



## TECHNICAL PROPOSAL REPORT

<b>Agreement:</b> E01238	<b>Project Specific</b>	<b>Active</b>
<b>Name:</b> Replacement of Broad Run Road and College Avenue Bridges	<b>Selection Process:</b> Normal	<b>Initiating Org:</b> Engineering District 6-0
<b>Supplement:</b> 2	<b>Normal</b>	<b>Executed</b>
<b>Description:</b> add additional costs for drilling and lab testing for 3034-WCC.		

### Part 5 - SR 3034, Sec WCC - Final Design Services

#### Description

Final design services for the replacement of the Broad Run Road Bridge over the East Branch of White Clay Creek (SR 3034, Section WCC, MPMS 80060)

#### Task 1 - Project Management/Administration

##### Objective:

##### 2.1.1

This task consists of the administrative effort required by principals, project manager, and involved personnel to complete the project on time and within budget, and to provide a quality product.

##### 2.1.1.1

This task includes meeting preparation, attendance and documentation in the form of minutes. This includes Project Status, Design Review and Special Purpose Meetings.

##### 2.1.1.10

This task involves the consultation with various in-house departments or personnel.

##### 2.1.1.11

This task includes all coordination efforts (communication, meetings, obtaining clearances and approvals) with FHWA.

##### 2.1.1.12

This task includes the coordination of project activities with all of the regulatory/resource agencies.

##### 2.1.1.13

This task includes all coordination efforts with all consultants.

##### 2.1.1.16

This task involves the participation with the project team.

##### 2.1.1.2

This task consists of the effort needed to coordinate the design value engineering review procedures.

##### 2.1.1.3

This task consists of the effort to administer the QC/QA policies and procedures.

## 2.1.1.5

This task is the preparation of the project design schedule, identification of major milestones, and the critical path. Includes updating the schedule on a regular basis.

## 2.1.1.7

This task consists of periodically reporting project schedule and budget progress.

**Scope:**

## 2.1.1

Project Management involves the planning, scheduling, organizing and controlling of resources to achieve specific objectives within established schedule, budget and quality standards. The Project Manager is responsible for the tasks outlined in the Department Detail.

## 2.1.1.1

Attend all project meetings as necessary, including meeting preparation and minutes. Meetings will include but will not be limited to:

Project Status Meetings

Design Review Meetings

Special Purpose Meetings (e.g., Kick-off Meeting, Design Field View, etc.)

Public Meetings

Preparation for the meetings will include an agenda and any visuals necessary to conduct the meeting.

Meeting minutes will be prepared in a timely and accurate manner.

## 2.1.1.10

Meetings with in-house departments or personnel should be conducted on a regular basis or as needed. Document all meetings in the form of meeting minutes for the project file.

## 2.1.1.11

Coordination with the appropriate FHWA representative will be required throughout the entire design phase of the project. This will include correspondence, attendance at meetings, formal submissions, etc. FHWA participation in Scoping Field View should be in accordance with Publication 10/10A, Design Manual Part 1/1A.

## 2.1.1.12

1. Invite all regulatory/resource agencies to scoping field view meetings in accordance with Publication 10/10A, Design Manual Part 1/1A.
2. Discuss methodologies for identifying and analyzing environmental impacts with the regulatory/resource agencies and ask for their input.
3. Request regulatory/resource agencies' attendance at any project meetings/hearings.

## 2.1.1.13

Coordination with the appropriate Consultant representative(s) will be required throughout the entire design phase of the project. This will include project correspondence, attendance at meetings, review of invoice and formal submissions, etc.

## 2.1.1.16

Level 1 CEEs (Categorical Exclusion Evaluations) do not require field views, however, the CEE form can be used to guide the cultural scoping grounds for Level 1A CEEs. Although not strictly required on CEE Level 1A and 1B projects, serious consideration should be given to including the Bureau of Design on these projects.

Project Scoping will include conducting an engineering/environmental scoping field view of the project area and completion of a preliminary scoping

form (Publication 294).

Coordinate Scoping Field Views through the Highway Quality Assurance Division of the Bureau of Design. The determination of the requirement for a separate project needs document will be made by the District Environmental Manager for CEE Level 1A and 1B projects and by FHWA for CEE Level 2 projects. All projects that involve Level 2 CEE must involve the Bureau of Design Project Development Engineer. If historic resources could be impacted, the Department qualified cultural resource professional must be contacted.

1. Establish a Project Team. The Project Team is usually comprised of staff from PennDOT's originating office location, person(s) from PennDOT Central Office and FHWA.
2. Schedule a Scoping Field View with the Project Team.
3. Prior to the Scoping Field View visit, complete Part A and some of Part B of the Scoping Form.
4. Attend Scoping Field View and provide comments.
5. Develop an appropriate public/agency involvement plan in conjunction with the Team members at the Scoping Field View as outlined in PennDOT Publication 295.
6. Complete the entire Scoping Field View Form.
7. Distribute to attendees.

#### 2.1.1.2

The procedures for Value Engineering are found in Design Manual 1A.

The following items require coordination:

1. Selection of 5 man Value Engineering Team
2. Conducting the review
3. Preparation of the formal Value Engineering Report
4. Implementation of Value Engineering Review recommendation

#### 2.1.1.3

Quality Control and Quality Assurance practices and procedures need to be incorporated and administered.

PennDOT has implemented procedures to place additional responsibilities on consultants for quality of work. The consultants will be required to submit a corporate quality plan and submit job specific Quality Development plans for PennDOT approval. As part of quality reviews, process reviews, and IAPs, these plans and the consultants' conformance to them will be monitored, evaluated and documented.

Design Manual Part 1A can be used as a source of information to develop QC/QA policies and procedures.

#### 2.1.1.5

Develop the project design schedule using the WELCOM Open Plan software. The schedule should included all major milestones throughout the entire Design Phase from Preliminary Design to Contract Award and Execution. The project schedule should be updated on a regular basis and after major milestones have been completed.

#### 2.1.1.7

On a regular basis (i.e., monthly or as necessary) prepare a project status report of which should address the current status of the project schedule and budget. Note any areas of concern such as delays in the project schedule or potential cost overruns.

### **Detail Task 3 - Project Management/Administration**

**Department Details:**

Managing the additional drilling and testing costs.

**Approach:**

Johnson, Mirmiran and Thompson (JMT) and our subconsultant, AWK Consulting Engineers, Inc. (AWK), will comply with the Department's scope of work for this supplement for additional drilling and lab testing costs incurred due to the top of rock at the bridge site was deeper than expected. The District Project Manager gave permission to drill to top of rock and this additional drilling cost is included as part of this supplement. Also, the soil was soft enough to allow a Shelby tube sample to be successfully obtained. The District Geotechnical Unit approved the additional laboratory consolidation test for this sample. This additional laboratory test is included as part of this supplement.

**Consultant Hierarchy**

**Business Partner**

**DBE Type**

**Supervising BP**

Johnson, Mirmiran & Thompson, Inc.	No	
AWK Consulting Engineers, Inc.	Yes	Johnson, Mirmiran & Thompson, Inc.

**Attachments**

*No records found.*

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