

**Pre-Design Agenda (TAP)**  
**S.P. No. H.009793**  
**F.A.P. No. H009793**  
**Slidell: Olde Town Streetscaping**  
**St. Tammany Parish**

**Project Description:** Removing/reconstructing sidewalks, installing landscaping and a decorative lighting system along a 2 block section.

**Project Manager:** Steve Meek. He can be reached at 225-379-1833 and [steve.meek@la.gov](mailto:steve.meek@la.gov).

**Program Manager:** Laura Riggs. She can be reached at 225-379-1585 and [laura.riggs@la.gov](mailto:laura.riggs@la.gov).

**Project Funding:**

If project is "delivered" by July 1, 2015: 95/5 split

Federal funds:	\$906,500
Local Match:	\$ 47,711
Total:	\$954,211

If project is "delivered" after July 1, 2015: 80/20 split

Federal funds:	\$763,369
Local match:	\$190,842
Total:	\$954,211

Note: DOTD determines whether or not project was satisfactorily submitted on time.

**Environmental Document:** PCE was approved September 27, 2012. If project is not authorized by September 2015, project will need to be re-evaluated.

**Miscellaneous:**

- Entity-State Agreement
- Maintenance, Operation and Inspection Plan is required prior to construction
- Right of way versus rights of entry (Note: If Rights of Entries are required, these would be need to be provided to DOTD prior to request for construction authorization)
- Required Drainage: What exactly does this entail?
- Utility adjustments: Only vertical adjustments are eligible.
- Striping related to on-street parking is not eligible.
- Responsible Charge  
([http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Administration/LPA/Pages/Forms.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Administration/LPA/Pages/Forms.aspx))

**Submittals:** Three reviews, each review taking up to 8 weeks. Reviews can be plan (12 copies of everything) or electronic (everything on a disk)

Preliminary

- Plan set(s)
  - List of probable pay items
- 95% Preliminary (PIH)
- Plan set(s)
  - Engineer's opinion of probable cost
  - Draft Technical Special Provisions
- 95% Final (ACP)
- Plan set(s)
  - Engineer's opinion of probable cost
  - Draft Technical Special Provisions

**Plan Development:**

- LA DOTD Software and Deliverable Standards for Electronic Plans (optional, but preferred)
- Plans will be designed to DOTD's policies, procedures and format. Recommend reviewing Chapter 8 of the Roadway Design Procedures and Details Manual.
- Figure 8-8, "Typical Sheet Order"
  - Title Sheet (new)
  - Summary Tables are required (See examples in Chapter 8)
  - Summary of Estimated Quantities
    - Trns.port pay items are required.  
[http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Engineering/Standard\\_Specifications/Pages/default.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Standard_Specifications/Pages/default.aspx)
    - NS-ENH pay items (Example Cover Sheet and Specification Writing Tips)
  - Plan and Profile Sheets
    - Begin and End Station Project Notes
    - EDSM's  
[http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Engineering/EDSM/Pages/default.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/EDSM/Pages/default.aspx)
      - Curb Policy
      - Sidewalks
    - ADA Requirements
    - Federal code 23 CFR 635 will be enforced.
  - Drainage
    - Pipe Policy Summary
    - Consultant's Hydraulic Design for Review Memo (dated January 23, 2001)
    - Summary of Drainage Structures abbreviation sheet
    - Example "Summary of Drainage Structures" Sheet
  - Minimum Requirements for Preliminary Geometric Review
  - Memo on 2008 Plastic Pavement Striping
  - Standard Plans and Special Details
    - Use ProjectWise to see the most current Standard Plans and Special Details.
    - Temporary Traffic Control Special Details are now Standard Plans
- Landscaping portion of the project must be done by a licensed Landscape Architect.
- The Preliminary Plan stamp, as required by LAPELS, should be shown on all plan sheets

- Certification for Permit Lighting  
[http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Engineering/Road\\_Design/Right-of-Way/Documents/Certification%20for%20Permit%20Lighting%20Supplement.pdf](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Road_Design/Right-of-Way/Documents/Certification%20for%20Permit%20Lighting%20Supplement.pdf)
- QA/QC
  - (new) Construction Plans Quality Control / Quality Assurance Manual  
[http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Engineering/Road\\_Design/Pages/QC-QA.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Road_Design/Pages/QC-QA.aspx)
  - (new) Plan / Constructability / Biddability Review Form for Small LPA Projects  
[http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Administration/LPA/Pages/Forms.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Administration/LPA/Pages/Forms.aspx)

EXAMPLE