

## **APPENDIX A**

### **SCOPE OF CONSULTANT SERVICES**

#### **FOR**

### **GENERAL CONSULTING ENGINEERING SERVICES**

The following describes the general scope of consultant services that the GEC may be requested to provide for specific work authorizations. It is the intent of the CCRMA to enter into a Work Authorization type agreement where a specific scope and fee will be developed for each work authorization.

#### **1. Project management**

The GEC shall furnish Project Manager(s) to provide overall management of assigned projects through all stages of development beginning with the feasibility stage through construction of the project. The Project Manager(s) will manage all activities assigned to the GEC and coordinate their activities with the staff of The CCRMA. The Project Manager will be responsible the GEC services are provided on time, on schedule and meet quality standards. He/She must be able to convert technical information to understandable public messaging, track project progress, monitor project budgets, and oversee technical project development activities performed by others.

#### **2. Feasibility studies and evaluation**

GEC personnel shall be able to perform all services required to identify potential routes to the extent necessary to estimate and evaluate the cost, environmental impacts and technical feasibility of alternate routes. Assigned projects may consist of new location or expansion of existing facilities including toll projects.

Fiscal feasibility analyses of the potential of financing from capital created by the issuance of toll revenue bonds or other sources may be conducted jointly among The CCRMA, the GEC, traffic and revenue consultants, financial advisors, general counselors, bond counselors, and investment bankers separately retained by The CCRMA.

#### **3. Project initiation and coordination**

GEC personnel shall be able to actively participate in project initiation meetings with CCRMA staff, TxDOT district project coordinators, County, City officials, MPO and other relevant agencies. GEC may be required to develop presentations, agendas, conceptual maps and present materials in a professional manner.

#### 4. Environmental Compliance

GEC Services may include all levels of environmental compliance and document preparation in accordance with the National Environmental Protection Act (NEPA) and in accordance with Federal and State reviewing agencies. Environmental compliance may include preparation of any type of environmental document such as categorical exclusion, environmental assessment, or environmental impact statements. Services may include the acquiring of permits from relevant agencies, such as Presidential permit, Army Corp of Engineers permits, U.S. Coast Guard Permits, and IBWC License Agreements. Requested services may include preparation, design, construction management, and monitoring of mitigation plans and projects. The GEC will be expected to provide oversight services for all required disciplines, including Public Involvement Services. The GEC may serve as the primary provider of public involvement and outreach activities.

#### 5. Right of way acquisition and utilities accommodations

The GEC Services may include ROW surveying, mapping, coordination, condemnation support, and acquisition. Utility services may include identification, relocation coordination and any other services related to properly oversee the two disciplines. All services must be performed in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act of 1970 and TxDOT and FHWA standards.

#### 6. Plans, specifications, & estimates including detailed design work

The GEC Services may include preparation of PS&E documents necessary for the bidding and construction of projects ranging from roadway, bridges, and other related structures required for CCRMA to perform its operations and project development activities.

#### 7. Project procurement and contract administration services

The GEC may assist the CCRMA in the procurement of a variety of contractors and consultants, including Design/Build, 3P, Design, Environmental, Construction, CE&I, Geotechnical, Surveying, Maintenance and other professional services as required. All contracts will be procured in conformance with the CCRMA Procurement Policy and in accordance with applicable Federal and State regulations.

#### 8. Construction management and inspection services

GEC Services may include management of construction projects including inspection services. Services will be performed in a manner to ensure quality development and adherence to requirements set forth in construction plans and State and Federal regulations. GEC will provide qualified project staff to properly administer project to remain within project budgets and project construction schedules as efficiently as possible.

## 9. Project maintenance

The GEC may be requested to develop or oversee development of maintenance plans or contracts for transportation facilities. The GEC should be knowledgeable of maintenance operation support and oversight for all maintenance operations programs including but not limited to maintenance of roads, bridges and drainage systems, facility maintenance, vegetation management, emergency operations such as, severe storms and Hurricane response efforts.

The GEC shall be knowledgeable in regards to the design of plans, specifications, competitive bidding and the required oversight to accomplish contracting of routine maintenance on new projects.

## 10. Transportation Programming Services

The GEC may provide Programmatic Services which include coordination, monitoring and providing input to the MPO and TxDOT planning activities including the UTP, TIP and other long range planning including financial considerations and limitations.

## 11. Project funding support and compliance with Federal and State funding source requirements

The GEC may provide support services in regards to securing and complying with requirements of Federal and State funding sources. Services may include support in pursuit of grant opportunities, and other funding opportunities that may become available. GEC must have knowledge of Federal and State funding sources. MPO and TxDOT programming categories in order that the CCRMA may capitalize on all available funding sources for development of its projects. Assistance in monitoring adherence to expenditure eligibility in use of Federal and State funding sources for all phases of project development may also be included.