

Statement of Work

Introduction

The North Carolina Department of Transportation (NCDOT) has completed the environmental review for STIP Project R-5824, including approval of a Type I(A) Categorical Exclusion. The Project is advancing into the Right of Way (ROW), utility relocation, permitting, and preconstruction phases. Together with NCDOT, a consulting team will provide support to implement environmental commitments, obtain permits, coordinate with regulatory agencies, support ROW acquisition and utility relocations, let, and construction. The work shall be performed in accordance with the approved Categorical Exclusion and all applicable federal and state environmental regulations.

The Project totals \$21.1 million (in Year of Expenditure [YOE] dollars); \$3.6 million has already been spent on NEPA, Final Design, and Right of Way acquisition. The NSFLTP-eligible costs are therefore \$17.5 million.

Task 1 – Project Management and Coordination

The Team will support environmental compliance through construction authorization.

Subtasks shall include:

- Evaluate design modifications for consistency with the approved Categorical Exclusion.
- Prepare NEPA reevaluation documentation, if required.
- Verify permit compliance prior to construction authorization.
- Support resolution of environmental comments during Plans, Specifications and Estimates (PS&E) review.
- Provide environmental support through Project letting.

Deliverables

- Environmental Reevaluation (if required)
- Construction Authorization Environmental Certification
- Final Environmental Compliance Memorandum

Task 2 – Right of Way Support

The Team will continue to provide technical support during right-of-way acquisition. ROW acquisition is underway currently.

Subtasks include:

- Review right-of-way plans for consistency with Project commitments
- Support revisions to roadway plans resulting from ROW acquisition
- Coordinate with survey, design, utilities, and ROW staff
- Evaluate impacts of design modifications on Project cost, schedule, and constructability
- Prepare technical memoranda supporting design changes

- Assist with responses to ROW comments and field issues

Deliverables

- Technical Memoranda
- Design Revision Recommendations
- ROW Coordination Documentation

Task 3 – Final Design and Utility Coordination

The Team will support final plan development through Project letting.

Subtasks include:

- Review Plans, Specifications and Estimates (PS&E)
- Coordinate utility conflicts and utility relocations
- Support permit acquisition
- Coordinate with roadway, drainage, traffic, structures, and utilities
- Review constructability issues
- Assist with quantity and estimate updates
- Evaluate design modifications
- Support Project letting activities

Deliverables

- Design Review Comments
- Utility Coordination Documentation
- Permit Support
- PS&E Review Comments

Task 4 – Agency and Stakeholder Coordination

The Team will provide coordination with agencies and stakeholders throughout Project delivery.

Subtasks include:

- Coordinate with Fort Bragg regarding Project activities and access.
- Coordinate with local governments and emergency responders regarding roadway closures and detours.
- Support public outreach activities related to construction.
- Coordinate with permitting agencies as needed.
- Assist NCDOT in responding to agency and stakeholder comments.

Deliverables

- Meeting Summaries
- Agency Coordination Log
- Public Information Materials

Task 5 – Construction Support

The Team will provide technical and engineering support during the construction phase of the Project to facilitate timely resolution of design, right-of-way, utility, permitting, and field issues.

Services shall include, but are not limited to:

- Attend preconstruction conferences and construction progress meetings.
- Provide technical assistance to NCDOT construction staff, the Resident Engineer, and the Contractor regarding project plans, specifications, and special provisions.
- Review and respond to Requests for Information (RFIs) and Requests for Clarification (RFCs).
- Evaluate unforeseen field conditions and develop engineering recommendations and design modifications, as necessary.
- Prepare plan revisions, construction details, and supplemental drawings to address field conditions.
- Review contractor-proposed value engineering changes and determine potential impacts to project scope, schedule, cost, and constructability.
- Coordinate with utility owners to resolve conflicts identified during construction.
- Support maintenance of traffic and detour modifications necessitated by field conditions.
- Coordinate with property owners, local agencies, emergency services, and other stakeholders regarding construction activities when requested by NCDOT.
- Provide environmental and permitting support as needed to address permit compliance, design modifications, or unexpected site conditions.
- Assist NCDOT with resolving construction claims, differing site conditions, and other technical issues.
- Conduct site visits, document field conditions, and prepare technical memoranda supporting recommended actions.
- Review shop drawings and other contractor submittals, as requested by NCDOT.
- Assist with project documentation through substantial completion and final acceptance.

Deliverables

- Responses to RFIs and RFCs
- Design Revision Packages
- Supplemental Plan Sheets and Construction Details
- Technical Memoranda
- Utility Coordination Documentation
- Meeting Agendas and Minutes
- Field Review Reports
- Shop Drawing Review Comments
- Construction Issue Resolution Memoranda
- As-Built Review Comments
- Final Project Closeout Memorandum

Task 6 – Project Closeout

The Team will provide technical support through construction completion and Project closeout.

Subtasks include:

- Support final inspections and punch list development.
- Verify completion of project commitments and permit requirements.
- Assist in resolving final construction issues.
- Review record drawings and as-built plans.
- Support preparation of final project documentation.
- Assist NCDOT with final project acceptance and closeout activities.

Deliverables

- Punch List Documentation
- As-Built Plan Review
- Final Environmental and Permit Closeout Documentation (if applicable)
- Final Project Closeout Report