

**Selection Number S-134-14**  
**National Environmental Policy Act (NEPA) and**  
**Section 404/401 of the Clean Water Act (CWA) Permitting Compliance**  
**General Scope of Services**

In the development of the subject project, the CONSULTANT shall be responsible for NEPA compliance in accordance with 23 CFR Parts 771 and 772, as well as any related, current/latest guidance promulgated by Federal Highway Administration (FHWA), as of the date of executed contract. In addition the CONSULTANT shall be responsible for compliance with section 404/401 of the Clean Water Act. The below general scope of services shall be considered and referenced when scoping detailed work assignments and any associated assumptions.

**TASK 1: Project Management**

This effort will include any necessary coordination between CONSULTANT and necessary entities to carry out the scope of services. Coordination shall involve periodic meetings, reviews, and correspondence in order to inform SCDOT of project issues, strategic plans, designs, and progress.

The scope of this effort shall include but not be limited to the following:

- Project meetings with SCDOT, FHWA, USACE, and/or other agency staff
- Prepare agenda, handouts, minutes, and other materials for all meetings
- Prepare monthly status reports and milestone schedules for all projects on this contract, to be submitted to SCDOT by the 10<sup>th</sup> day of the month.
- Forecast start and completion dates for each activity
- Coordinate/communicate with other entities as needed to maintain project schedule

**TASK 2: Initial field surveys and project initiation**

- A. Field Reconnaissance - Within two weeks of the date that SCDOT executes the contract for the subject project(s), and prior to commencement of design and/or NEPA compliance, the CONSULTANT shall perform a desktop and field reconnaissance including but not limited to: assessing readily available GIS data (soils, hydrography, National Wetlands Inventory) followed by a jurisdictional stream and wetlands delineation/survey, TES habitat observation, and inspection for potential presence of archaeological, historic and cultural resources. This information will be collected and recorded in the Project Screening Report (Attachment?). If the Project Screening report is complete upon contract initiation then this task will be considered complete.
- B. Permit Strategy - Within two weeks of the date that SCDOT executes the contract for the subject project(s), and prior to commencement of design and/or NEPA compliance, the CONSULTANT, in coordination with SCDOT, shall make a determination of the environmental and/or navigational permits expected to be required for the subject project on a permit determination form (Attachment A), which includes environmental and navigational permitting-related information necessary for the SCDOT to complete the Notice of Intent (NOI) for NPDES (stormwater) General Permit for SCDOT SCR160000, and provide the completed form to the Environmental Section of SCDOT.
- C. SCDOT, in coordination with CONSULTANT and FHWA, will determine appropriate level of documentation for the project. The CONSULTANT shall use the applicable template /

example provided by SCDOT. SCDOT will be afforded the opportunity to review and approve any correspondence, contact or communication with the FHWA, State and Federal agencies, and regulatory agencies in advance. As directed by the SCDOT (for larger projects), the CONSULTANT shall schedule an onsite meeting with the USACOE, SCDHEC, SCDNR, and USFW (specifically with SCDOT liaisons at each of these agencies) to review the proposed project, discuss any particular regulatory concerns, and establish a timetable for acquisition of the permit. The CONSULTANT shall make determination of the aquatic significance of the stream, and confirm these findings with resource and regulatory agency personnel. If an Environmental Assessment is required, the CONSULTANT shall additionally provide a FONSI recommendation letter in the format specified by SCDOT (SCDOT will provide a template/example).

- D. Jurisdictional Wetlands - As required by the potential presence of jurisdictional areas, the CONSULTANT shall delineate wetlands utilizing the three-parameter approach (hydric soils, hydrophytic vegetation and wetland hydrology) set forth in the 1987 USACOE Wetland Delineation Manual. Identification and marking of any upland/wetland boundaries with sequentially numbered flags. Furthermore, the CONSULTANT will be required to delineate all streams and linear features located within the project boundary. Additionally, using sub-meter GPS or survey data, the CONSULTANT will plot the jurisdictional boundaries on both a surveyed map (in a manner consistent with SCDOT Road Design custom line style for wetlands and other waters of the U.S.), and a Digital Ortho Quad or other acceptable aerial photography based digital image. Within 2 weeks of completion of the delineation, the CONSULTANT shall provide an electronic copy of the file that is produced to SCDOT Permitting Manager and Survey Division (Bob Bozard).

The CONSULTANT shall provide an assessment and documentation of site conditions as to the presence and/or absence of wetland areas. The CONSULTANT shall submit to the SCDOT Environmental Office: 1) a current completed ACOE Delineation Worksheets and, 2) either a copy of the completed request for an approximation letter or if jurisdictional waters of the U.S. are being impacted by the project, a copy of the completed Wetland Determination Request as submitted to the Charleston District Corps of Engineers.

If jurisdictional waters of the U.S. are being impacted by the project, then the CONSULTANT shall submit a Preliminary Jurisdictional Determination Request to the Charleston District Corps of Engineers (submit 2 copies of the JD request to SCDOT), secure the Jurisdictional Determination (JD) letter from the Corps, and include a copy of the JD letter with the permit application (by reference at a minimum) and/or, if applicable, in the environmental document (refer to Task 2, Item N).

If a Clean Water Act (CWA) Section 404/401 permit is required, the CONSULTANT shall include a separate biological assessment report regarding the project effects on any State recognized rare, threatened, or endangered species.

Refer to Tasks 3-5 for further related work requirements.

### **TASK 3: Environmental Analysis and Review**

- A. If an Environmental Assessment is required, the CONSULTANT shall prepare a Letter of Intent (LOI) in the style/format of an example LOI, to be furnished by SCDOT and, following SCDOT approval of the LOI, disseminate the LOI to the appropriate persons/entities, as

outlined in 23 CFR Part 771, together with additional persons/entities as directed by SCDOT, and provide copies of the correspondence to SCDOT.

- B. Impact Assessment Form - The CONSULTANT shall also include a completed SCDOT Impact Assessment Form as an appendix to application and/or environmental document (*Attachment B*). The CONSULTANT shall fill out the entire SCDOT Impact Assessment Form (*Attachment B*) when preparing any permit application (included under Jurisdictional Determination) or associated NEPA document. SCDOT Environmental Section will review each completed Impact Assessment Form to ensure that the form is completed to SCDOT's satisfaction.
- C. Land Use - The CONSULTANT will include a discussion of the existing land uses within the project study area and any future land use plans for the area.
- D. Farmlands – CONSULTANT will include a discussion of farmland impacts, including a determination of the presence of prime or unique farmlands or farmlands with statewide importance. Coordination with the NRCS, including completion of Form AD-1006, and review of the alternatives pursuant to the Farmland Act will be completed.
- E. Cultural Resources (Historical, Archaeological) – Investigations shall be conducted as required. Cultural resource reports will comply with state and federal requirements. However, with findings of up to five non-significant sites, a form report format (provided by SCDOT) will be utilized. All SHPO coordination shall occur through SCDOT.
- F. Section 4(f) / 6(f) - CONSULTANT shall identify properties within the project corridor that are protected under Section 4(f) or Section 6(f) and the impacts of the project on the resource(s). If necessary, a Draft and Final Section 4(f) Evaluation and/or programmatic 4(f) shall be prepared.
- G. Parks and Recreational Areas – CONSULTANT shall identify these areas within the project area and the impacts of the project on the resource(s).
- H. Social and Economic - CONSULTANT shall develop a description of the existing demographic, social, and land use conditions.
- I. Displacements – CONSULTANT will perform a relocation study to identify all potential business and residential relocations that will occur as a result of the project.
- J. Environmental Justice - CONSULTANT shall identify any low-income and/or minority areas within the general project area, using US census data and determine if there are potentially disproportionately high and adverse effects on these population as a result of the project.
- K. Noise - The Consultant shall perform noise analyses according to 23 CFR Part 772 and the SCDOT Traffic Noise Abatement Policy. In accordance with the SCDOT Traffic Noise Abatement Policy the Consultant will utilize the latest software specified by the FHWA, identify sensitive receivers in the project corridor, measure existing noise levels and predict future noise levels for all build alternatives under consideration in NEPA document. This includes all reasonable alternatives, but not alternatives rejected for detailed analysis because they are not reasonable. The preliminary noise analysis will model the most conservative noise environment to determine the feasibility and reasonability of noise abatement for any

noise impacts. If noise abatement is determined to be needed, the Consultant shall consider the following noise abatement measures as a means to reduce or eliminate the traffic noise impacts.

1. No Build.
2. Changing the project's horizontal and vertical alignment
3. Traffic control measures
  - i. Traffic control devices
  - ii. Signing for prohibition of certain vehicle types
  - iii. Time-use restrictions for certain vehicle types
  - iv. Modified speed limits
  - v. Exclusive lane designations
4. Construction of a noise barrier, either an earthen berm or freestanding wall

Once a preferred alternative is recommended, the Consultant shall complete a detailed noise analysis for any noise abatement that was determined feasible and reasonable during the preliminary noise analysis.

If a noise barrier is determined to be feasible and reasonable based on the detailed noise analysis, then a detailed noise barrier analysis will be completed. If applicable, the Consultant shall be responsible for holding a public involvement meeting to solicit viewpoints from the benefitted receptors.

The Consultant will be responsible for preparing a complete noise analysis document in accordance with the SCDOT Traffic Noise Abatement Policy. The documentation should clearly describe each alternative under study and detail the adjacent land uses. The report shall be formatted into the following general sections:

1. Executive Summary – Not necessary for reports less than 10 pages in length.
2. Table of Contents - Not necessary for reports less than 10 pages in length.
3. Introduction and Project Information
4. Methodology and Assumptions
5. Traffic Noise Impacts
6. Consideration of Abatement
7. Construction Noise
8. Coordination with Local Officials
9. Appendices

L. Air Quality – The CONSULTANT shall provide a discussion regarding the overall effects of the project on air quality, and indicate the Attainment or Non-Attainment status of the county of the roadway is to be improved or constructed. For roadway improvements involving additional capacity, the CONSULTANT shall consult with SCDOT regarding the particular scope of work involved in completing this section.

M. Hazardous Waste and Underground Storage Tanks – In assessing the environmental liabilities associated with the proposed new right of way, the CONSULTANT shall complete the appropriate / applicable elements of a Phase I Environmental Site Assessment (ASTM 1527), or, if necessary, up to All Appropriate Inquiry (AAI) pursuant to 40 CFR Part 312.

N. Wetlands / Water Quality – Following completion of Task 1, the CONSULTANT shall quantify the anticipated impacts to waters of the U.S., and provide a qualitative discussion

regarding the types of streams, wetlands, and other waters of the U.S. being impacted in the context of the adjacent and surrounding waters of the U.S., including proximity of 303(d), TMDL, ORW, tidal, and shellfish beds. If the project would be constructed in the vicinity of 303(d), TMDL, ORW, tidal, and shellfish beds, then stormwater control measures, both during construction and post-construction would be required in accordance with the SCDOT's MS4 Permit.

The CONSULTANT shall also include a discussion regarding the overall effects of the planned improvements to water quality. When requested by the SCDOT, the CONSULTANT shall prepare required state and federal navigational and wetland permit applications, perform interagency and/or liaison presentations as necessary, negotiate/secure such permits (including necessary correspondence), and perform related environmental studies including, but not limited to, field investigations/surveys, mitigation planning and site selection and natural stream design.

- O. Natural Resources / Endangered Species Survey - CONSULTANT will perform a natural resources investigation, which will describe the project area, including vegetation, wildlife, wetlands/waters of the U.S., water quality, federally listed threatened or endangered species/habitat evaluation, soils, topography and anticipated impacts to each resource. The results of the investigation will be incorporated in the environmental document, and/or, when required by the SCDOT, documented in a Natural Resource Technical Memorandum (at a minimum, the CONSULTANT shall comply with Section 7 of the Endangered Species Act, and provide the corresponding biological assessment report to the SCDOT). If applicable, three hard copies of the technical memo will be provided to SCDOT. If informal consultation with the U.S. Fish and Wildlife Service (USFWS) is required, then the CONSULTANT shall also be responsible for performing this part of the project development process on behalf of SCDOT. Any concessions in either the scope of work or construction activities or mitigation measures will require prior SCDOT approval, and once approved by USFWS, shall be included as an environmental commitment in the environmental document. Any correspondence or communication with USFWS must receive prior approval by SCDOT. If formal consultation is required, FHWA will initiate and handle, but the Consultant will be required to provide supplemental information. If a Clean Water Act (CWA) Section 404/401 permit is required, the CONSULTANT shall include a separate biological assessment report regarding the project effects on any State recognized rare, threatened, or endangered species.
- P. Floodplains – Based on the results of a hydraulic design study performed according to SCDOT Guidelines for Hydraulic Design Studies the following statements should be included in the environmental document where applicable: Regarding FEMA designated floodways, the CONSULTANT shall include either a ‘no effect’ statement or a ‘conditional letter of map revision;’ otherwise the CONSULTANT shall include a statement that “based on the hydraulic analysis of the pre-construction and post-construction discharges, the planned roadway improvements will have no significant impact on either flood elevations or flood widths.” A floodplain checklist will be completed and included as an Appendix to the environmental document. For all bridge replacement projects, a qualified Hydraulic Engineer will complete the Bridge Replacement Scoping Trip Risk Assessment Form. The results of the assessment will be summarized in the NEPA document and the completed assessment form will be attached as an appendix.
- Q. Indirect and Cumulative Impacts - The CONSULTANT shall use the 8-step process provided by guidance from NCHRP and CEQ for evaluating potential indirect and cumulated impacts.

The CONSULTANT shall consult with SCDOT regarding the particular scope of work involved in completing this section.

- R. 404(b)(1) Guidelines - The CONSULTANT is to apply the Section 404(b)(1) Guidelines in the environmental review process. During the screening process of evaluating alternatives the CONSULTANT is to use and document how the 404(b)(1) guidelines are used in the selection of the preferred alternative. This information is to be included in both the NEPA document and the 404 Permit applications.
- S. Public Interest Review Factors - The CONSULTANT should evaluate the preferred alternative using all the USACE Public Interest Review Factors. The detail evaluation should be included in both the NEPA and 404 Permit applications.

**TASK 4: Public Involvement**

The CONSULTANT shall be responsible for coordinating the public involvement associated with the project with the NEPA Coordinator. The necessary level of public involvement will be determined on a project-by-project basis in coordination with the Program Manager and NEPA Coordinator. If a public information meeting or a public hearing is needed, the CONSULTANT shall be responsible for conducting the meetings in accordance with the SCDOT Public Involvement Plan. Tasks may include:

- A. CONSULTANT shall coordinate the date and location of the meeting with SCDOT personnel and will prepare the newspaper ad for the Public Notice. CONSULTANT shall provide security guards from local law enforcement agencies or private security firms for all noise meetings with benefited communities and the public hearings.
- B. CONSULTANT shall prepare any and all related public hearing materials, (deliverables would include displays, handouts, comment forms, sign-in sheets and public hearing booklets). The information contained in the public hearing booklet will be consistent with the information contained within the environmental document. CONSULTANT shall provide draft copies of all materials to be used in public meetings or hearings to SCDOT and FHWA for review a minimum of 10 business days prior to printing. CONSULTANT will coordinate to have a police presence at the public hearing and the court reporter.
- C. CONSULTANT shall prepare responses to each comment received as a result of a public hearing and/or the public availability of the environmental document for SCDOT to review and distribute (up to 150 comments and responses assumed).
- D. The CONSULTANT shall also prepare a public hearing certification according to 23 CFR Part 771 using the format specified by SCDOT.

**TASK 5: Environmental Documentation**

The CONSULTANT shall address the following:

- A. Purpose and Need - CONSULTANT will outline background that led to initiation of proposed action. A description of the need for the action, along with specific components (i.e. goals, objectives, benefits to be gained by the public, etc.) will be included.
  - 1. Reasonable Availability of Funding
  - 2. Existing Facility - CONSULTANT will prepare description of existing roadway characteristics, safety conditions, Level of Service (LOS), etc.
  - 3. Proposed Facility - CONSULTANT will prepare description of proposed the roadway facility/improvements, anticipated LOS, etc.

4. Reasonable Availability of Funding - In accordance with the supplemental guidance provided by FHWA on February 9, 2011, the environmental document will include an explanation of how the project is consistent with the Long Range Statewide Transportation Plan or the Transportation Improvement Program. The environmental document will also include how the project would be funded through completion and reference The Statewide Transportation Improvement Program. The CONSULTANT will refer to the document entitled *Supplement to January 28, 2008 "Transportation Planning Requirements and Their Relationship to NEPA Process Completion"* for further guidance.

B. Alternatives – In coordination with both the NEPA and Permitting manager, the CONSULTANT will complete a rigorous alternatives analysis, including a discussion of all alternatives considered and a detailed discussion of reasonable alternatives considered and basis of elimination. Throughout the project development process, from preliminary design through the development of right-of-way plans, the CONSULTANT shall record of any decisions regarding alternatives, and the CONSULTANT shall provide such records to SCDOT Environmental Section at the time that the environmental document is submitted for their review and approval. SCDOT reserves the right the coordinate the draft alternative analysis with FHWA and/or USACE prior to completion of the document. The alternative analysis matrix needs to be extensive enough to to ensure compliance with Section 404(b)1 of the CWA. For Environmental Assessments, an alternatives matrix should be prepared, but not limited to.

1. No-build
2. Transportation system management
3. Build Alterations

C. Existing Conditions and Environmental Consequences

D. Agency and Public Involvement - CONSULTANT shall outline any interagency and/or public involvement activities that occur during the project development process.

**TASK 6: Permit Acquisition** (*Applies to: Individual 404/401 Permit, SCDOT/Chas. Dist. Corps of Engineers General Permit #2005-14-001 Authorization, Critical Area Permits, Navigational Permits. Nationwide Permits*)

Preparation and Submittal of a Clean Water Act Section 404/401 Application - If a Clean Water Act Section 404/401 permit is applicable, then the CONSULTANT shall prepare the 404/401 permit application in the format specified by the Charleston District Corps of Engineers and the attached SCDOT Checklist (Attachment C). In the completed application, the CONSULTANT shall document all proposed impacts to Waters of the U.S. At its discretion, SCDOT will execute the Joint State and Federal Application form as the applicant, and will designate the CONSULTANT as SCDOT's agent in the processing of the permit application for the subject project and in furnishing supplemental information in support of the application.

In some instances, however, SCDOT may, opt not to identify any firm as their agent in this matter on the Joint State and Federal Application form. Even if no agent is identified on the Joint State and Federal Application form, the CONSULTANT shall be responsible for furnishing all of the supplemental information in support of the permit application as described herein, and the CONSULTANT shall be assigned all of the fiduciary duties and responsibilities associated with permit acquisition, and for all of the tasks, duties and responsibilities outlined herein, with the only distinction being that all of this information shall be provided to SCDOT, which will then

forward the information to the Charleston District Corps of Engineers or SCDHEC as the applicant (i.e., all of the supplemental information in support of the application shall be forwarded to the regulatory agencies on SCDOT letterhead, and all communication with the resource or regulatory agencies shall originate with SCDOT).

If the project scope and the anticipated impacts to waters of the U.S. meet the criteria of the Department's General Permit agreement with the Charleston District Corps of Engineers, then the CONSULTANT shall prepare an application according to the template/example provided by SCDOT (the application package is very similar to that of an Individual 404/401 Permit application, with the exception that no property owners addresses are required, and in some instances 11" X 17" plans, with a title block, depicting the proposed impacts will suffice). The CONSULTANT shall provide clear indication on the joint state and federal 404 permit application form that we are seeking authorization under the SCDOT's general permit agreement. Additionally, when seeking General Permit authorization, the CONSULTANT shall reference the Corps issued project number (the SAC #) assigned to the associated jurisdictional determination (the SAC #) or approximation letter (the SAC #) on the joint state and federal permit application form.

- A. Preparation of Drawings and Maps - As part of the Clean Water Act Section 404/401 permit application package, the CONSULTANT shall submit drawings depicting the proposed impacts to waters of the U.S. on the subject property, including fill placed for construction of the new facility, as well as any impacts from mechanized land clearing (clearing and grubbing), and any impacts to jurisdictional streams (e.g., culvert extensions, stream channel re-alignments or the placement of riprap in stream channels). The CONSULTANT shall include the surveyed or measured boundaries of jurisdictional waters superimposed on the actual development/grading plans to establish the proposed jurisdictional impacts. (See Attachment "C" for the examples of the additional drawings and maps required for the Section 404/401 application).
- B. SCDOT Impact Assessment Form Completed - The CONSULTANT shall include the entire completed SCDOT Impact Assessment Form as an appendix to the completed permit application and/or environmental document if applicable (Attachment B). SCDOT Environmental Section will review each completed Impact Assessment Form to ensure that the form is completed to SCDOT's satisfaction.
- C. Agency Coordination Prior to NEPA approval - Following dissemination of the Joint Public Notice (or GP authorization request) for the project and prior to the reconnaissance of the project site by any of the regulatory or commenting agencies, the CONSULTANT shall meet with representatives of SCDOT, the Chas. Dist. Corps of Engineers, SCDHEC, SCDNR and USFWS (specifically, SCDOT liaisons at these agencies when practicable) to discuss the project and to answer any questions (for this meeting, a conference call will suffice). When applicable, the participants in any such meeting/conference call should include representatives of the U.S. EPA and/or NOAA Fisheries. Another such meeting (or conference call) should occur following the agencies reconnaissance of the project site to clarify any concerns and to address any questions prior to the release of any official comments by those agencies during the 30-day Joint Public Notice period. If the project involves any new roadway alignment, the CONSULTANT shall additionally provide a tour of the project corridor for representatives of the regulatory and commenting agencies (SCDOT liaisons where applicable or practicable) as they conduct their reconnaissance of the project site.



- D. Negotiations and Permit Acquisition - The CONSULTANT would be in contact with the USACOE, SCDHEC and other federal, state and local regulatory personnel throughout the course of the permit application process, and coordinate the submission of any additional information as requested by the respective agencies in order to facilitate permit acquisition. All deliverables being submitted to USACE and/or other agencies is to be submitted by SCDOT Environmental Service Division, NOT the CONSULTANT. The CONSULTANT shall inform SCDOT of all communications involving the subject property. The CONSULTANT is responsible for securing all permits/certifications involved with acquiring an approved USACE to include but not limited CZC, CAP, Navigational water, & 401 water certification.

The CONSULTANT shall also include a discussion regarding the overall effects of the planned improvements to water quality. When requested by the SCDOT, the CONSULTANT shall prepare required state and federal navigational and wetland permit applications, perform interagency and/or liaison presentations as necessary, negotiate/secure such permits (including necessary correspondence), and perform related environmental studies including, but not limited to, field investigations/surveys, stormwater management plans, Endangered Species Act Compliance, natural systems studies/reports, cultural resources surveys (National Historic Preservation Act Section 106 compliance), NEPA compliance (or assistance with one or more aspects of NEPA compliance), mitigation planning and site selection and natural stream design.

The CONSULTANT shall also furnish supplemental information in support of the Section 404/401 permit application, or SCDOT's Corps General Permit authorization request (e.g., NEPA, Threatened & Endangered Species Report, clarification, additional information or responses to comments, etc.). The CONSULTANT, with SCDOT review and approval, shall also be responsible for expediting approval of the permit, coordinating any concessions in the project scope or in the mitigation, or special permit conditions requested by any of the resource or regulatory agencies. The CONSULTANT will also prepare the appropriate responses to agency or public comments received as a result of the public notice or from the dissemination of a General Permit authorization request, as directed by the Environmental Section of SCDOT. SCDOT is to submit the permit application and any of the supplemental information provided in support of the application (e.g., clarification, additional information or responses to comments, etc.), including any communication (e.g., e-mail, facsimile, phone calls, meetings, etc.), to the Charleston District Corps of Engineers (or other review and regulatory agencies) .

- E. Compensatory Mitigation Plan – In coordination with SCDOT and in accordance with regulatory requirements, The CONSULTANT will develop a conceptual mitigation plan and submit it as part of the application package. The applicant will follow current ACOE mitigation guidance in exploring potential mitigation opportunities.
- F. Critical Area Permits - If a Critical Area Permit is required for the subject project (i.e., when impacts are to tidal areas along SC coast or a Critical Area Permit is being sought in conjunction with a Nationwide permit, General Permit, or Individual 404 Corps Permit), then the CONSULTANT shall prepare an application according to the latest guidance promulgated by the SCDHEC Office of Ocean and Coastal Resource Management (OCRM). The CONSULTANT shall also furnish all supplemental information in support of the application (e.g., critical line verification, plat stamped by professional land surveyor showing approved OCRM critical line, clarification, additional information or responses to comments, etc.). The CONSULTANT shall be responsible for expediting approval of the permit and for preparing

the appropriate responses to the comments received as a result of the public notice, as directed by the Environmental Section of SCDOT. SCDOT reserves the right to review and approve both the Critical Area Permit application and any of the supplemental information provided in support of the application (e.g., clarification, additional information or responses to comments, etc.) before it is submitted on our behalf.

The CONSULTANT shall schedule an onsite meeting with the USACOE, SCDHEC, SCDNR, and USFW (specifically with SCDOT liaisons at each of these agencies where practicable) to review the proposed project, discuss any particular regulatory concerns, and establish a timetable for acquisition of the permit. The CONSULTANT may make determination of the aquatic significance of the stream, and confirm these findings with resource and regulatory agency personnel.

- G. Navigational Permitting - If a U.S. Coast Guard is required for the subject project, then the CONSULTANT shall provide a completed application for submission to the 7th District Coast Guard, according to the latest guidelines promulgated by the U.S. Coast Guard. The CONSULTANT shall also furnish all supplemental information in support of the application (e.g., clarification, additional information or responses to comments, etc.). The CONSULTANT shall also be responsible for expediting approval of the permit and for preparing the appropriate responses to the comments received as a result of the public notice, as directed by the Environmental Section of SCDOT.

If a State Permit to Construct in Navigable Waters is required for the subject project, then the CONSULTANT shall prepare an application according to the State Regulation 19-450, and the latest guidance promulgated by SCDHEC. .

- H. Additional Agency Notification – Additionally, the CONSULTANT shall provide concurrence from the State Historic Preservation Office regarding the anticipated project effects to any cultural resources, as well as either a biological assessment report (for those projects having “no effect” on any federally listed species or habitat) or a Section 7 sign-off/concurrence from the U.S. Fish & Wildlife Service with any Section 404. Pending availability, the CONSULTANT shall provide a copy of the NEPA document (CE, EA, or EIS) as part of the 404 permit application.
- I. The CONSULTANT is responsible for all fees and newspaper publications to be reimbursed as a direct expense at time of invoice.

## **NOTICE TO ALL CONSULTING ENGINEERING FIRMS**

Solicitation Number S-134-14

The **SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION (SCDOT)** requests a letter of interest and a current resume of qualifications from all interested consulting firms experienced in providing **Environmental NEPA & Permitting** on an on-call basis necessary to provide support to SCDOT Staff in accordance with Federal and State laws and regulations. Requested services include but are not limited to the following Primary Objectives: (1) NEPA studies and documentation. (2) Jurisdictional determinations. (3) Public Involvement. (4) Permit submittals. (5) Identification of mitigation.

The proposed solicitation will span a three (3) year time frame. The SCDOT will select up to six (6) firms with a maximum total amount not to exceed \$10,000,000. Consultants will be evaluated and ranked based on their score during the selection process. Work will be assigned on a Statewide Basis (see supplemental information).

Supplemental information associated with this solicitation is located at the following link:  
[http://www.scdot.org/doing/constructionLetting\\_Services.aspx](http://www.scdot.org/doing/constructionLetting_Services.aspx).

For questions, please contact the SCDOT Contracting Officer, Wendy Hollingsworth, at (803) 737-0746 or via email at [Hollingswg@scdot.org](mailto:Hollingswg@scdot.org). Electronic Submissions are due no later than 2:00 PM, June 23, 2014.

## Supplemental Information for Environmental NEPA and Permitting Services

Solicitation Number S-134-14

The proposed solicitation will span a three (3) year time frame. The SCDOT will select up to six (6) firms with a maximum total amount not to exceed \$10,000,000.00. Consultants will be evaluated and ranked based on their score during the selection process. Consequently, work under each On-Call will initially be assigned based on the consultant's ranking. Once the list has been exhausted, work will then be assigned to best maintain equity in the value of work unless an exception is approved. Exceptions are warranted when specialized experience or knowledge to specific project is required and will require justification. Work will be assigned on a Statewide Basis.

NOTE: Work awarded under this solicitation includes projects that are being administered by SCDOT and funded by other governmental entities pursuant to an IGA or LPA agreement between the SCDOT and the governmental entity. In those cases, a separate agreement between that governmental entity and the consultant will be prepared and administered by SCDOT to cover the services.

A detailed scope of services is located under this solicitation number (S-134-14) @ [http://www.scdot.org/doing/constructionLetting\\_Services.aspx](http://www.scdot.org/doing/constructionLetting_Services.aspx).

In consultant selection, the SCDOT will consider and conduct a comparative ranking of the firms submitting based upon the following:

50%	Experience, qualifications, and technical competence of the staff proposed for the type of work required
25%	Past performance of the firm/team on similar type projects, responsiveness to the SCDOT, and the availability/readiness of the proposed staff
10%	Team composition; ability of firm to perform all aspects of the services
10%	Familiarity of the firm/team with SCDOT practices and procedures
5%	DBE utilization plan

The proposal must contain the following: letter of interest, current resume of qualifications, a direct response to each of the selection criteria identified above, and Standard Form 330 (SF 330) as required by the Federal Acquisitions Regulations. All parts of the SF 330 must be completed in its entirety for the prime consultant, any sub-consultants and any sub-contractors.

Consultants are prohibited from submitting on multiple proposals as the prime consultant in response to this advertisement. The preceding, with the exception of SF 330, shall be limited to 20 double-spaced pages printed on one side only.

To qualify as a DBE on this project, the firm must be listed as approved for the type of work to be performed in the South Carolina Unified DBE Directory at the time of the bid submittal. The directory can be found at the following link:

[http://www.scdot.org/doing/doingPDFs/businessDevelop/UCP\\_DBE\\_Directory.pdf](http://www.scdot.org/doing/doingPDFs/businessDevelop/UCP_DBE_Directory.pdf).

**All responding firms must utilize the SCDOT's new electronic proposal submission process. Information regarding Project Wise can be found at the following link: <http://www.scdot.org/doing/constructionLetting/ProjectWise.aspx>. Please contact Eric Stuckey at 803-737-1003 or [StuckeyEC@scdot.org](mailto:StuckeyEC@scdot.org) to set up an account to begin utilizing the electronic submittal process.**

The SCDOT selection will be based on information submitted; however, additional information and/or an interview may be required.

All responders must visibly mark as "CONFIDENTIAL" each part of their submission that they consider to contain proprietary information the release of which would constitute an unreasonable invasion of privacy. All unmarked pages will be subject to release in accordance with law. Proposer should be prepared, upon request, to provide justification of why such materials should not be disclosed under the South Carolina Freedom of Information Act, S.C. Code Section 30-4-10, et seq.

Consultants and sub-consultants must have an SCDOT approved indirect cost rate prior to contract execution. Please refer to the following link for additional information: [http://www.scdot.org/doing/contractor\\_Audit.aspx](http://www.scdot.org/doing/contractor_Audit.aspx).

Consultants shall comply with Title VI of the Civil Rights Act of 1964. The SCDOT strongly encourages the use of and involvement of Disadvantaged Business Enterprises (DBE) on this project.

The contract will be cost plus a fixed fee with a contract maximum, or lump sum, or approved unit cost at the discretion of the SCDOT. There is no guarantee of any specific amount of work.

All electronic proposal submissions and the letter of interest should be addressed to the Contracting Officer, Room 128, at the South Carolina Department of Transportation, P.O. Box 191, Columbia, South Carolina 29202 or 955 Park Street, Room 128, Columbia, South Carolina 29201, no later than 2:00 PM, June 23, 2014.