



2015 Bridge Replacement Field Scoping Meetings (FSM)



Online References Provided

Scopes of Work and Manday Estimate Template

Tri Managed Bridge Process

FSM Worksheet

Start of Study

Example Maps

Traffic Request Process

Architecture & Archaeology Requests

CIA Procedure and Form

Crash Data Request

Offsite Detour Guidelines

Landowner Notification Letter

CE – PCE – State Minimum Criteria Templates



Scope of Work Template

TASK ORDER 1
FOR
CONSULTANT ENGINEERING SERVICES

BRIDGE GROUP ??
TIP Project Numbers B-XXX1

Submitted to:

North Carolina Department of Transportation
Division of Highways
Project Development and Environmental Analysis Unit

BY:

Consultant Name
Consultant Address

(Date)



Manday Estimate Template

PROJECT DESCRIPTION:				FIRM:				TASK ORDER NUMBER:				1		DATE PREPARED:			
PREPARED BY:				TIP NUMBER:								REVISION DATE:					

TIP PROJECT NUMBER	PDEA		NES		HES-CS		Roadway		Hydraulics						Project Total Costs
	Mandays	Total Costs	Mandays	Total Costs	Mandays	Total Costs	Mandays	Total Costs	Mandays	Total Costs	Mandays	Total Costs	Mandays	Total Costs	
	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Unit Totals	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	

GRAND TOTAL COSTS														\$0.00
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Name of Subconsultant(s)				Mandays	Prime	Sub(s)	Total
				PDEA			0.00
				NES			
				HES-CS			0.00
				ROADWAY			0.00
				HYDRO			0.00
				OTHER			0.00
				Total Mandays*		0.00	

REVIEWED BY GROUP MNGT:	
REVIEWED BY UNIT HEAD:	

* Consultant and all Subconsultants



Field Scoping Meeting Worksheet

5/11/12

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

FIELD SCOPING MEETING WORKSHEET

Return with Comments to Division by (Two weeks prior to FSM)

FIELD SCOPING MEETING DATE:

TIP No.:

DIVISION:

COUNTY:

ROUTE (US / NC / SR):

PROJECT DESCRIPTION:

FUNCTIONAL CLASSIFICATION:

TIER:

MPO / RPO AREA:

MUNICIPALITY:

ATTENDEES	NAME (PRINT)	PHONE No	E-MAIL
DIVISION CONSTRUCTION ENGINEER	<input type="text"/>	<input type="text"/>	<input type="text"/>
AREA BRIDGE CONSTRUCTION ENGINEER	<input type="text"/>	<input type="text"/>	<input type="text"/>
DIVISION BRIDGE MAINTENANCE ENGINEER	<input type="text"/>	<input type="text"/>	<input type="text"/>
DIVISION UTILITY COORDINATOR	<input type="text"/>	<input type="text"/>	<input type="text"/>
DIVISION ENVIRONMENTAL OFFICER	<input type="text"/>	<input type="text"/>	<input type="text"/>
DIVISION RIGHT OF WAY REPRESENTATIVE	<input type="text"/>	<input type="text"/>	<input type="text"/>
HYDRAULICS REPRESENTATIVE	<input type="text"/>	<input type="text"/>	<input type="text"/>
PDEA REPRESENTATIVE	<input type="text"/>	<input type="text"/>	<input type="text"/>
NEU REPRESENTATIVE	<input type="text"/>	<input type="text"/>	<input type="text"/>
GEOTECHNICAL REPRESENTATIVE	<input type="text"/>	<input type="text"/>	<input type="text"/>
STRUCTURE DESIGN REPRESENTATIVE	<input type="text"/>	<input type="text"/>	<input type="text"/>
ROADWAY DESIGN REPRESENTATIVE	<input type="text"/>	<input type="text"/>	<input type="text"/>
LOCATION AND SURVEYS REPRESENTATIVE	<input type="text"/>	<input type="text"/>	<input type="text"/>
WORK ZONE TRAFFIC CONTROL REPRESENTATIVE	<input type="text"/>	<input type="text"/>	<input type="text"/>

5/11/12

PD & EA AND NEU UNIT (COMPLETED BY PDEA STAFF PRIOR TO THE FSM)

TRAFFIC FORECAST (AS PREPARED BY TRANSPORTATION PLANNING BRANCH AND PROVIDED BY PDEA)

Accident History:

-L-BASE YEAR (20) ANNUAL AVERAGE DAILY TRAFFIC % TRUCKS/DUALS

-L-DESIGN YEAR (20) ANNUAL AVERAGE DAILY TRAFFIC % TRUCKS/DUALS

SHOW -Y-LINE TRAFFIC IF APPLICABLE FOR BRIDGES OVER / UNDER

-Y-BASE YEAR (20) ANNUAL AVERAGE DAILY TRAFFIC % TRUCKS/DUALS

-Y-DESIGN YEAR (20) ANNUAL AVERAGE DAILY TRAFFIC % TRUCKS/DUALS

TRAFFIC SAFETY (AS PREPARED BY THE TRAFFIC SAFETY UNIT AND PROVIDED BY PDEA)

OPERATING SPEED: MPH

CRASH RATE:

WETLANDS AT SITE COMMENTS:

KNOWN ENDANGERED SPECIES POPULATIONS IN AREA COMMENTS:

TROUT OR TVA COUNTY COMMENTS:

CAMA COUNTY PRIMARY NURSERY AREA

MORATORIA IF YES-DURATION

COMMENTS:

IS WATER FEATURE CLASSIFIED AS A WILD AND SCENIC RIVER COMMENTS:

WHAT IS THE WATER QUALITY CLASSIFICATION FOR THIS PROJECT:

WILL A COAST GUARD PERMIT BE REQUIRED COMMENTS:

IS THE PROJECT SITE IN OR NEAR ANY OF THE FOLLOWING:

NATIONAL FOREST

WILDLIFE REFUGE

STATE, COUNTY, OR LOCAL PARK

AIRPORT

A LAKE FOR RECREATION OR POWER GENERATION

WATER SUPPLY RESERVOIR

NUTRIENT SENSITIVE WATERS

PUBLIC USE BOAT RAMP

CEMETARIES

WILL A FEDERAL ENERGY REGULATORY COMMISSION PERMIT BE REQUIRED

IS THE PROJECT AREA KNOWN FOR POTENTIAL INDIAN, COLONIAL, OR OTHER ARCHAEOLOGICAL SITES

KNOWN OR POTENTIAL HISTORIC PROPERTIES IN THE AREA

IS THE BRIDGE STRUCTURE ITSELF, OR ANY PART THEREOF, CONSIDERED HISTORIC

WILL THE PROJECT IMPACT A CHURCH, COMMUNITY CENTER, OR OTHER PUBLIC FACILITY

IS THIS PROJECT ON A STATEWIDE BICYCLE ROUTE OR A LOCAL NON-MARKED BICYCLE ROUTE

ANY CLARIFICATION OR COMMENTS ON ITEMS ABOVE:

Field Scoping Meeting Worksheet

ROADWAY DESIGN UNIT (COMPLETED BY ROADWAY DESIGN UNIT PRIOR TO FSM)

ALIGNMENT: EXISTING HORIZONTAL ☐

EXISTING VERTICAL ☐

POSSIBLE DESIGN STANDARDS ☐

POSSIBLE DESIGN SPEED ☐ (MPH)

POSSIBLE DESIGN EXCEPTIONS ☐ COMMENT ☐

APPROXIMATE PROJECT LENGTH ☐ (FT) NUMBER AND WIDTH OF LANES ☐

SHOULD THIS PROJECT HAVE CURB AND GUTTER OR SHOULDER APPROACHES ☐
COMMENT ☐

TOTAL SHOULDER WIDTH ☐ (FT) PAVED SHOULDER WIDTH ☐ (FT)

CLEAR ROADWAY ON STRUCTURE ☐ (FT)

WILL EXISTING DRIVEWAYS, BUSINESS ACCESS, -Y- LINES OR RAMPS NEED TO BE RELOCATED ☐
COMMENTS: ☐

IS THERE ADDITIONAL RIGHT OF WAY / PERMANENT EASEMENTS / TEMPORARY EASEMENTS ANTICIPATED FOR
CONSTRUCTION ☐ COMMENT ☐

ARE ANY RETAINING WALLS ANTICIPATED ☐

IS THERE A POSSIBILITY OF RELOCATEES ☐ IF SO, DESCRIBE ☐

ADDITIONAL COMMENTS: ☐

HYDRAULICS UNIT (COMPLETED BY HYDRAULICS UNIT STAFF PRIOR TO THE FSM)

WILL THIS PROJECT REQUIRE A FEMA PERMIT? ☐

IS THERE UNUSUAL SCOUR POTENTIAL? ☐ IS PROTECTION NEEDED? ☐

ARE BANKS STABLE? ☐ IS PROTECTION NEEDED? ☐

DOES STREAM CARRY APPRECIABLE AMOUNT OF LARGE DEBRIS? ☐

WILL THE PLACEMENT OF BENTS IN THE WATER BE ALLOWED ☐ COMMENTS ☐

WERE HYDRAULIC ALTERNATIVES BESIDES A BRIDGE CONSIDERED ☐ COMMENTS ☐

POSSIBLE SPAN LAYOUT: ☐



Field Scoping Meeting Worksheet

CONSTRUCTABILITY AND ACCESS (DISCUSSED AT THE FSM BY DIVISION BRIDGE MANAGER)

METHOD OF ACCESS:

TOP-DOWN

(WORK BRIDGE / CAUSEWAY) PROPOSED LOCATION RELATIVE TO EXISTING STRUCTURE:

PROPOSED LENGTH (FT) WIDTH (FT)

MATERIAL AND EQUIPMENT ACCESS TO SITE:

TRACTOR-TRAILER ACCESS BARGE ACCESS HEAVY EQUIPMENT ACCESS

POSTED ROADS AND POSTED BRIDGES IN VICINITY THAT MAY AFFECT ACCESS

ARE CONSTRUCTION STAGING AREAS AVAILABLE NEAR SITE

ANY ANTICIPATED AREAS OF TEMPORARY SHORING REQUIRED

ADDITIONAL COMMENTS:

ITEMS TO BE DISCUSSED / RESOLVED AT FSM BY ATTENDEES

LIST ALTERNATIVES TO BE STUDIED BY ROADWAY DESIGN:

- 1)
- 2)
- 3)

DESCRIBE ANY DISCUSSION REGARDING HOW THE ALTERNATIVES WERE DECIDED UPON, WHY CERTAIN ALTERNATIVES WERE REJECTED, AND IF AN ALTERNATIVE WAS SELECTED, WHY.



Landowner Notification Letter

- Alerts property owners of upcoming studies
- Solicits comments for public involvement



[DATE]

Dear Landowner:

The North Carolina Department of Transportation (Department) is constantly working to provide better and safer transportation facilities for public uses in North Carolina. The effects that these proposed facilities have on the human and natural environment are of great concern to the Department and must be adequately described in environmental documents, such as **Categorical Exclusion** or **Environmental Assessments**. As part of this process, the Department is obligated to identify and document environmental resources so that they can be avoided or impacts reduced. Streams and wetlands are two of the resources that must be identified during the review process. The Department has begun planning studies for the proposed replacement of Bridge No. **XX in XXXXXX County on (Road) over the (water body)**.

Over the next several weeks, representatives of the Department, as well as the US Army Corps of Engineers, Wilmington District, Regulatory Division, may be present on your property for the purposes of conducting or verifying the limits of waters and wetlands pursuant to Section 404 of the Clean Water Act and/or Section 10 of the Rivers and Harbors Act of 1899. These representatives will be wearing orange safety vests, have picture ID badges, and will be hanging pink and black flagging, or ribbons, on trees and shrubs to identify the limits of streams and wetlands, if present, on the property. This flagging **does not** indicate the location of a proposed transportation project, but it is very important in our environmental review process. Please do not disturb this flagging. You may contact the NCDOT Planning Engineer, listed below, to ascertain if the U.S. Army Corps of Engineers has issued a Jurisdictional Determination on your property, confirming the presence of streams and/or wetlands.

Alternative ways to maintain traffic during construction include building a temporary bridge next to the existing bridge or building the new bridge next to the existing bridge will be considered. NCDOT may consider closing the existing road during construction to replace the bridge. In this case, traffic would be detoured around the construction area on local roads for up to 12 months. The alternative chosen will depend on your comments, as well as current traffic use on the bridge, suitable detour routes, the quality of the current alignment, and the impacts on the human and natural environment.

Should you have general questions or wish to provide comments regarding the project, contact the NCDOT Planning Engineer **Planning Engineer, PE** at 1548 Mail Service Center, Raleigh, NC 27699-1548, phone 919-707-#### or via email **PlanEng@ncdot.gov**. Please reference the NCDOT project number **B-XXXX** when contacting the NCDOT Planning Engineer.

Thank you for your cooperation.

Sincerely,

Richard W. Hancock, P.E., Manager
Project Development and Environmental Analysis Unit

MAILING ADDRESS:
NC DEPARTMENT OF TRANSPORTATION
PROJECT DEVELOPMENT AND ENVIRONMENTAL ANALYSIS
1558 MAIL SERVICE CENTER
RALEIGH, NC 27699-1558

TELEPHONE: 919-707-6000
FAX: 919-250-4224
Website: www.ncdot.org/dow/bro/construction

LOCATION:
CENTURY CENTER, BUILDING A
1000 BIRCH ROAD DRIVE
RALEIGH, NC 27610



Study Area Map Example



Study Area Map Example



Divisions Determine Location of Meeting

