

ATTACHMENT B

SERVICES TO BE PROVIDED BY THE STATE

The designated Project Manager to represent the State will provide the following information or services as listed below by Function Code (FC).

Subject to availability, the services to be provided or performed by the State will include, but not be limited to, the following items:

Route and Design Studies

- Provide As-built Plans.
- Provide Preliminary Cost Estimate, Project Information and other Documentation.
- Provide soil boring logs for inclusion in the final plans, if applicable.
- Provide available Environmental Documentation.
- Provide Map File, Topographic (Planimetric) Base File and Aerial Photography.
- Provide approved traffic data.
- Provide DCIS project information.
- Provide Design Summary Report.
- Provide Value Engineering Report, if available and applicable.

Social, Economic and Environmental Studies and Public Involvement

- Provide available project development documents, environmental Documentation, schematics, typical sections, public involvement records, etc.
- Review and process each necessary environmental and public involvement document prior to letting of the construction contract.
- Locate suitable facilities, advertise, and conduct each required public meeting.
- Provide designated State representatives for each public meeting.
- Provide a court reporter if necessary for public meetings.
- Review the information and material developed by the Engineer to be presented at each public meeting or public hearing three weeks before any such event. The State will return review comments to the Engineer two weeks before each such meetings or hearings, if applicable.
- For any website needs (e.g., public involvement, project information, etc.) the State will work with its Communication Division to request the creation and maintenance of the website. This includes the completion of the State's "Website Needs Request" form 1299 and ensuring the website conforms to state law, Texas Department of Information Resources requirements, TxDOT policies and procedures, and TxDOT Brand Guidelines.

Right-of-Way Data and Utility

- Provide available existing right of way plans for the proposed project location.
- Conduct all right-of-way appraisals and acquisitions, if applicable.
- Any coordination on approvals required with the General Land Office (GLO) when crossing state owned lands or navigable waters.
- If available, Subsurface Utility Engineering (SUE) data and utility ownership/facility data; and
- Planimetric layouts and related information.

Design Surveys and Construction Surveys

- Provide survey control points such as horizontal control points, benchmark elevations and descriptions for vertical control, and listing of horizontal alignment coordinates for baseline control only, if available.
- Provide aerial photographs (contact prints) of the proposed project area, if available.
- Furnish a Digital Terrain Model (DTM) file to generate Cross Sections and contours, if available.

Roadway Design Controls

- Provide applicable Preliminary Design Concept Conference, schematic layout and Plans, Specifications and Estimate (PS&E) package checklists for use by the Engineer.
- Provide As-built plans of the existing project facilities, if available.
- Provide standard Bentley's OpenRoads Designer files developed by the State.

Drainage

- Provide existing hydraulic and hydrologic studies associated with the project and project area if available.
- Provide areas of wetlands delineation to be surveyed by the Engineer.
- Provide data, if available, including "as-built plans", existing cross sections, existing channel and drainage easement data.

Signing, Pavement Markings and Signalization (Permanent)

- Furnish traffic signal justification warrants, if applicable.
- Available traffic counts, traffic projects and accident data, if available.

Miscellaneous (Roadway)

- Provide example estimates, district general notes and standards, sample specification lists and related hard copy documentation for the Engineer's use in preparing the preliminary estimate, general notes and specifications.
- Furnish tabulation of current applicable bid process, if applicable.
- Negotiate with each project utility company for relocation agreements or required relocation as applicable.

Project Management and Administration

- Review, approve and update Project Design Criteria.
- Prompt Review of Deliverables.
- Provide copies of preferred District Details to be used.
- Provide copies of preferred District Standards to be used.
- Prepare final General Notes and final Specification Data Sheets.

Bridge Design

- Furnish as-built plans of existing structures, National Bridge Inventory (NBI), and applicable bridge inspection reports of existing structures.
- Review and provide written approval of each preliminary bridge layout before bridge design work begins.

Construction Phase Services

- Shop drawings and related submittals received from the contractor or fabricators.
- Request for applicable change order plan modifications that are based on changed conditions or a request by the State to modify the design based on field conditions or applicable updates to the State's standards and criteria.

Additional Responsibilities

- Provide design criteria for roadway, structures, drainage, and hydraulics.
- Interface with local, regional, State and Federal agencies or other entities on behalf of Engineer.
- Coordinate and notify in writing with Emergency Medical Services (EMS), school system, United State (U.S.) Mail, etc. for any detour routes and roadway closures. Upon request by the State, the Engineer shall prepare the necessary exhibits.
- Provide the Engineer with timely reviews in accordance with Exhibit C, "Work Schedule" of the Work Authorization and decisions to enable the Engineer to maintain the project schedule as approved by the State.
- Provide paper prints or electronic copies of design files containing, for example, a sample title sheet, plan profile sheet, plan sheet, sheet quantities and storm water pollution prevention plan (SWP3) sheet, if available and applicable.

- Provide milestone guidelines as applicable to the district the work is being performed.
- Secure all required permits and agreements.
- Provide the “Guide for Determining Time Requirements for Traffic Signal Preemptions at Highway-rail Crossings.

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