

## TECHNICAL PROPOSAL REPORT

<b>Agreement:</b> E01268	<b>Project Specific</b>	<b>Active</b>
<b>Name:</b> Ackermanville Bridge		<b>Selection Process:</b> Modified <b>Initiating Org:</b> Engineering District 5-0
 <b>Supplement:</b> 3	<b>Normal</b>	<b>Executed</b>
<b>Description:</b> include additional hours under Part 4 in order to complete the required tasks and to extend the time of completion of the agreement		

### Part 4 - Consultation service for design build project

#### Description

To perform detailed review of design build team's design consultant submissions including consultation

#### Task 1 - Construction Consultation

##### Objective:

2.11.3 - Construction Consultation

This task is coordination with the contractor prior to issuance of the notice to proceed.

##### Scope:

2.11.3 - Construction Consultation

Upon contract execution, issue a Notice-to-Proceed letter and coordinate the scheduling of a pre-construction meeting.

#### Detail Task 1 - Construction Consultation / Administration

##### Department Details:

Additional Efforts required to complete the following tasks

#### PROJECT MANAGEMENT / ADMINISTRATION

Task involves project management and administration activities during the design/build construction of the bridge. Provide project management/administration as provided herein. Project manager will monitor and report on design/build team performance and project development and coordinate flow of information concerning the project.

##### a ) Meetings

Task involves design, review, construction and coordination meetings with the Department to progress the development of the design and construction of the bridge.

The consultant will prepare and distribute to appropriate parties the minutes of all meetings and telephone conversations where directions or decisions are made.

Assume there will be bi-weekly meetings per month for the duration of the construction phase of the project. Assume 1 attendee per meeting. The number of meetings necessary will be a function of the duration and complexity of the project.

b) Project Schedule Development and Maintenance

Schedule, once accepted, will be loaded into WelcomHome by District. All future schedule updating/progressing will be handled through WelcomHome.

All progress updates must be input / submitted via WelcomHome on a continual basis for the duration of the project.

c) Project Reporting

Provide project status report on a monthly basis.

Provide Progress reports that coincide with invoice periods. The reports should state the period the work was performed, the ECMS Agreement number, and the Agreement Part number. Itemize the work performed including management related tasks. Indicate if no work was performed under a particular task of a Part as applicable. Sequentially number the progress reports and cross reference the ECMS invoice number in the report. The consultant will provide additional information to support the progress reports as requested by the Department. Progress reports may be submitted by email or hard copy.

## SHOP DRAWINGS

The consultant will review and distribute the project shop drawings in accordance with the latest requirements of Design Manual 4. The consultant will review and check shop drawings required for the fabrication of materials necessary for the construction this project. This work will include the checking of geometry, principal dimensions, and material conformance with the contract plus specifications and standards. A shop plan status log will be maintained to ensure efficient checking procedures and incorporate changes as they occur. Shop Drawings will be stamped, signed, and returned to the contractor as per approved open plan schedule for contractor

## CONSTRUCTION CONSULTATION

The consultant will provide consultation services on an as needed basis during the construction period. This service may include time as required at the beginning of the construction to review construction plans with the contractor and the Project Engineer. This work will include attending preconstruction meeting, field views, and the review of all miscellaneous contractor submittals, if required by the Department.

**Approach:**

In accordance with the Department's Scope of Work. The AECOM Team has reviewed the needs and requirements of the project and agrees with the Department's Scope of Work, with the following additional detail:

This item of work shall consist of administration, design and plan review, shop drawing review, Requests-for-Information (RFIs) and construction consultation.

## PROJECT MANAGEMENT / ADMINISTRATION

The AECOM Team will provide project management and administration activities during the design/build construction of the bridge, culvert and roadway. Our project manager will monitor and report on design/build team performance and project development and coordinate flow of information concerning the project. AECOM will continue to manage and monitor project costs and ensure schedule compliance.

The AECOM Project Manager will coordinate with the Contractor/Final Design Team and the District Project Manager and will be the single point of contact for AECOM construction phase activities.

### a ) Meetings

The AECOM Team will attend design, review, construction and coordination meetings with the Department to progress the development of the design and construction of the bridge. We will prepare and distribute to appropriate parties the minutes of all meetings and telephone conversations where directions or decisions are made. AECOM will attend the pre-bid meeting, provide input regarding the design details, provide minutes of the meeting and answer contractor questions. We assume there will be bi-weekly meetings each month for the duration of the construction phase of the project. AECOM will assume 1 attendee per meeting.

We assume 4 meetings will be required over the balance of the construction schedule - assumed to be 12 months.

### b) Project Schedule

Development and Maintenance Schedule will be prepared by the Design Build Team and, once accepted, will be loaded into WelcomHome by District. All future schedule updating/progressing will be handled through WelcomHome.

### c) Project Reporting

The AECOM Team will provide project status report on a monthly basis. Progress reports will coincide with invoice periods. The reports will state the period the work was performed, the ECMS Agreement number, and the Agreement Part number and will itemize the work performed including management related tasks. We will also indicate if no work was performed under a particular task of a Part as applicable. We will sequentially number the progress reports and cross reference the ECMS invoice number in the report. AECOM will provide additional information to support the progress reports as requested by the Department. AECOM will submit progress reports by email or hard copy.

## SHOP DRAWINGS

We understand that the Shop Drawings will be reviewed by the Design-Build Team Designer. However, if requested by the Department, AECOM can assist with this task.

The AECOM Team will review and distribute the project shop drawings in accordance with the latest requirements of Design Manual 4. The AECOM Team will review and check shop drawings required for the fabrication of materials necessary for the construction this project. This work will include the checking of geometry, principal dimensions, and material conformance with the contract plus specifications and standards.

A shop plan status log will be maintained to ensure efficient checking procedures and incorporate changes as they occur. Shop Drawings will be stamped, signed, and returned to the contractor within ten (10) calendar days of receipt. Shop drawings that are re-submitted for revision will be reviewed and returned to the contractor within seven (7) calendar days of receipt of the submission.

## CONSTRUCTION CONSULTATION

The AECOM Team will provide consultation services on an as needed basis as required during the construction period. This service will include

time as required at the beginning of the construction to review construction plans with the contractor and the Project Engineer.

The AECOM Team will attend meetings and participate in conference calls as needed to resolve review comments.

This work will include attending pre-construction meetings, field views, and the review of all miscellaneous contractor submittals, if required by the Department.

## **Task 2 - Review for Design-Build**

### **Objective:**

#### 2.11.4 - Review for Design-Build

This task is to perform a detailed review of the design-build team's design consultant's submissions including the plan set for meeting the project's approved design criteria.

### **Scope:**

#### 2.11.4 - Review for Design-Build

##### Guidance:

- Publication 448, Innovative Bidding Toolkit

##### Scope:

The review process applies to design-build projects with tight timeframes and can enable the design-build team to meet the schedule and associated project requirements. Review can also apply to projects needing specialized expertise to review the design.

The scope of work will include the following activities:

1. Evaluate the design methods and design assumptions for compliance with Department criteria and standards, as applicable.
2. Evaluate the computer program used in design (or check of design using a different computer program acceptable to the Department).
3. Check manual calculations.
4. Check construction methods, including applicable safety regulations, when required, to ensure that the intent of the design can be realized.
5. Check of erection stresses, where applicable.
6. Check plans to ensure that design information is adequately and correctly presented.
7. Meet the design-build team's review times as stated in the design-build contract.

##### Scope Deliverables:

1. Provide comments regarding whether the specified plan set meets the project's approved design criteria to be submitted to both the Design-Build Team's designer and PennDOT.
2. Provide letter recommending approval as applicable of submissions including, but not limited to type, size and location, foundation submissions, and final plans.
2. Sign and seal the detailed review of the specified plan set and calculations in relation to the project's approved design criteria by the lead review engineer for the design-build team's peer review consultant.

## **Detail Task 1 - Review for Design Build**

### **Department Details:**

Additional efforts required to complete design reviews

### **DESIGN AND PLAN REVIEW**

#### **a) Reviewer**

All computations and plans must be computed and checked by qualified personnel and initialed as such.

#### **b) Review Times**

The consultant will adhere to the approved review time provided as an attachment and also could be find in project development check list for plan review and submission, that include but not limited to

(A) Preliminary Plans

(B) Final Plans

(C) Modifications .

(D) Appraisals

Review times begin and end when a submission is logged in and out, respectively, by all designated reviewers. The login time will be taken as the latest date in which the submission is received by the reviewers.

Submittals received after 12:00 pm will be logged in as the next working day following receipt of the submission. If a submission is incomplete or otherwise requires additional information or data to properly complete the review, the review time will begin as specified for the submission when all required information is received. All reviews must be completed by the consultant before they are submitted to the District for review. Partial reviews will not be accepted.

#### **c) Transmissions**

The consultant is responsible for coordinating submissions with the District and the selected Design Build Team.

#### **d) Reviews**

The consultant will review and distribute the following in accordance with the latest requirements of Design Manual 4: Contractor Environmental Compliance Plan, Final TS&L, Final Structure Plans and Calculations, As-Built Plans, Permits, Conceptual Roadway Plan indicating Line & Grade, Pavement Design, and Maintenance and Protection of Traffic Design. The consultant will review and distribute the following if the contractor's alternative requires Substructure Analysis, Utility Relocations, Erosion and Sediment Pollution Control Plan, and Right of Way.

#### **c) Project Reporting**

Provide project status report on a monthly basis.

Provide Progress reports that coincide with invoice periods. The reports should state the period the work was performed, the ECMS Agreement

number, and the Agreement Part number. Itemize the work performed including management related tasks. Indicate if no work was performed under a particular task of a Part as applicable. Sequentially number the progress reports and cross reference the ECMS invoice number in the report. The consultant will provide additional information to support the progress reports as requested by the Department. Progress reports may be submitted by email or hard copy.

**Approach:**

In accordance with the Department's Scope of Work. The AECOM Team has reviewed the needs and requirements of the project and agrees with the Department's Scope of Work, with the following additional detail:

**DESIGN AND PLAN REVIEW**

a) Reviewer

All computations and plans will be computed and checked by qualified personnel and initialed as such.

b) Review Times

AECOM Team understands that the Review Times are as follows:

15 working days for the first submission and 10 working days for subsequent submissions for all reviews except Structures, 15 working days for the first submission and 10 working days, and Right of Way reviews. Right of Way review times are (if required):

(A) Preliminary Plans - 15 working days for the first submission and 10 working days for each subsequent submission.

(B) Final Plans - 15 working days for the first submission and 10 working days for each subsequent submission.

(C) Modifications - Prepare and submit a revised Right-of-Way Plan for any changes to the Final Right-of-Way Plan determined necessary after the recordation.

(D) Appraisals - 15 working days for the first submission and 10 working days for each subsequent submission.

Review times begin and end when a submission is logged in and out, respectively, by all designated reviewers. The login time will be taken as the latest date in which the submission is received by the reviewers.

Submittals received after 12:00 pm will be logged in as the next working day following receipt of the submission. If a submission is incomplete or otherwise requires additional information or data to properly complete the review, the review time will begin as specified for the submission when all required information is received. All reviews must be completed by the consultant before they are submitted to the District for review. Partial reviews will not be accepted.

c) Transmissions

AECOM Team will coordinate submissions with the District and the selected Design Build Team.

d) Reviews

The AECOM Team will review the final design submissions prepared by the Contractor and/or the Contractor's final design engineer. These reviews will be in-depth technical reviews for compliance with Department Design Manuals, Strike-Off Letters, policies, and District requirements. Calculations will be checked line-by-line.

The submissions may include but are not limited to:

- Contractor Environmental Compliance Plan
- Final TS&L

- Final Structure Plans
- Final Foundation Report (Bridge)
- Bridge Design Calculations
- Final Roadway Plan including Line and Grade
- Pavement Design
- Cross Sections
- Traffic Control Plan
- Pavement Marking and Signing Plan
- Quantity Take-Offs
- Special Provisions
- Tabulation Sheets
- As-Builts

The AECOM Team will issue review comments to the Contractor and/or the Contractor's final design engineer.

The AECOM Team will utilize and maintain an FTP site for coordinating submissions with the District and the selected Design Build Team.

e) Project Reporting

The AECOM Team will provide project status report on a monthly basis. Progress reports will coincide with invoice periods.

The reports will state the period the work was performed, the ECMS Agreement number, and the Agreement Part number and will itemize the work performed including management related tasks. We will also indicate if no work was performed under a particular task of a Part as applicable. We will sequentially number the progress reports and cross reference the ECMS invoice number in the report. AECOM will provide additional information to support the progress reports as requested by the Department. AECOM will submit progress reports by email or hard copy.

**Consultant Hierarchy**

**Business Partner**

**DBE Type**

**Supervising BP**

AECOM Technical Services, Inc.

No

**Attachments**

***No records found.***

You are currently logged in as **Roland L. Rode**.