responsible for drainage maps, hydraulic analysis and Quality Assurance/Quality Control (QA/QC) review.		
06/15-05/19	LA DOTD Off System Bridge Replacement Project SPN H.011526, in Rapides Parish, three sites. Responsible for drainage maps, hydraulic analysis and Quality Assurance/Quality Control (QA/QC) review.		
09/13-02/17	East Baton Rouge Project No. 13-BR-LA-0002,0004,0024 – Disaster Recovery Bridges, responsible for geometric design, Preliminary and Final plan preparation, drainage maps, hydraulic analysis and bid quantities.		
10/13-02/17	LA DOTD Off System Bridge Replacement Project SPN H.010596, in West Feliciana Parish, two sites. Responsible for drainage maps, hydraulic analysis and Quality Assurance/Quality Control (QA/QC) review.		
09/13-10/17	LA DOTD Off System Bridge Replacement Project SPN H.010150, in Acadia Parish, two sites. Responsible for drainage maps, hydraulic analysis and Quality Assurance/Quality Control (QA/QC) review.		
10/13-01/15	LA DOTD Off System Bridge Replacement Project SPN H.010150, in Acadia Parish, two sites. Responsible for drainage maps, hydraulic analysis and Quality Assurance/Quality Control (QA/QC) review.		
06/13-12/16	LA DOTD Off System Bridge Replacement Project SPN H.010608, in Washington Parish, three sites. Responsible for drainage maps, hydraulic analysis and Quality Assurance/Quality Control (QA/QC) review.		

08/13-11/16	LA DOTD Off System Bridge Replacement Project SPN H.010079, in Jefferson Davis Parish, three sites. Responsible for drainage maps, hydraulic analysis and Quality Assurance/Quality Control (QA/QC) review.
09/13-02/15	LA DOTD Off System Bridge Replacement Project SPN H.010036, in Evangeline Parish, two sites. Responsible for drainage maps, hydraulic analysis, bid quantities and constructability review.
11/12-05/15	LA DOTD Off System Bridge Replacement Project SPN H.010054, in Allen Parish, four sites. Responsible for drainage maps, hydraulic analysis, bid quantities and constructability review.
10/12-09/14	LA DOTD Off System Bridge Replacement Project SPN H.009982, in LaSalle Parish, four sites. Responsible for drainage maps, hydraulic analysis, bid quantities and constructability review.
11/06-10/10	LA DOTD Off System Bridge Replacement Project SPN 700-01-0115, in Acadia Parish, four sites. Responsible for drainage maps, hydraulic analysis, bid quantities and constructability review.
09/06-11/07	EBR Project No. 06-BR-PT-0046 – Project Designer of the replacement of a six-span timber bridge on Sharp Road. Responsible for geometric design, plan preparation, quantities and hydraulic analysis.
10/04 – 11/05	EBR Project No. 04-BR-CI-0023 – Project Designer of the replacement of a five span timber bridge responsible for geometric design, plan preparation, quantities, and hydraulic analysis.
07/01-01-02	EBR Project No. 01-BR-PT-0012 – Project Designer of the replacement of a six-span timber bridge responsible for geometric design, plan preparation, quantities and hydraulic analysis.
03/00-01/01	EBR Project No.00-BR-PT-0055 – Project Designer of the replacement of a four span timber bridge responsible for geometric design, plan preparation, quantities and hydraulic analysis.
09/99-11/01	LA DOTD Off System Bridge Replacement Project in Evangeline Parish SPN 713-20-0111 – Project Designer of the replacement of a four span timber bridge responsible for geometric design, quantities, drainage map and hydraulic analysis.



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 <b>MONROE &amp; CORIE, INC.</b> CONSULTING ENGINEERS			
Firm employed by			
Name	William C. "Bill" Monroe, P.E., P.L.S.		Years of relevant experience with this employer
Title	C.E.O.		Years of relevant experience with other employer(s)
Degree(s) / Years / Specialization		Bachelor of Science – Louisiana State University/ 1968, 1972/ Mechanical Engineering, Civil Engineering	
Active registration number / state / expiration date		13691/ Louisiana / March 31, 2024	
Year registered	1973/1974	Discipline	Mechanical/Civil Engineering
Contract role(s) / brief description of responsibilities		Lead Project Manager and Engineer	
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).		
12/16 - 03/19	Surveyor and Lead Designer, SPN H.011087, Red River Parish, one Off System Bridge Replacement site		
08/15 - 10/17	Surveyor and Lead Designer, SPN H.011527, Tangipahoa Parish, three Off System Bridge Replacement sites		
06/15 – 09/17	Surveyor and Lead Designer, SPN H.011523, Avoyelles Parish, two Off System Bridge Replacement sites		
06/15 – 05/17	Surveyor and Lead Designer, SPN H.011526, Rapides Parish, three Off System Bridge Replacement sites		
10/13 – 02/17	Surveyor and Lead Designer, SPN H.010661, East Baton Rouge Parish, three Off System Bridge Replacement sites		
09/13 - 10/17	Surveyor and Lead Designer, SPN H.010596, West Feliciana Parish, two Off System Bridge Replacement sites		
10/13 - 01/15	Surveyor and Lead Designer, SPN H.010150, Acadia Parish, two Off System Bridge Replacement sites		
06/13 -12/16	Surveyor and Lead Designer, SPN H.010608, Washington Parish, three Off System Bridge Replacement sites		
08/13 - 11/16	Surveyor and Lead Designer, SPN H.010079, Jefferson Davis Parish, three Off System Bridge Replacement sites		
09/13 - 02/15	Surveyor and Lead Designer, SPN H.010036, Evangeline Parish, two Off System Bridge Replacement sites		
01/13 – 05/15	Surveyor and Lead Designer, SPN H.010054, Allen Parish, four Off System Bridge Replacement sites		
11/12 – 09/14	Surveyor and Lead Designer, SPN H.009982, LaSalle Parish, four Off System Bridge Replacement sites		
08/11 - 07/12	Surveyor and Lead Designer, SPN H.009134, Vernon Parish, one Off System Bridge Replacement site		
08/11 - 12/12	Surveyor and Lead Designer, SPN H.009133, Natchitoches Parish, one Off System Bridge Replacement site		
03/11 - 07/13	Surveyor and Lead Designer, SPN H.003822, Beauregard Parish, two Off System Bridge Replacement sites		
12/10 - 09/12	Surveyor and Lead Designer, SPN H.005148, Winn Parish, two Off System Bridge Replacement sites		
11/10 - 12/12	Surveyor and Lead Designer, SPN H.005054, Union Parish, one Off System Bridge Replacement site		
11/10 - 08/12	Surveyor and Lead Designer, SPN H.006153, LaSalle Parish, two Off System Bridge Replacement sites		
12/10 - 10/12	Surveyor and Lead Designer, SPN H.016062, Catahoula Parish, one Off System Bridge Replacement site		
10/10 - 07/12	Surveyor and Lead Designer, SPN H.016141, Jefferson Davis Parish, one Off System Bridge Replacement site		
01/10 - 04/12	Surveyor and Lead Designer, SPN 700-46-0107, St. Helena Parish, one Off System Bridge Replacement site		
06/09 - 09/11	Surveyor and Lead Designer, SPN 700-37-0132, Ouachita Parish, one Off System Bridge Replacement site		
09/08 - 08/09	Surveyor and Lead Designer, SPN 700-33-0110, Madison Parish, one Off System Bridge Replacement site		

11/06 - 10/10	Surveyor and Lead Designer, SPN 700-01-0115, Acadia Parish, five Off System Bridge Replacement sites
08/06 - 04/10	Surveyor and Lead Designer, SPN 700-42-0111, Richland Parish, five Off System Bridge Replacement site
07/06 - 12/09	Surveyor and Lead Designer, SPN 700-30-0317, LaSalle Parish, four Off System Bridge Replacement sites
01/06 - 10/07	Surveyor and Lead Designer, SPN 700-24-0107, Iberville Parish, one Off System Bridge Replacement site
12/05 - 11/09	Surveyor and Lead Designer, SPN 700-35-0135, Natchitoches Parish, seven Off System Bridge Replacement sites
08/05 - 01/09	Surveyor and Lead Designer, SPN 700-01-0113, Acadia Parish, four Off System Bridge Replacement sites
11/04 - 12/08	Surveyor and Lead Designer, SPN 700-53-0121, Tangipahoa Parish, four Off System Bridge Replacement sites
12/02 - 04/06	Surveyor and Lead Designer, SPN 700-49-0120, St Landry, four Off System Bridge Replacement sites
07/02 - 09/05	Surveyor and Lead Designer, SPN 700-30-0315, LaSalle Parish, seven Off System Bridge Replacement sites
06/02 - 07/05	Surveyor and Lead Designer, SPN 700-35-0132, Natchitoches Parish, four Off System Bridge Replacement sites
02/02 - 06/05	Surveyor and Lead Designer, SPN 700-37-0121, Ouachita Parish, six Off System Bridge Replacement sites
12/01 - 05/04	Surveyor and Lead Designer, SPN 700-22-0112, Grant Parish, four Off System Bridge Replacement sites
11/01 - 02/04	Surveyor and Lead Designer, SPN 700-20-0108, St. Landry Parish, four Off System Bridge Replacement sites
10/01 - 12/05	Surveyor and Lead Designer, SPN 700-23-0209, Iberia Parish, one Off System Bridge Replacement site
09/00 - 03/03	Surveyor and Lead Designer, SPN 700-53-0115, Tangipahoa Parish, five Off System Bridge Replacement sites
11/00 - 07/02	Surveyor and Lead Designer, SPN 700-19-0106, East Feliciana Parish, one Off System Bridge Replacement site
12/00 - 08/01	Surveyor and Lead Designer, SPN 700-19-0112, Jefferson Davis Parish, two Off System Bridge Replacement sites
11/00 - 10/02	Surveyor and Lead Designer, SPN 700-49-0113, St. Landry Parish, two Off System Bridge Replacement sites
10/99 - 01/01	Surveyor and Lead Designer, SPN 700-58-0112, Vernon Parish, seven Off System Bridge Replacement sites
01/99 - 08/02	Surveyor and Lead Designer, SPN 700-20-0107, Evangeline Parish, three Off System Bridge Replacement sites
04/99 - 02/01	Surveyor and Lead Designer, SPN 700-53-0107, Tangipahoa Parish, two Off System Bridge Replacement sites
03/97 - 10/99	Surveyor and Lead Designer, SPN 700-35-0113, Natchitoches Parish, five Off System Bridge Replacement sites
03/98 - 11/01	Surveyor and Lead Designer, SPN 700-20-0106, Evangeline Parish, eight Off System Bridge Replacement sites
11/95 - 07/97	Surveyor and Lead Designer, SPN 700-30-41, Rapides Parish, three Off System Bridge Replacement sites
05/92 - 04/96	Surveyor and Lead Designer, SPN 700-30-39, Livingston Parish, three Off System Bridge Replacement sites
07/91 - 06/95	Surveyor and Lead Designer, SPN 700-28-62, East Feliciana Parish, two Off System Bridge Replacement sites
09/90 - 06/94	Surveyor and Lead Designer, SPN 700-29-12, LaSalle Parish, two Off System Bridge Replacement sites

(Add rows as needed)

**16. Staff Experience:**

Résumés shall be provided for all prime and sub-consultant personnel listed in Sections 14 and/or 15 of the proposal. Résumés of personnel not identified in Section 14 or Section 15 of the proposal should not be included and will not be evaluated. Résumés should be limited to 2 pages per person. Any certificates required by the advertisement are to be placed in Section 20.

Firm employed by <b>LandSource, Inc.</b>			
Name	<b>David L. Patterson</b>		Years of relevant experience with this employer
Title	President		Years of relevant experience with other employer(s)
Degree(s) / Years / Specialization		Louisiana State University, B.S., 4 yr., Construction Technology	
Active registration number / state / expiration date		License No.: 4784 / LA / 3/31/2023	
Year registered	1996	Discipline	Professional Land Surveyor
Contract role(s) / brief description of responsibilities		Principal-in-Charge/Project Manager/Land Surveyor - Mr. Patterson has & will serve as Principal-in-Charge, Project Manager & Professional Land Surveyor on the projects listed below and the advertised project. He will oversee all project activities.	
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).		
2021	S.P. No. H.014318 Site 1, Off-System Highway Bridge Program, East Baton Rouge Parish. Responsibilities included topographic survey to replace one bridge. (2021)		
2021	S.P. No. H.014318 Site 2, Off-System Highway Bridge Program, Rapides Parish. Responsibilities included topographic survey to replace two bridges. (2021)		
2020	S.P. No. H.014223, Off-System Highway Bridge Program, Vermillion Parish. Responsibilities included topographic survey to replace one bridge. (2020)		
2020	S.P. No. H.014261, Off-System Highway Bridge Program, Rapides Parish. Responsibilities included topographic survey to replace two bridges. (2020)		
2014	S.P. No. H.010626.5, Off-System Highway Bridge Program, Jefferson Parish. Responsibilities included topographic survey to replace one bridge. (2014)		
2013	S.P. No. H.010597.5, Off-System Highway Bridge Program, West Feliciana Parish. Responsibilities included topographic survey to replace two bridges. (2013)		
2013	S.P. No. H.010061.5 & H.010062.5, Off-System Highway Bridge Program, Tangipahoa Parish. Responsibilities included topographic survey to replace four bridges. (2013)		

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Firm employed by <b>Terracon Consultants, Inc.</b>				
Name	<b>Jim Baxter</b>		Years of relevant experience with this employer	<b>18</b>
Title	Senior Ecologist		Years of relevant experience with other employer(s)	<b>2</b>
Degree(s) / Years / Specialization		Master of Forest Resources, University of Georgia, 2002 Bachelor of Science, University of the South, Natural Resources, 2000		
Active registration number / state / expiration date		N/A		
Year registered	N/A	Discipline	<b>CERTIFICATION:</b> Wetland Delineation, 2005	
Contract role(s) / brief description of responsibilities		Mr. Baxter meets the requirements of MPR #5 with 20 years of experience performing wetland delineations.		
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).			
<p>Mr. Baxter is a Senior Ecologist. Project duties include jurisdictional waters delineations, Section 404 permitting, threatened and endangered species habitat assessments and surveys, state waters guidance, stream buffer variance applications, guidance for mitigation banking, and Phase I Environmental Site Assessments (ESA). Mr. Baxter is a lead reviewer for natural resource work, including wetland delineations and he oversees various ecological projects throughout the southeast.</p> <p>Mr. Baxter was initially trained in wetland delineation field methods in 2005. He has since attended additional courses and training programs in wetlands and endangered species.</p>				
06/21 – 01/22	<b>H.014319.5 Cedar Crest Ave. Off System Bridge Wetland Delineation, Baton Rouge, LA, DOTD</b> Senior Project Reviewer. Terracon performed a WOTUS delineation for a project that involved a proposed bridge dismantling project and a new replacement structure at the Cedar Crest bridge location in Baton Rouge, LA where it crosses Weiner Creek.			
01/20 – 02/20	<b>H.013081 Roundhill Road Wetland Delineation, W. Carroll Parish, LA, DOTD</b> Senior Project Reviewer. Terracon conducted a wetland delineation and prepared a preliminary WOTUS delineation report addressing Section 404 of the Clean Water Act and Section 10 of the Rivers and Harbors Act compliance requirements for the proposed Roundhill Road over Little Colewa Bayou bridge replacement.			
12/19 – 02/20	<b>H.013111 Webster Bridge, Minden, LA, DOTD</b> Senior Project Reviewer. Terracon conducted a wetland delineation and prepared a WOTUS delineation report addressing Section 404 of the Clean Water Act (Section 404) and Section 10 of the Rivers and Harbors Act (Section 10) compliance requirements for the proposed Dorcheat Road over Caney Creek bridge replacement project in Webster Parish, LA.			
07/19 – 12/19	<b>H.013143, OSB Avoyelles Parish, LA, DOTD</b> Senior Project Reviewer. Terracon conducted a wetland delineation for the Carbon Plant Road bridge over Bayou Boeuf in Avoyelles Parish. The delineation was conducted accordance with the 1987 US Army Corps of Engineers (USACE) Wetland Delineation Manual and the Regional Supplement to the Corps of Engineers Delineation Manual: Atlantic and Gulf Coastal Plain Region (Version 2.0, 2010) for a replacement bridge design/construction project with a similar alignment to the previous bridge.			
07/19 – 12/19	<b>H.013130, OSB Ouachita Parish, Red Cut Road Bridge (over Watson Branch) and Charles Rawls Road (over Prairion Bayou), Ouachita Parish, LA, DOTD</b> Senior Project Reviewer. Terracon conducted a wetland delineation for the Red Cut Road Bridge traversing Watson Branch south of West Monroe, LA. The proposed project included design/construction of a replacement bridge structure with a similar alignment to the previous bridge.			

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Firm employed by <b>Terracon Consultants, Inc.</b>				
Name	<b>Rachel Keane</b>		Years of relevant experience with this employer	4
Title	Senior Staff Scientist		Years of relevant experience with other employer(s)	20
Degree(s) / Years / Specialization		Bachelor of Science, Limnology, 1997		
Active registration number / state / expiration date		N/A		
Year registered	N/A	Discipline	<b>CERTIFICATION:</b> Wetland Delineation, U.S. Army Corps of Engineers 1987 Manual	
Contract role(s) / brief description of responsibilities		Ms. Kean meets the requirements of MPR #5 requiring a minimum of 5 years of experience performing wetland delineations.		
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).			
Ms. Keane meets the qualifications of an Environmental Professional as defined by EPA’s AAI. With 24 years of experience, she has performed all aspects of Phase I ESA’s including site reconnaissance and report preparation for sites throughout the Southeast. She has also been a contributing writer of documents required by the National Environmental Policy Act (NEPA) as well as Phase I Environmental Site Assessments (ESAs), and threatened and assisted in natural resources surveys for various projects. Ms. Keane has completed +200 Phase I ESAs and has assisted in multiple Phase II ESAs.				
01/20 – 06/20	<b>Carruth Road Bridge over the Little Comite River, E. Feliciana Parish, LA</b> Senior Staff Scientist. Provided DOTD NEPA Environmental Clearance.			
03/20 – 05/20	<b>SP H.013122 Ouachita Parish Bridge Replacement: Wetland Delineation; Harrison Street and Collier Street Bridge/Drainage Canal, Ouachita Parish, LA</b> Senior Staff Scientist. DOTD NEPA Environmental Clearance.			
03/20 – 05/20	<b>SP H.013122 Ouachita Parish Bridge Replacement: Wetland Delineation; Pine Street Bridge Ouachita Parish, LA</b> Senior Staff Scientist. DOTD NEPA Environmental Clearance.			
02/18 - Ongoing	<b>New Orleans Redevelopment Authority - Acquisition, Construction, and Disposition Projects, New Orleans, LA</b> Project Manager/Main Point of Contact. Provided NEPA and Environmental Review Record (ERR) documentation for several HUD programs.			
1/20 – 6/20	<b>John Thomas Bridge</b> Senior Staff Scientist. DOTD NEPA Environmental Clearance.			
02/18 - Ongoing	<b>Louisiana Housing Corporation – Renovation and New Construction, Various Grant Programs for 2016 Flooding Recovery, Statewide, LA</b> Program Manage/Principal Technical Writer/Team Leader. Prepared Environmental Assessments and Tier II ERRS in support of various grant programs administered by the Louisiana Housing Corporation (LHC) for renovation and recovery funding for the March and August 2016 flood events in Louisiana. These programs included Neighborhood Landlord, Multifamily, Baton Rouge Rebuilds, and Baton Rouge Rebuilds Developers grant funding. Ms. Keane also trained junior staff and guided the preparation of 100+ Environmental Assessments and Tier II ERRs.			
02/20 – 08/20	<b>Habitat for Humanity – Four (4) Residences, Lafayette, Louisiana</b> Project Manager/Principal Technical Writer. Prepared the Phase I ESA and Environmental Assessment (EA) in compliance with HUD and NEPA for the construction of four single-family residences on contiguous parcels in Lafayette, Louisiana. The Phase I ESA was conducted in compliance with the appropriate ASTM Standard. Resources assessed for the EA included, but was not limited to, historic resources, endangered species, floodplain impacts, and other natural and community resources. No issues of concern were identified for either the Phase I ESA or the EA.			
7/19 – 11/19	<b>Jim Cryer Lane Bridge</b> - Senior Staff Scientist. Environmental Clearance			
10/18 – 05/19	<b>Habitat for Humanity St. Tammany West – Four Scattered Residential Lots, Mandeville and Covington, LA</b> Project Manager/Main Technical Writer. HUD NEPA Environmental Clearance.			
01/07 - Present	<b>Department of Housing and Urban Development</b> – Multiple Project – HUD NEPA Environmental Clearance			



### 17. Firm Experience:

Identify the team's project experience **most relevant** to the scope in the advertisement. Include no more than one page per project. Projects identified shall only include work performed by firms on the team. The projects identified do not necessarily need to have been DOTD projects.

Firm name			Past Performance Evaluation Discipline(s)*	BRIDGE	
Project name	TERREBONNE PARISH OFF SYSTEM BRIDGE REPLACEMENT			Firm responsibility (prime or sub?)	PRIME
Project number	H.011159		Owner's name	LA DOTD	
Project location	TERREBONNE PARISH			Owner's Project Manager	GARY PENTEK
Owner's address, phone, email	1201 Capital Access Road, Baton Rouge, LA 70802 225-379-1047, Gary.Pentek@LA.GOV				
Services commenced by this firm (mm/yy)		11/14	Total consultant contract cost (\$1,000's)		\$107
Services completed by this firm (mm/yy)		08/18	Cost of consultant services provided by this firm (\$1,000's)		\$91

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)


This OSBR project consisting of two bridges in TERREBONNE Parish was surveyed, designed and administered by the four key individuals currently employed by **MONROE & CORIE, INC.** as follows. Mr. Corie was responsible for the developing the Drainage Map and calculating the design flows for the new bridge. Ms. Simpson was responsible for the Solicitation of Views and Categorical Exclusion (SOV) and coordination of Wetland Study and Preliminary Jurisdictional Determination (PJD). Ms. Vicknair was responsible for all of the CADD operations as well as the design detailing and Final Plan Production. Mr. Monroe was responsible for the field surveys, Hydraulic Reports, Preliminary and Final plan design. Pictured below is the old timber bridge and a finished photograph of the completed six span, ( 5 - 20' long concrete & 1-15' long slab), for a completed 28' wide slab span bridge on Carroll Street.



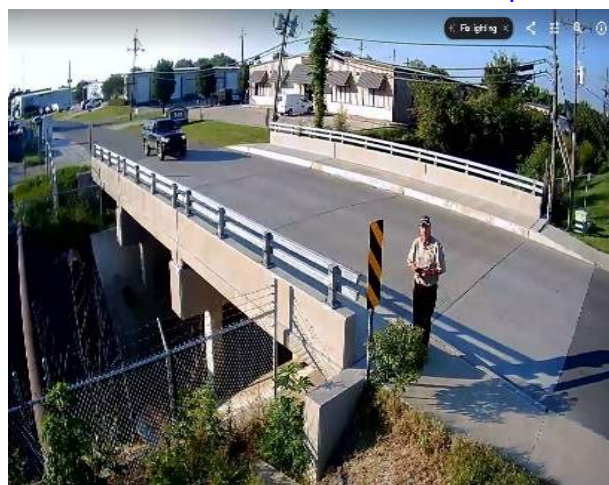
Key Personnel: Craig Corie, Shirley Vicknair, Terri Simpson and W. C. Monroe

## 17. Firm Experience:

Identify the team's project experience **most relevant** to the scope in the advertisement. Include no more than one page per project. Projects identified shall only include work performed by firms on the team. The projects identified do not necessarily need to have been DOTD projects.

Firm name	 <b>MONROE &amp; CORIE, INC.</b> <b>CONSULTING ENGINEERS</b>		Past Performance Evaluation Category(ies)*	<b>SURVEY</b>	
Project name	<b>EAST BATON ROUGE PARISH OFF SYSTEM BRIDGE REPLACEMENT</b>			Firm responsibility (prime or sub?)	<b>PRIME</b>
Project number	<b>H.010661</b>	Owner's name	<b>LA DOTD</b>		
Project location	<b>EBR PARISH</b>		Owner's Project Manager	<b>Gary Pentek</b>	
Owner's address, phone, email	<b>1201 Capital Access Road, Baton Rouge, LA 70802, 225 379-1047, Gary.Pentek@LA.GOV</b>				
Services commenced by this firm (mm/yy)	<b>10/13</b>	Total consultant contract cost (\$1,000's)			<b>\$231</b>
Services completed by this firm (mm/yy)	<b>02/17</b>	Cost of consultant services provided by this firm (\$1,000's)			<b>\$201</b>

This OSBR project consisting of three bridges in East Baton Rouge Parish was surveyed, designed and administered by the four key individuals currently employed by **MONROE & CORIE, INC.** as follows. Mr. Corie was responsible for the developing the Drainage Map and calculating the design flows for the new bridge. He also was responsible for the QA/QC reviews. Ms. Simpson was responsible for the Solicitation of Views and Categorical Exclusion (SOV) and coordination of Wetland Study and Preliminary Jurisdictional Determination (PJD). Ms. Vicknair was responsible for all of the CADD operations as well as the design detailing and Final Plan Production. Mr. Monroe was responsible for the field surveys, Hydraulic Reports, Preliminary and Final plan design. Pictured below is the old timber pile bridge and an drone photograph of the completed three span, 28' wide concrete, LRFD slab span bridge on Cloverland Avenue. It should also be noted that the firm received a perfect 5.0 rating for this project.




STATE OF LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT	
CONSULTANT TECHNICAL EVALUATION	
TYPE OF WORK: Bridge Design	
<input checked="" type="checkbox"/> Prime Consultant	<input type="checkbox"/> Sub Consultant
Consultant Name :	Monroe & Corie, Inc.
P.O. / Contract :	200000
Project Number :	H.010661.5
Project Description :	Three bridge replacement projects in East Baton Rouge Parish
Type of Work :	Bridge Design
Subject Rated :	Tracings
Rated By :	PENTEK, GARY CHARLES
Approved By :	D'Andrea, Anur
Comments :	A wonderful firm with a great staff.
Rating Score :	5.0
Rating Score Summary :	Bridge Design : 5.0

Key Personnel: Craig Corie, Shirley Vicknair, Terri Simpson and W. C. Monroe



### **17. Firm Experience:**

Identify the team's project experience **most relevant** to the scope in the advertisement. Include no more than one page per project. Projects identified shall only include work performed by firms on the team. The projects identified do not necessarily need to have been DOTD projects.

Firm name	 <b>MONROE &amp; CORIE, INC.</b> CONSULTING ENGINEERS		Past Performance Evaluation Category(ies)*		BRIDGE
Project name	RICHLAND PARISH OFF SYSTEM BRIDGE REPLACEMENT			Firm responsibility (prime or sub?)	PRIME
Project number	700-42-0111	Owner's name	LA DOTD		
Project location	RICHLAND PARISH		Owner's Project Manager	Gary Pentek	
Owner's address, phone, email	1201 Capital Access Road, Baton Rouge, LA 70802, 225 379-1047, Gary.Pentek@LA.GOV				
Services commenced by this firm (mm/yy)	08/06	Total consultant contract cost (\$1,000's)			\$167
Services completed by this firm (mm/yy)	04/10	Cost of consultant services provided by this firm (\$1,000's)			\$147

This OSBR project consisting of five bridges in Richland Parish was surveyed, designed and administered by the four key individuals currently employed by **MONROE & CORIE, INC.** as follows. Mr. Corie was responsible for the developing the Drainage Map and calculating the design flows for the new bridge. Ms. Simpson was responsible for the Solicitation of Views and Categorical Exclusion (SOV) and coordination of Wetland Study and Preliminary Jurisdictional Determination (PJD). Ms. Vicknair was responsible for all of the CADD operations as well as the design detailing and Final Plan Production. Mr. Monroe was responsible for the field surveys, Hydraulic Reports, Preliminary and Final plan design. Pictured below is the old timber bridge and an aerial photograph of the completed six span, 24' wide concrete, slab span bridge on Smalling Road.




Key Personnel: Craig Corie, Shirley Vicknair, Terri Simpson and W. C. Monroe



### **17. Firm Experience:**

Identify the team's project experience **most relevant** to the scope in the advertisement. Include no more than one page per project. Projects identified shall only include work performed by firms on the team. The projects identified do not necessarily need to have been DOTD projects.

Firm name			Past Performance Evaluation Category(ies)*	BRIDGE	
Project name	LASALLE PARISH OFF SYSTEM BRIDGE REPLACEMENT			Firm responsibility (prime or sub?)	PRIME
Project number	H.009982	Owner's name	LA DOTD		
Project location	LASALLE PARISH		Owner's Project Manager	Gary Pentek	
Owner's address, phone, email	1201 Capital Access Road, Baton Rouge, LA 70802, 225 379-1047, Gary.Pentek@LA.GOV				
Services commenced by this firm (mm/yy)	11/12	Total consultant contract cost (\$1,000's)			\$216
Services completed by this firm (mm/yy)	09/14	Cost of consultant services provided by this firm (\$1,000's)			\$200


This OSBR project consisting of four bridges in LaSalle Parish was surveyed, designed and administered by the four key individuals currently employed by **MONROE & CORIE, INC.** as follows. Mr. Corie was responsible for developing the Drainage Map and calculating the design flows for the new bridge. Ms. Simpson was responsible for the Solicitation of Views and Categorical Exclusion (SOV), coordination of Wetland Study and Preliminary Jurisdictional Determination (PJD). Ms. Vicknair was responsible for all of the CADD operations as well as the design detailing and Final Plan Production. Mr. Monroe was responsible for the field surveys, Hydraulic Reports, Preliminary and Final plan design. Pictured below is the one of the old timber bridges and an aerial photograph of the two completed four span, 24' wide concrete, slab span bridges (one tangent and one curved) on White Sulphur Springs Road.



Key Personnel: Craig Corie, Shirley Vicknair, Terri Simpson and W. C. Monroe

### 17. Firm Experience:

Identify the team's project experience **most relevant** to the scope in the advertisement. Include no more than one page per project. Projects identified shall only include work performed by firms on the team. The projects identified do not necessarily need to have been DOTD projects.

Firm name			Past Performance Evaluation Category(ies)*	BRIDGE
Project name	ALLEN PARISH OFF SYSTEM BRIDGE REPLACEMENT		Firm responsibility (prime or sub?)	PRIME
Project number	H.010054 and H.010055	Owner's name	LA DOTD	
Project location	ALLEN PARISH		Owner's Project Manager	Gary Pentek
Owner's address, phone, email	1201 Capital Access Road, Baton Rouge, LA 70802, 225 379-1047, Gary.Pentek@LA.GOV			
Services commenced by this firm (mm/yy)	01/13	Total consultant contract cost (\$1,000's)	\$218	
Services completed by this firm (mm/yy)	05/15	Cost of consultant services provided by this firm (\$1,000's)	\$212	
<p>This OSBR project consisting of four bridges in Allen Parish was surveyed, designed and administered by the four key individuals currently employed by <b>MONROE &amp; CORIE, INC.</b> as follows. Mr. Corie was responsible for developing the Drainage Map and calculating the design flows for the new bridge. Ms. Simpson was responsible for the <u>Solicitation of Views and Categorical Exclusion (SOV)</u>, coordination of <u>Wetland Study</u> and <u>Preliminary Jurisdictional Determination (PJD)</u>. Ms. Vicknair was responsible for all of the CADD operations as well as the design detailing and Final Plan Production. Mr. Monroe was responsible for the field surveys, Hydraulic Reports, Preliminary and Final plan design. Pictured below is the old timber bridge and an aerial photograph of the completed five span, 24' wide concrete, 40' QUAD BEAM bridge on N. Carpenter Bridge Road. It should be noted that the firm received a perfect 5.0 rating for the work on this project.</p>				





CONSULTANT TECHNICAL EVALUATION  
TYPE OF WORK: Bridge Design

☒ Prime Consultant    ☐ Sub Consultant

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Consultant Name : Monroe & Corie, Inc.  
 P.O. / Contract : 20000  
 Project Number : H.010054.5  
 Project Description : Two bridge replacement projects in Allen Parish.  
 Type of Work : Bridge Design

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Subject Rated : Final Plans (Tracings)  
 Rated By : PENTEK, GARY CHARLES  
 Approved By : D'Andrea, Artur  
 Comments : Great firm to work on your projects.

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Rating Score : 5.0  
 Rating Score Summary :  
 Bridge Design : 5.0

Key Personnel: Craig Corie, Shirley Vicknair, Terri Simpson and W. C. Monroe



### **17. Firm Experience:**

Identify the team's project experience **most relevant** to the scope in the advertisement. Include no more than one page per project. Projects identified shall only include work performed by firms on the team. The projects identified do not necessarily need to have been DOTD projects.

Firm name	LandSource, Inc.		Past Performance Evaluation Discipline(s)*		Survey	
Project name	Camille Road Over Bayou Grand Marais				Firm responsibility (prime or sub?)	Sub
Project number	H.014223	Owner's name	LA Dept. of Transportation & Development			
Project location	Vermillion Parish		Owner's Project Manager		Boyd Holmes Engineering, Inc.	
Owner's address, phone, email		P.O. Box 5286, Baton Rouge, LA 70821 (225)383-2997, bhengr@bellsouth.net				
Services commenced by this firm (mm/yy)		10/2020	Total consultant contract cost (\$1,000's)			3.00
Services completed by this firm (mm/yy)		02/2021	Cost of consultant services provided by this firm (\$1,000's)			3.00

The firm's involvement was to provide complete topographic surveying for the replacement of one (1) bridge in Vermillion Parish as a sub-consultant to Boyd Holmes Engineering, Inc. for this Off System Bridge Replacement Project.

Key Personnel: David Patterson

Firm name	LandSource, Inc.		Past Performance Evaluation Discipline(s)*		Survey	
Project name	Doshie Road Bridge Over Cherry Winche Creek Trib.			Firm responsibility (prime or sub?)		Sub
Project number	H.014261		Owner's name	LA Dept. of Transportation & Development		
Project location	Rapides Parish			Owner's Project Manager	Boyd Holmes Engineering, Inc.	
Owner's address, phone, email		P.O. Box 5286, Baton Rouge, LA 70821 (225)383-2997, bhengr@bellsouth.net				
Services commenced by this firm (mm/yy)			10/2020	Total consultant contract cost (\$1,000's)		3.00
Services completed by this firm (mm/yy)			2/2021	Cost of consultant services provided by this firm (\$1,000's)		3.00

The firm's involvement was to provide complete topographic surveying for the replacement of one (1) bridge in Rapides Parish as a sub-consultant to Boyd Holmes Engineering, Inc. for this Off System Bridge Replacement Project.

Key Personnel: David Patterson

Firm name	LandSource, Inc.		Past Performance Evaluation Discipline(s)*		Survey	
Project name	Gurney Road/Drainage Canal(Site 1) & Drainage Bayou (Site 2)			Firm responsibility (prime or sub?)		Sub
Project number	H.014318		Owner's name	LA Dept. of Transportation & Development		
Project location	East Baton Rouge Parish		Owner's Project Manager		Boyd Holmes Engineering, Inc.	
Owner's address, phone, email		P.O. Box 5286, Baton Rouge, LA 70821 (225)383-2997, bhengr@bellsouth.net				
Services commenced by this firm (mm/yy)		9/2019	Total consultant contract cost (\$1,000's)			6.00
Services completed by this firm (mm/yy)		1/2021	Cost of consultant services provided by this firm (\$1,000's)			6.00

The firm's involvement was to provide complete topographic surveying for the replacement of two (2) bridges in East Baton Rouge Parish as a sub-consultant to Boyd Holmes Engineering, Inc. for this Off System Bridge Replacement Project.

Key Personnel: David Patterson

**17. Firm Experience:**

Identify the team's project experience **most relevant** to the scope in the advertisement. Include no more than one page per project. Projects identified shall only include work performed by firms on the team. The projects identified do not necessarily need to have been DOTD projects

Firm name	<b>Terracon Consultants, Inc.</b>		Past Performance Evaluation Discipline(s)*	Environmental
Project name	<b>OSB Ouachita Parish – Red Cut Road Bridge (over Watson Branch)</b>		Firm responsibility (prime or sub?)	Sub
Project number	SP H.013130	Owner's name	Louisiana Department of Transportation and Development	
Project location	Ouachita Parish		Owner's Project Manager	Noel Ardoin
Owner's address, phone, email	1201 Capital Access Road, Baton Rouge, LA, 70802, 225-242-4201 <a href="mailto:Noel.Ardoin@la.gov">Noel.Ardoin@la.gov</a>			
Services commenced by this firm (mm/yy)	07/19	Total consultant contract cost (\$1,000's)		\$NA
Services completed by this firm (mm/yy)	12/19	Cost of consultant services provided by this firm (\$1,000's)		\$3.2

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

Terracon was subcontracted by Monroe & Corie to perform wetlands delineations for the off-system bridge contract for LADOTD. Terracon performed a WOUS delineation at the Red Cut Road Bridge Over Watson Branch project. The delineation included a site reconnaissance, desktop pre-screening to identify potential wetland and water features, and federal regulatory review, followed by a field delineation.

*Key Members: Jim Baxter*



### **17. Firm Experience:**

Identify the team's project experience **most relevant** to the scope in the advertisement. Include no more than one page per project. Projects identified shall only include work performed by firms on the team. The projects identified do not necessarily need to have been DOTD projects

Firm name	<b>Terracon Consultants, Inc.</b>		Past Performance Evaluation Discipline(s)*	Environmental
Project name	<b>Carbon Plant Road over Bayou Boeuf</b>		Firm responsibility (prime or sub?)	Sub
Project number	SP H.013143	Owner's name	Avoyelles Parish Police Jury	
Project location	Avoyelles Parish, LA		Owner's Project Manager	Jacob Coco
Owner's address, phone, email	312 N. Main Street, Marksville, LA 71351, 318-305-9034, appj.dist9@outlook.com			
Services commenced by this firm (mm/yy)	07/19	Total consultant contract cost (\$1,000's)		\$N/A
Services completed by this firm (mm/yy)	12/19	Cost of consultant services provided by this firm (\$1,000's)		\$3.3

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

In 2019 Terracon was part of the team with Monroe & Corie, Inc. for the Carbon Plant Road over Bayou Boeuf Bridge Replacement Project in Avoyelles Parish. The bridge project was part of the Federal Aid Off-System HWY Bridge Program (H.013143) with the LADOTD. Terracon provided a wetland assessment and report for the bridge location.

Bayou Boeuf is considered a USACE Jurisdictional Water of the US and qualified for a NWP within the USACE's expedited program for transportation projects. No wetland habitat was identified in the vicinity of the project area. A report was provided which outlined the site reconnaissance and findings, referenced published maps (including National Wetland Inventory Maps, Topographic Maps, and historical aerial photographs).

Based on the lack of wetland habitat, and minimal impacts to the Bayou from the proposed construction, it was recommended that a Nationwide Permit 14 – Linear Transportation Projects be obtained for the construction portion of the project.



*Key Members: Jim Baxter*

**17. Firm Experience:**

Identify the team's project experience **most relevant** to the scope in the advertisement. Include no more than one page per project. Projects identified shall only include work performed by firms on the team. The projects identified do not necessarily need to have been DOTD projects

Firm name	<b>Terracon Consultants, Inc.</b>		Past Performance Evaluation Discipline(s)*	Environmental
Project name	<b>OSB Ouachita Parish – Charles Rawls Road (over Prairion Bayou)</b>		Firm responsibility (prime or sub?)	Sub
Project number	SP H.013130	Owner's name	Louisiana Department of Transportation and Development	
Project location	Ouachita Parish		Owner's Project Manager	Noel Ardoin
Owner's address, phone, email	1201 Capital Access Road, Baton Rouge, LA, 70802, 225-242-4201 Noel.Ardoin@la.gov			
Services commenced by this firm (mm/yy)	07/19	Total consultant contract cost (\$1,000's)		\$NA
Services completed by this firm (mm/yy)	11/19	Cost of consultant services provided by this firm (\$1,000's)		\$3.2

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

Terracon was subcontracted by Monroe & Corie to perform wetlands delineations for the off-system bridge contract for LADOTD. Terracon performed a WOUS delineation at the Charles Rawls Road over Prairion Bayou project which included a 1.6-acre site. The delineation included a site reconnaissance, desktop pre-screening to identify potential wetland and water features, and federal regulatory review, followed by a field delineation.

*Key Members: Jim Baxter*



## **18. Approach and Methodology:**

### **Understanding the Project Scope**

This project consists of replacing a three span timber bridge with concrete deck (TTTCOF) that is 44.9' long and 37.1' wide on East State Street over Corporation Canal in East Baton Rouge Parish. The scope of work for this project is identical to the numerous projects that we have successfully completed since 1979.

### **Work Plan**

**MCI** will lead the team performing all bridge design, will provide overall QC/QA, and will be responsible for all coordination of the work effort by the team members. **MCI** has worked with both team members previously on similar projects and has completed the work on schedule or earlier. With the **MCI Team's** current workload, we have the personnel available to begin this project immediately.

After signing a contract with the state and receiving our notice to proceed (NTP) we will execute sub consultant contracts and issue them a NTP. Since the survey of the existing bridge site is the most time critical item, we will immediately request the Dottie One Call for marking the location of existing utilities. We will also meet with a Road & Bridge supervisor for the Parish to confirm the bridge site and request specific information about the site. We have a "punch list" of items that are discussed including whether the road and bridge over hydraulic "over topped" and the degree and frequency of this event. This information is important during the preparation of the Hydraulic Report for the replacement structure type.

### **Topographic Survey and Data Collection:** (Evaluation Discipline: Survey)

The topographic survey will be accomplished in accordance with the current OSBR survey guidelines. The survey are will consist of complete coverage 500' before and after the existing bridge, and include 25' past the apparent road right-of-way(R/W). Most of the OSBR project sites are located on rural roads without a known or established R/W. This is one of the items that is discussed with the Parish representative or landowner if known. W. C. Monroe, PLS will be in charge of the overall survey effort with the use of team members at LandSource, Inc. (**LSI**). This well-equipped field crew will be using the necessary robotic surveying equipment.

Although the firm of **LSI** (David L. Patterson, PLS) has not been under contract directly by LADOTD, they have been part of the selected firms of Boyd Holmes Engineering, Inc. and Rahman & Associates, Inc. on other OSBR projects in the past. LSI has also provided additional field crew assistance to **MCI** since 1996.

The Global Positioning System (GPS) developed and operated by the Department of Defense is a proven technology and is the method of choice for establishing control referenced to NAD83. During the past decade, GPS surveying has become routine in the





surveying community. GPS yields more accurate results than establishing control by traditional surveying techniques. **LSI** uses multi frequency GPS receivers utilized to perform both static and real-time kinematic (RTK) surveys. **LSI** receivers and smart rovers provide all the flexibility, power and performance needed for every type of GPS application including GLONASS capability.

The topographic survey will include the establishment of a road centerline alignment and complete terrain coverage including creek cross sections taken at a minimum of 15' and 150' upstream and downstream of the bridge. Four iron pipes set in concrete will be established to be used as temporary benchmarks (TBMs). During construction, two TBMs will be located approximately 50' from each end of the bridge.

The topographic data will be reduced in the office and a complete digital terrain model (DTM) will be created. This allows for the preparation of a plan/profile sheet, and road/stream cross sections. The Survey Submittal Package will include the aforementioned drawings for LADOTD review along with two listings of the field nodes - one sorted by point number and the other by station-offset. Two sets of photographs taken at the bridge site are included.

**Preliminary Bridge and Hydraulic Design:** *(Evaluation Discipline: Bridge)*

The U.S. Army Corps of Engineers - Hydrologic Engineering Centers River Analysis System (HEC-RAS) Computer Program (Version 5.0.7), will be used to determine the water surface elevations for the 2, 5, 10, 25, 50 and 100 year discharges. This component of the modeling system is intended for calculating water surface profiles for steady gradually varied flow. The USGS National Map website will be utilized to download the newly available Watershed Boundary Dataset (WBD) to overlay on the USGS QUAD to easily determine the area of the watershed of the subject bridge and allow for preparing the Drainage Map to be used in the required Hydraulic Report. This drainage area will be used to determine the design flows. If the drainage area is 2000 acres or more, the USGS Method utilizing an isohyetal line map for its mean annual rainfall data will be used. Otherwise the Natural Resources Conservation Service (NRCS) Method using Soil Groups and the Hydrologic Classification of Soil to determine the proper Runoff Curve Number (CN) will be used to determine the design flows based on the LADOTD 24-Hour Rainfall Frequency Maps and I-D-F Curves.

Using approved third party software, we will export the geometric cross sectional data and use in the HEC-RAS program. The flood plain roughness coefficients will be estimated from the USGS quadrangle maps, the LADOTD Hydraulics Manual, and the FHWA publication entitled Guide for Selecting Manning's Roughness Coefficients for Natural Channels and Flood Plains. The water surface slope will be calculated using the upstream and downstream cross sections taken during the field survey as adjusted for the local slope calculated from the USGS QUAD map. The HEC-RAS computer software using the flows determined in accordance with the current LADOTD Hydraulics Manual will be used to calculate the backwater of the existing bridge. Additionally it will be used to analyze and recommend the most efficient replacement structure. The computation of scour at bridges within HEC-RAS is based upon the methods outlined in Hydraulic Engineering Circular No. 18 (FHWA, 2001). This circular presents the data input required for computing contraction scour and local scour at piers and abutments. In general, the design event for a scour analysis is usually the 100 year event, or overtopping flow.



After the Hydraulic Report has been approved by the DOTD Hydraulics Section, the bridge structure will be used in the development of a set of Preliminary Plans. The proposed roadway design elements will be in accordance with the 2017 DOTD Minimum design Guidelines and the current Off-System Bridge Program Guidelines. A preliminary Design Report will be submitted with these plans. The plans are circulated by DOTD to the District and Parish personnel and a date set to attend a Plan-in-Hand (PIH) Field Inspection the proposed design. After any changes are added to the Post PIH plans, the proposed foot-print will be given to the Wetland Consultant to begin their work.

**Wetland Delineations:** *(Evaluation Discipline: Environmental)*

**Terracon Inc.** who has worked on numerous OSBR projects with **MCI**, will perform wetland delineation services as needed. The delineation will be performed to the standards of the United States Army Corps of Engineers (USACE) 1987 Wetland Delineation Manual and the USACE Atlantic and Gulf Coastal Plain Regional Supplement. Aquatic features that could potentially be considered federal waters of the United States (WOTUS) will be located with flagging tape in the field. Isolated aquatic features that may not qualify as WOTUS will also be delineated. These features will be located with a sub-meter global positioning system (GPS) unit for mapping that is accepted by the USACE. A wetland delineation report with applicable maps will be provided. Shapefiles and/or CAD files of the GPS data will be provided upon request. **Terracon** will assist with a jurisdictional determination request (JDR) to the USACE and federal CWA Section 404 permitting as impacts to federal WOTUS are proposed.

Solicitation of Views will begin after the approval of the replacement structure has been received. A vicinity map along with the Required Project Data form will be send to approximately seventy-five agencies requesting their input to the proposed bridge replacement. After all of the comments are reviewed, the Categorical Exclusion Clearance Documentation will be prepared and sent to the DOTD Environmental Group for approval. It is also necessary to send a DGN copy of the Wetland “footprint” for their use.

**Final Bridge Design:** *(Evaluation Discipline: Bridge)*

The final Design Report will be submitted with the Post PIH comments and Final Plan production will begin after the receipt of a Notice to Proceed (NTP) from the Project Manager (PM). The soil boring locations will be added to the plans and the Pile Bent Loading (in Tons) will be submitted to the Geotechnical Group for pile length determination. Quantities shall be calculated, checked and noted on Summary of Estimated Quantities sheets. Erosion Control Sheets, bridge details and Standard plans will be included in the Final Tracing submittal. After approval, the plans will be printed and submitted to LADOTD with closeout documents.

**PROGRESS SCHEDULE**  
(Per Off-System Bridge Program Guidelines)

PRELIMINARY PLANS												
TASK	MONTHS											
	1	2	3	4	5	6	7	8	9	10	11	12
<b>Stage 3, Part I (a):</b>												
Topographic Survey	■											
DOTD Review		XX										
<b>Stage 3, Part III:</b>												
Hydraulics & 50% Drawings		■	■	■								
DOTD Review				XXX								
Design Criteria & Preliminary Plan submittal					■	■						
Constructability Review Form					■							
Mail SOVs					■							
DOTD Review & Field Review Scheduling						XXX	X					
Plan-in-Hand Field Review							■					
DOTD Review								XX				
Revise Post PIH Plans								■	■	■		
Design Report & Design Exception Request								■				
Right-of Way sketches & legal agreements								■				
Environmental submittal:												
SOV Coordination							■	■	■	■		
USCE Permit drawings									■			
Wetland Delineation							■	■	■			
<i>Note: The review time for the DOTD Environmental Clearance varies and affects the issuance of the Supplemental Contract for Final Plans</i>												
FINAL PLANS												
TASK	MONTHS											
	1	2	3	4	5	6	7	8	9	10	11	12
<b>Stage 3, Part IV:</b>												
ACP plans including SEQ and Standards	■	■										
Pile Info. for Bridge Design (if applicable)	■											
DOTD Pile Length Review	XXX	XXXX										
DOTD Review of Plans			XXXX	X								
Final Tracings Submittal				■	■							

**19. Workload:**

For all contracts where a firm on the team is a prime consultant or sub-consultant and where a) the consultant selection was made by DOTD, and b) a contract was executed by the consultant and the contracting entity by the date the advertisement for this proposal was posted, list all work meeting the following criteria:

- 1) one of the team's firms is responsible for the performance of the work;
- 2) authorization to perform the work has been provided, as provided in the contract between the consultant and the contracting entity;
- 3) the work has not yet been performed and invoiced; and
- 4) the work is not currently suspended for an indefinite period of time.

For indefinite delivery/indefinite quantity (IDIQ) contracts, list open Task Orders individually.

List only the portion of the fees attributable to firms on the team.

Firm(s)	Past Performance Evaluation Discipline(s) *	State project number	Project name	Remaining Unpaid Balance**
Monroe & Corie, Inc.	Bridge	H.014255	Beeson Road over Flagon Bayou Tributary – Rapides Parish	N/A
Monroe & Corie, Inc.	Bridge	H.014320	Van Buren over Corporation Canal – East Baton Rouge Parish	N/A
Monroe & Corie, Inc.	Bridge	H.014322	Centurion over Drainage Bayou – East Baton Rouge Parish	\$ 1,646
Monroe & Corie, Inc.	Bridge	H.013955	LA 961 Sandy Creek Bridge	\$225
Monroe & Corie, Inc.	Bridge	H.013957	Sligo Road over Walter Creek	\$ 1,127
Monroe & Corie, Inc.	Bridge	H.013963	LA 384 over Canal	\$484
Monroe & Corie, Inc.	Bridge	H.013966	LA 321 Creek Bridges	\$ 2,317
Monroe & Corie, Inc.	Bridge	H.013968	LA 404 over Bayou Black	\$ 1,108
Monroe & Corie, Inc.	Bridge	H.013976	LA 376 Bayou Bridges	\$ 1,714
Monroe & Corie, Inc.	Bridge	H.013989	Graybow Road over Palmetto Creek	\$ 2,253
Monroe & Corie, Inc.	Other	H.014218	LA 0002A: Thorny Branch & Indian Creek Bridges	\$ 1,420
Monroe & Corie, Inc.	Other	H.014219	LA 507: Creek Bridges Near Simsboro	\$ 2,857
Monroe & Corie, Inc.	Other	H.014222	LA 516: Poland Branch Bridge	0
Monroe & Corie, Inc.	Other	H.014255	LA 528: Clarke Bayou Bridge	0
Monroe & Corie, Inc.	Other	H.014238	LA 818: Barnet Springs & Creek Bridges	\$ 1,592
Monroe & Corie, Inc.	Other	H.014239	LA 589: Lyon Bayou Bridge	\$ 824
Monroe & Corie, Inc.	Other	H.014264	LA 556: Bridges near Choudrant	\$ 7,246
Monroe & Corie, Inc.	Other	H.012061	LA 1: BYU Moreay & Lateral W/5 #7A Bridges	0
Monroe & Corie, Inc.	Other	H.012891	LA 300: Laloutre Bridge	0
Monroe & Corie, Inc.	Other	H.014213	LA 700 : Indian Bayou and Grand Marais Bridge	0
Monroe & Corie, Inc.	Other	H.014215	LA 20: 40 Arpent and Drain Canal Bridges	0
Monroe & Corie, Inc.	Other	H.014216	LA 682 : Norris Canals and Creek Bridges	\$ 2,097

Monroe & Corie, Inc.	Other	H.014241	LA 10: Mill Creek Bridge	0
Monroe & Corie, Inc.	Other	H.014251	LA 422: Richland Creek and Stream Bridges	0
Monroe & Corie, Inc.	Other	H.014253	LA 421: Thom Creek Bridge	0
Monroe & Corie, Inc.	Other	H.014257	LA 68: Karrs Creek Bridge	0
Monroe & Corie, Inc.	Other	H.014276	LA 975: Creek Bridges	0
Monroe & Corie, Inc.	Other	H.014278	LA 85: Patout & Drain Canal Bridges	0
Monroe & Corie, Inc.	Other	H.014279	LA 35: Drain Canal Bridge near Lawtell	0
<b>LandSource, Inc.</b>	Survey	H.001779	Jimmie Davis Bridge – La 511 Soil Borings	\$18,478
<b>Terracon</b>	Environmental	H.014270	Lefort Bypass Road OSB	\$ 5,000
<b>Terracon</b>	Environmental	H.004273.5	Lafayette Urban Section ( I-49 Lafayette Connector) Phase II ESA, Lafayette Parish	\$19,520
<b>Terracon</b>	Geotechnical	H.005967	Nelson Road Extension and Bridge	\$ 30,715
<b>Terracon</b>	Geotechnical	H.012569	Little Sugar Creek Bridge	\$ 10,345
<b>Terracon</b>	Geotechnical	H.005121	LA-1 and LA-415 Connector	\$ 2,242
<b>Terracon</b>	Geotechnical	H.000385.5	US190: L 415 & RR Overpass	\$ 1423
<b>Terracon</b>	Geotechnical	H.011670	Loyola Interchange Design - Build	\$ 310,418
<b>Terracon</b>	Geotechnical	H.012033	Cross Bayou and Caney Bayou	\$ 5,540
<b>Terracon</b>	Geotechnical	H.002794.5	LA 308 – Canal Bridges Near Larose	\$ 65,080
<b>Terracon</b>	Geotechnical	H.011670	Loyola Interchange Design- Build	\$ 47,463


(Other listed above is: Hydraulic & Scour Reports)

\* The only past performance evaluation disciplines to be used are: Road, Bridge, Traffic, CE&I/OV, Geotech, Survey, Environmental, Data Collection, Planning, Right-of-Way, CPM, ITS, Appraiser and Other. If a firm has more than one past performance evaluation discipline for any single project, the firm can use multiple rows to express the remaining unpaid balance per evaluation discipline.

\*\* Round to the nearest dollar. **Do not** round to the nearest thousands. If there are no active contracts with a remaining unpaid balance, place N/A in the Remaining Unpaid Balance column. LEAVING THE “REMAINING UNPAID BALANCE” COLUMN BLANK IS NOT ACCEPTABLE.

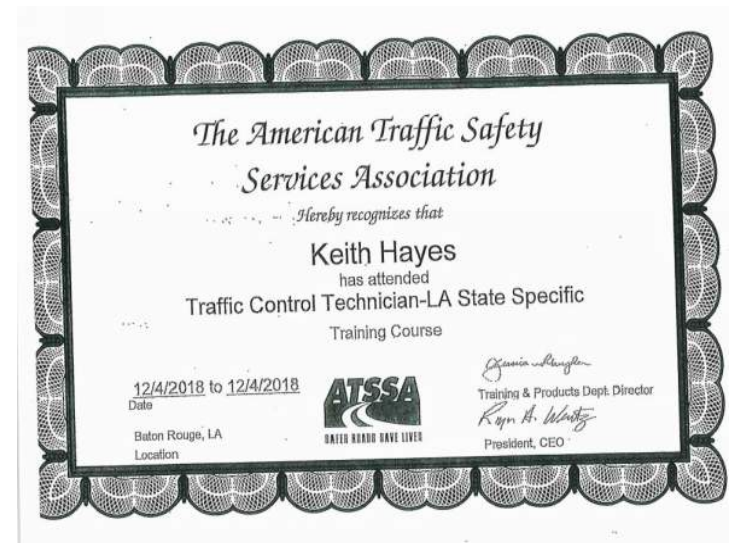
## 20. Certifications/Licenses:

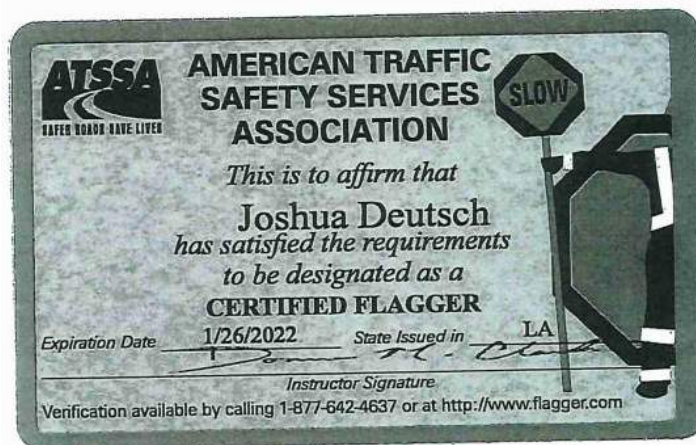
If the advertisement requires submission of licenses and/or certificates, include them here. Otherwise, leave this section blank.

		<i>Louisiana Professional Engineering and Land Surveying Board</i>		
The Louisiana Professional Engineering and Land Surveying Board has the following information on file:				
<b>Name:</b>		<b>Public Address:</b>		
Monroe & Corie, Inc.		Mr. William Monroe 11325 Pennywood Avenue Baton Rouge, LA 70809		
License/Certificate Information w/ Supervision				
License	Status	First Issuance Date	Expiration Date	Supervisor(s)
EF.0002216	ACTIVE	02/10/1998	09/30/2022	Mr. Craig Harley Corie # PE.0027447 - Active Mr. William Charles Monroe # PE.0013691 - Active

		<i>Louisiana Professional Engineering and Land Surveying Board</i>		
The Louisiana Professional Engineering and Land Surveying Board has the following information on file:				
<b>Name:</b>		<b>Public Address:</b>		
Monroe & Corie, Inc.		Mr. William Monroe 11325 Pennywood Avenue Baton Rouge, LA 70809		
License/Certificate Information w/ Supervision				
License	Status	First Issuance Date	Expiration Date	Supervisor(s)
VF.0000413	ACTIVE	02/10/1998	09/30/2022	Mr. William Charles Monroe # PLS.0004483 - Active







## **21. QA/QC Plan and/or Work Plan:**

If the advertisement requires submission of a QA/QC plan or Work plan, include them here. Otherwise, leave this section blank.

## **POLICY ON QUALITY CONTROL AND QUALITY ASSURANCE**

**Specifically prepared for: East State Street over Corporation Canal**

### **SPN H.014991.5 – Contract No. 4400024590– East Baton Rouge Parish**

This document establishes the minimum requirements for the Quality Control (QC) and Quality Assurance (QA) for all LADOTD Off-System Bridge Replacement (OSBR) projects to be surveyed and designed by MONROE & CORIE, Inc., Consulting Engineers, 11325 Pennywood Avenue, Baton Rouge, Louisiana, 70809.

This document complies with the minimum requirements in the DOTD Bridge Design Section Policy for QA/QC as stated in Part I, Chapter 3 of the DOTD Bridge Design & Evaluation Manual (BDEM). All employees of Monroe & Corie, Inc., who perform work on LADOTD Off-System Bridge Replacement projects shall comply with these minimum requirements in addition to any relevant QC/QA policy request by the LADOTD. These QC/QA requirements shall be implemented for all project activities as listed below.

<b>ADMINISTRATIVE:</b>	<b>PREPARED BY:</b>	<b>CHECKED BY:</b>
<b>EXECUTE AND DELIVER LEGAL CONTRACT</b>	<b>WCM</b>	<b>CHC</b>
<b>SET UP PROJECT FILES</b>	<b>THS</b>	<b>WCM</b>
<b>CREATE VICINTY MAP</b>	<b>SAV</b>	<b>WCM</b>
<b>SURVEY SUBMITTAL:</b>	<b>PREPARED BY:</b>	<b>CHECKED BY:</b>
<b>COORDINATE SITE VISIT WITH PARISH AND CONFIRM BRIDGE LOCATION</b>	<b>WCM</b>	<b>CHC</b>
<b>COORDINATE THE LOUISIANA ONE CALL – UTILILTY LOCATION</b>	<b>WCM</b>	<b>CHC</b>
<b>COORDINATE CREATION OF CENTERLINE ALIGNMENT</b>	<b>WCM</b>	<b>CHC</b>
<b>CREATE LISTING OF FIELD NODES – SORTED BY STATION-OFFSET AND PRINT</b>	<b>THS</b>	<b>WCM</b>
<b>CREATE LISTING OF FIELD NODES – SORTED BY POINT NUMBER AND PRINT</b>	<b>THS</b>	<b>WCM</b>
<b>COORDINATE CREATION OF PLAN VIEW</b>	<b>WCM</b>	<b>CHC</b>
<b>COORDINATE CREATION OF PROFILE VIEW</b>	<b>WCM</b>	<b>CHC</b>
<b>COORDINATE CREATION OF ROADWAY CROSS SECTION EXHIBITS AND PLOT HALF SIZE</b>	<b>WCM</b>	<b>CHC</b>
<b>COORDINATE CREATION OF STREAM CROSS SECTION EXHIBITS AND PLOT HALF SIZE</b>	<b>WCM</b>	<b>CHC</b>
<b>COORDINATE CREATION OF COMPLETE FIELD ROLL SHEETS AND PLOT FULL SIZE</b>	<b>WCM</b>	<b>CHC</b>
<b>CREATE DRAINAGE MAP AND PRINT HALF SIZE</b>	<b>CHC</b>	<b>WCM</b>
<b>PREPARE COMPLETE SURVEY SUBMITTAL PACKAGE WITH EXECUTED QC/QA FORMS</b>	<b>AS LISTED ABOVE</b>	<b>WCM</b>



<b>HYDRAULIC AND SCOUR REPORT SUBMITTAL:</b>		
	PREPARED BY:	CHECKED BY:
PREPARE COMPLETE HYDRAULIC REPORT USING HEC-RAS SOFTWARE	CHC	WCM
PREPARE HYDRAULIC COVER EXHIBIT WITH SELECTED BRIDGE PHOTOGRAPH & PRINT	WCM	CHC
PREPARE PROJECT TITLE SHEET	SAV	WCM
PREPARE PLAN/PROFILE BASE DRAWING WITHOUT EXISTING TIMBER BRIDGE	SAV	WCM
ASSEMBLE HYDRAULIC SOV RESPONSES	THS	CHC
PREPARE COMPLETE HYDRAULIC REPORT SUBMITTAL PACKAGE WITH EXECUTED QC/QA FORMS	AS LISTED ABOVE	CHC

## PRELIMINARY PLAN PHASE:

<b>Pre-Plan in Hand</b>		
	PREPARED BY:	CHECKED BY:
DEVELOP DESIGN CRITERIA – ROAD CLASS, DESIGN SPEED, ROAD WIDTH, BRIDGE WIDTH, ETC.	SAV	WCM
CALCULATE PROJECT LENGTH BASED ON HORIZONTAL ROADWAY TRANSITIONS AND VERTICAL CURVES	SAV	WCM
IF THE DESIGN STRUCTURE IS RCB or PIPE, CALCULATE LENGTH OF BARREL	SAV	WCM
DEVELOP DESIGN ROADWAY CROSS SECTIONS WITH PROPOSED ROADWAY TEMPLATE	WCM	CHC
DETERMINE THE REQUIRED RIGHT OF WAY BASED ON LIMITS OF CONSTRUCTION	SAV	WCM
CREATE AND ANNOTATE CROSS SECTION SHEETS SHOWING REQUIRED R/W	SAV	WCM
PLOT ALL CROSS SECTION SHEETS, INCLUDING STREAM CROSS SECTION SHEETS	SAV	WCM
UPDATE TITLE SHEET WITH DESIGN CRITERIA, INDEX OF SHEETS, AND PROJECT LENGTH	SAV	WCM
UPDATE LAYOUT MAP WITH THE STATIONING OF PROJECT LIMITS, AND THE DESIGN STRUCTURE	SAV	WCM
CREATE ROADWAY TYPICAL SECTION SHEET WITH TABLE OF ROADWAY TRANSITIONS	SAV	WCM
CREATE PLAN AND PROFILE DRAWING WITH PROPOSED STRUCTURE, DESIGN HYDRAULIC TABLE AND NOTES	WCM	CHC
UPDATE DRAINAGE MAP WITH DESIGN PROJECT STATIONING, AND BACKWATER NOTE	CHC	WCM
CREATE MINIMUM CONSTRUCTION SIGNING SHEET, USING DESIGN PROJECT LIMITS	SAV	WCM
CREATE GENERAL PLAN DRAWING WITH PROPOSED BRIDGE STRUCTURE, DESIGN HYDRAULIC TABLE AND NOTES	SAV	WCM
COMPLETE TITLE BLOCKS FOR DOTD STANDARD DETAIL SHEETS TO BE INCLUDED IN THIS PHASE	SAV	WCM
CHECK SHEET NUMBERING, UPDATE INDEX ON TITLE SHEET	SAV	WCM
PLOT ALL DRAWINGS ON BOND PAPER AND BIND INTO ONE SET	SAV	WCM
PREPARE CONSTRUCTIBILITY REPORT AND SUBMIT TO DOTD WITH MSWORD ELECTRONIC COPY	WCM	CHC
PREPARE PRE-PLAN IN HAND SUBMITTAL PACKAGE WITH EXECUTED QC/QA FORMS	AS LISTED ABOVE	WCM

▪ <b>Plan in Hand Preparation:</b>			PREPARED BY:	CHECKED BY:
BASED ON COMMENTS FROM THE OSBR STAFF, UPDATE ALL AFFECTED DRAWINGS AS NEEDED INCLUDING: TITLE SHEET, LAYOUT MAP, TYPICAL SECTION SHEET, PLAN AND PROFILE SHEET, DRAINAGE MAPS, MINIMUM CONSTRUCTION SIGNING, GENERAL BRIDGE PLAN, CROSS SECTION SHEET			SAV	WCM
IN THE CASE OF DESIGN RCB/PIPE, ADD PH-RESISTIVITY & PROBING TO PLAN & PROFILE DRAWING			SAV	WCM
PLOT ALL DRAWINGS ON BOND PAPER AND BIND INTO EIGHT SETS			SAV	WCM
PREPARE CONSTRUCTABILITY FORM AND SUBMIT IN MSWORD FORMAT			WCM	CHC
PREPARE PIH SUBMITTAL PACKAGE WITH EXECUTED QC/QA FORMS			AS LISTED ABOVE	WCM

## ▪ **Plan in Hand – FIELD INSPECTION WITH REVIEW OF DESIGN**

▪ <b>Post Plan in Hand Preparation:</b>			PREPARED BY:	CHECKED BY:
BASED ON COMMENTS FROM THE PLAN IN HAND FIELD INSPECTION, REVISE DESIGN IF REQUESTED AND UPDATE ALL AFFECTED DRAWINGS AS NEEDED INCLUDING: TITLE SHEET, LAYOUT MAP, TYPICAL SECTION SHEET, PLAN AND PROFILE SHEET, DRAINAGE MAP, MINIMUM CONSTRUCTION SIGNING, GENERAL BRIDGE PLAN AND CROSS SECTION SHEETS			SAV	WCM
PREPARE ALL DRAWINGS INTO ONE PDF SET AND SUBMIT TO PROJECT MANAGER			THS	WCM
SUBMIT FINAL DESIGN REPORT FORM			SAV	WCM
PREPARE POST PIH SUBMITTAL PACKAGE WITH EXECUTED QC/QA FORMS			AS LISTED ABOVE	WCM

<b>WETLANDS SUBMITTAL:</b>			PREPARED BY:	CHECKED BY:
PROVIDE POST PLAN IN HAND DRAWINGS WITH THE FINAL DESIGN FOOTPRINT TO THE ENVIRONMENTAL CONSULTANT			SAV	WCM
PROVIDE QUANTITIES FOR DRAINAGE EXCAVATION, EMBANKMENT TO THE ENVIRONMENTAL CONSULTANT			SAV	WCM
UPON RECEIPT OF WETLANDS REPORT, REVIEW FINDINGS			SAV	WCM
COORDINATE WETLAND FINDINGS WITH CORPS OF ENGINEER PERMIT EXHIBITS			SAV	WCM
PREPARE WETLANDS SUBMITTAL PACKAGE WITH EXECUTED QC/QA FORMS (Including QC/QA forms from TERRACON, INC. – Sub Consultant)			AS LISTED ABOVE	WCM

<b>RIGHT-OF-WAY SKETCH:</b>	PREPARED BY:	CHECKED BY:
CREATE REQ'D R/W SKETCH (11" X 17")	SAV	WCM
CREATE LEGAL AGREEMENTS WITH REQUIRED R/W DESCRIPTION FOR USE BY PARISH	SAV	WCM
MAKE ONE COPY OF EACH SKETCH AND LEGAL AGREEMENT	SAV	WCM
MAKE ONE REPRODUCIBLE COPY (FULL SIZE) OF PLAN AND PROFILE DRAWING FOR PARISH	SAV	WCM
PREPARE R/W SUBMITTAL PACKAGE WITH EXECUTED QC/QA FORMS	AS LISTED ABOVE	WCM

<b>CORPS OF ENGINEERS PERMIT EXHIBITS:</b>	PREPARED BY:	CHECKED BY:
CREATE SITE PLAN (USACE SHEET No. 2) DETAILING WETLAND AREA	SAV	WCM
CREATE PROFILE (USACE SHEET No. 3)	SAV	WCM
CREATE TYPICAL SECTION (USACE SHEET No. 4)	SAV	WCM
PREPARE BASIC REQUIRED RIGHT OF WAY SKETCH/INFO FOR DOTD GEOTECH SECTION	SAV	WCM
PREPARE CORPS OF ENGINEERS PERMIT PACKAGE WITH EXECUTED QC/QA FORMS	AS LISTED ABOVE	WCM

<b>ENVIRONMENTAL CLEARANCE:</b>	PREPARED BY:	CHECKED BY:
PREPARE LETTERS WITH SOV EXHIBITS AND MAIL TO ENTIRE LIST	THS	WCM
COORDINATE SOV RESPONSES INTO PLANS	THS	WCM
PREPARE ENVIRONMENTAL CLEARANCE DOCUMENTS	THS	WCM
PREPARE ENVIRONMENTAL CLEARANCE SUBMITTAL PACKAGE WITH EXECUTED QC/QA FORMS	AS LISTED ABOVE	WCM

<b>FINAL PLAN SUBMITTAL:</b>	PREPARED BY:	CHECKED BY:
<ul style="list-style-type: none"> <li>Pre Advance Check Prints Submittal:</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
UPDATE GENERAL BRIDGE PLAN WITH SOIL BORING LOCATIONS PROVIDED BY DOTD	SAV	WCM
CALCULATE BENT ELEVATIONS AND UPDATE GENERAL BRIDGE PLAN TABLES	SAV	WCM
COMPLETE DOTD GEOTECH CHECKLIST FOR SUBMITTAL TO DOTD	SAV	WCM
SUBMIT GENERAL PLAN SHEET , BRIDGE PILE TABLES SHEET, DOTD STANDARD DETAIL SHEETS AND SOIL BORING FOR PILE LENGTH DETERMINATION	SAV	WCM
REQUEST DOTD STANDARD DRAWINGS TO BE INCLUDED IN THIS PHASE AND COMPLETE TITLE BLOCKS	SAV	WCM
REVIEW SHEET NUMBERING AND UPDATE TITLE SHEET INDEX	SAV	WCM
REVIEW THE PLAN IN HAND FIELD SITE COMMENTS A FINAL TIME FOR REQUIRED BID ITEMS	SAV	WCM

CALCULATE QUANTITIES FOR ALL BID ITEMS, INCLUDING ASPHALT, AGGREGATE, GUARD RAIL ITEMS, RIP RAP, TEMPORARY EROSION CONTROL, SEEDING, FERTILIZER, MULCH, AND ITEMS RELATED TO DESIGN STRUCTURE	SAV	WCM
CREATE QUANTITY SHEETS FOR LISTING OF BID ITEMS, INCLUDING SUMMARY OF DRAINAGE STRUCTURES	SAV	WCM
CREATE EROSION CONTROL PLAN	SAV	WCM
PLOT ALL DRAWINGS ON BOND PAPER AND BIND INTO SET	SAV	WCM
PREPARE PRE-ACP SUBMITTAL PACKAGE WITH EXECUTED QC/QA FORMS	SAV	WCM
▪ <b>Advance Check Prints Submittal:</b>		
UPDATE GENERAL BRIDGE PLAN AND QUANTITY SHEETS WITH DOTD PILE LENGTHS, IF AVAILABLE	SAV	WCM
BASED ON COMMENTS FROM THE O.S.B. STAFF, UPDATE ALL AFFECTED DRAWINGS AS REQUESTED, INCLUDING TITLE SHEET, LAYOUT MAP, TYPICAL SECTION SHEET, PLAN AND PROFILE, QUANTITY SHEETS, DRAINAGE MAP, EROSION CONTROL PLAN, CONSTRUCTION SIGNING SHEETS, GENERAL PLAN AND CROSS SECTIONS	SAV	WCM
PLOT ALL DRAWINGS ON BOND PAPER AND BIND INTO EIGHT SETS	SAV	WCM
PREPARE ACP SUBMITTAL PACKAGE WITH EXECUTED QC/QA FORMS	AS LISTED ABOVE	WCM

<b>FINAL TRACING SUBMITTAL:</b>	PREPARED BY:	CHECKED BY:
REVISE ALL DRAWINGS PER ADVANCE CHECK PRINT COMMENTS	SAV	WCM
PLOT DRAWINGS – BOND PAPER (22"X34")	SAV	WCM
PLOT TITLE SHEET ON MATTE FILM	SAV	WCM
PROJECT ENGINEERS SIGN DRAWINGS	SAV	WCM
VERIFY THE P.E. STAMP SIGNATURE and DATE FOR THE FINAL PLAN DELIVERY	WCM	CHC
PREPARE BOUND CALCULATION REPORT COVER AND DIVIDERS AND BIND CALCULATIONS INTO REPORT	THS	WCM
PREPARE HYDRAULIC REPORT IN PDF FORMAT	THS	WCM
PREPARE FINAL SUBMITTAL PACKAGE WITH EXECUTED QC/QA FORMS	AS LISTED ABOVE	WCM

**22. Sub-consultant information:**

If one or more sub-consultants will be used, provide the name, address, point of contact and phone number for each. Otherwise, leave this section blank.

<b>Firm Name (as registered with Louisiana's Secretary of State)</b>	<b>Address</b>	<b>Point of Contact and email address</b>	<b>Phone Number</b>
<b>Landsource, Inc.</b>	6730 Exchequer Dr., Baton Rouge, LA 70809	David L. Patterson, P.L.S., patterson@landsource.com	(225) 752-0995
<b>Terracon Consultants</b>	2822 O'Neal Lane – B, Baton Rouge, LA 70816	D'Juana Beason, DJuana.Beason@terracon.com	(225) 614 0404

(Add rows as needed)

**23. Location:**

If location is an evaluation criterion for this advertisement and the prime consultant intends to establish a local presence, describe the plan for doing so. Otherwise, leave this section blank.