

LOUISIANA DEPARTMENT OF  
TRANSPORTATION & DEVELOPMENT

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OF  
TRANSPORTATION AND DEVELOPMENT**

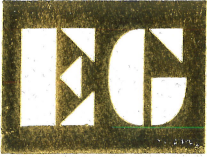
**IDIQ CONTRACT FOR  
PROFESSIONAL BOUNDARY SURVEYING SERVICES  
DISTRICTS 02, 61, AND 62**

**Contract No. 4400027919**



**9029 Jefferson Highway, Suite 200  
Baton Rouge, LA 70809**

*October 12, 2023*



**EVANS-GRAVES ENGINEERS, INC.**  
Engineering Consultants  
Est. 1954

John A. Graves, P.E., P.L.S. (1941-2021)  
Ashlyn A. Graves, President  
Gerald G. Menard, P.E.  
L.R. "Eric" Erikson, P.E.  
P. Stephen Lundgren, Jr., P.E.  
Jack Carr Morgan, P.E., P.L.S.  
Max O. Usrey, III, P.E., P.L.S.

Keith M. Meyer, P.E.  
Lisa A. Blanchard, P.E.  
Brett D. Blanchard, P.E., L.S.I.  
Stephen E. Wilson, Jr., P.E.  
Logan P. Betzer, E.I.  
Alexander J. Young, E.I.  
Zachary P. Hebert, E.I.

October 12, 2023

Department of Transportation and Development  
Procurement Office  
1201 Capital Access Road, Room EW S-447  
Baton Rouge, Louisiana 70802

Re: IDIQ Contract for Professional Boundary Surveying Services  
Districts 02, 61, and 62  
Contract No. 4400027919

To Whom it May Concern:

Evans-Graves Engineers, Inc. (EG) is pleased to submit our Letter of Interest and Standard Form 24-102 in response to your solicitation of September 19, 2023 requesting Professional Boundary Surveying Services within Districts 02, 61, and 62 (Contract No. 4400027919). Evans-Graves has held several retainer-type contracts with DOTD for surveying services and the firm appreciates the opportunity to continue working with the DOTD in this capacity.

Within this submittal of qualifications, Evans-Graves personnel exceed the minimum manpower requirements and have recent and relevant LADOTD experience to successfully complete this work on time and within budget. Notable firm and key personnel experience on similar projects and the firm's high marks on recent DOTD consultant technical evaluations demonstrates that Evans-Graves is well qualified for this work.

Evans-Graves Engineers, Inc. hereby commits its total resources and 69 years of experience to the DOTD. I pledge to you my personal commitment that our team can and will respond to the requirements of this assignment to provide you with a successful project. We believe we have earned your confidence and enjoy a professional relationship with LADOTD staff while completing our technical responsibilities with the highest quality standards attainable.

We appreciate the opportunity to respond to the LADOTD and look forward to working with you to accomplish all assigned tasks under this project. Thank you for your consideration.

Sincerely,  
**EVANS-GRAVES ENGINEERS, INC.**

Ashlyn A. Graves  
President


**DOTD FORM: 24-102**

(Revised January 1, 2023)

**PROPOSAL TO PROVIDE CONSULTANT SERVICES**

Prime consultant shall complete the DOTD Form 24-102 without altering the Form's text; however, the instruction and/or guidance for Sections 12 through 23 can be removed but do not remove Section title and number.

ANY CONSULTANT FAILING TO SUBMIT ANY OF THE INFORMATION REQUIRED ON THE DOTD FORM 24-102, OR PROVIDING INACCURATE INFORMATION ON THE DOTD FORM 24-102, MAY BE CONSIDERED NON-RESPONSIVE.

1. Contract Name as shown in the advertisement	<b>IDIQ CONTRACT FOR PROFESSIONAL BOUNDARY SURVEYING SERVICES DISTRICTS 02, 61, AND 62</b>
2. Contract Number(s) as shown in the advertisement	4400027919
3. State Project Number(s), if shown in the advertisement	N/A
4. Prime consultant name ( <b>name must match as registered with the Louisiana Secretary of State where such registration is required by law</b> )	 <b>EVANS-GRAVES ENGINEERS, INC.</b>
5. Prime consultant license number (as registered with the Louisiana Professional Engineering and Land Surveying Board (LAPELS) if registration is required under Louisiana law)	LA Licensed Professional Engineers – EF.0000300 LA Land Surveying Board – VF.0000050
6. Prime consultant mailing address	9029 Jefferson Hwy., Ste. 200 Baton Rouge, LA 70809
7. Prime consultant physical address (existing or to be established, if location is used as an evaluation criteria)	9029 Jefferson Hwy., Ste. 200 Baton Rouge, LA 70809
8. Name, title, phone number, and email address of prime consultant's contract point of contact	Ashlyn A. Graves President (225) 926-1620 agraves@evans-graves.com
9. Name, title, phone number, and email address of the official with signing authority for this proposal	Ashlyn A. Graves President (225) 926-1620 agraves@evans-graves.com

Prime consultant should enter the firm name in the footer at the bottom of this page. (It will carry over to subsequent pages.)

**10.** This is to certify that all information contained herein is accurate and true, and that the team presently has sufficient staff to perform these services within the designated time frame. By submitting this proposal, proposer certifies that it is not engaged in a boycott of Israel and it will, for the duration of its contract obligations, refrain from a boycott of Israel. Proposer also certifies and agrees that the following information is correct: In preparing its response, the proposer has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not, in the solicitation, selection, or commercial treatment of any subcontractor or supplier, refused to transact or terminated business activities, or taken other actions intended to limit commercial relations, with a person or entity that is engaging in commercial transactions in Israel or Israeli-controlled territories, with the specific intent to accomplish a boycott or divestment of Israel. The proposer also has not retaliated against any person or other entity for reporting such refusal, termination, or commercially limiting actions. DOTD reserves the right to reject the response of the bidder or proposer if this certification is subsequently determined to be false, and to terminate any contract awarded based on such a false response.

*Shelley Graves*

Signature above shall be the same person listed in Section 9:

*October 12, 2023*

Date:

**11.** If a Disadvantaged Business Enterprise (DBE) goal has been set for this advertisement, indicate which firm(s) will be used to meet the DBE goal and each firm(s)' percentage.

Firm(s):  
N/A

Firm(s)' %:  
N/A

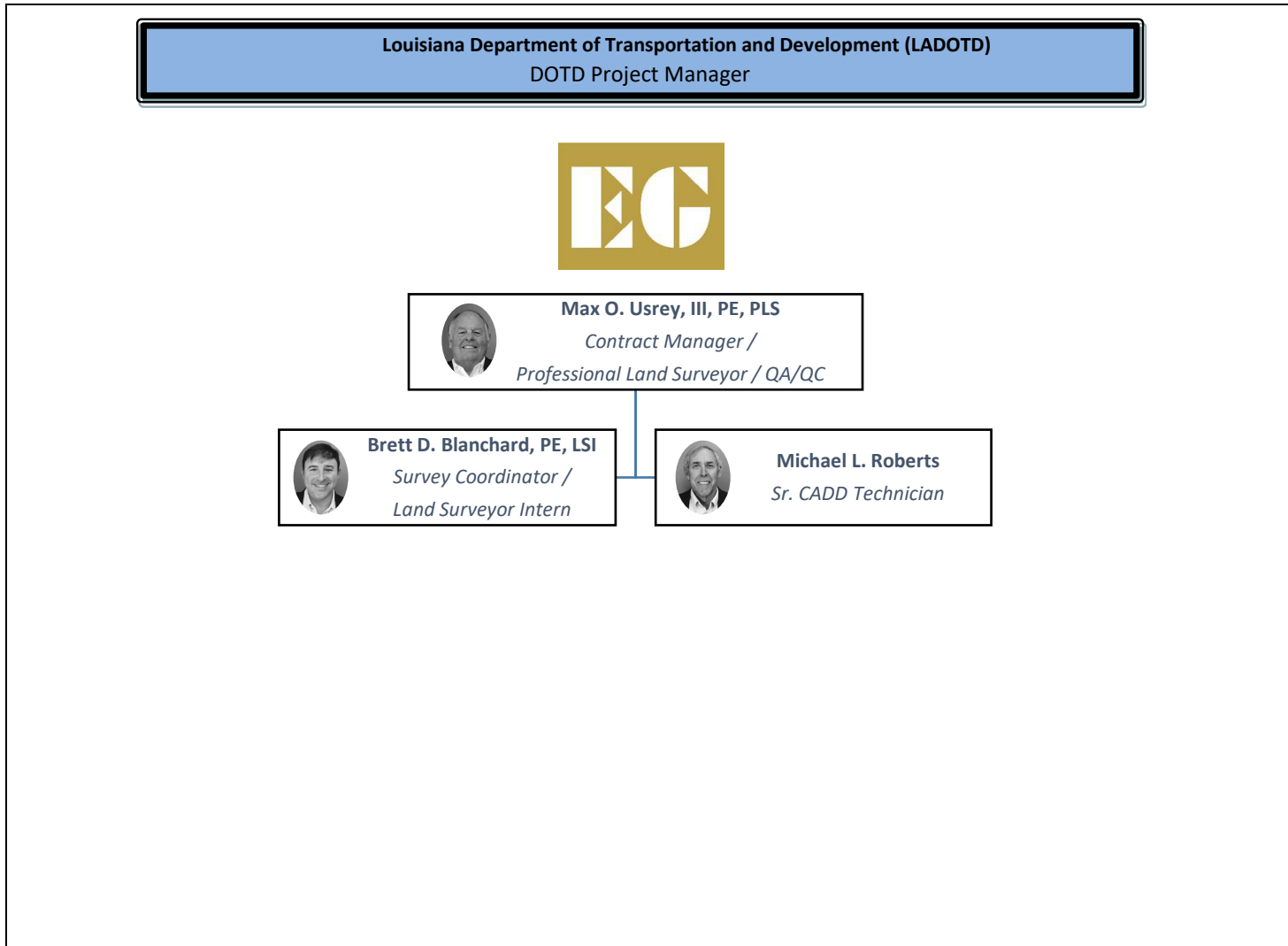
**12. Past Performance Evaluation Discipline Table:**

Past Performance Evaluation Discipline(s)	% of Overall Contract
Survey	100%

**13. Firm Size:**

Firm name	DOTD Job Classification	Number of personnel committed to this contract	Total number of personnel available in this DOTD Job Classification (if needed)
<b>Evans-Graves Engineers, Inc.</b>	Principal	1	1
<b>Evans-Graves Engineers, Inc.</b>	Supervisor – Eng	0	4
<b>Evans-Graves Engineers, Inc.</b>	Supervisor – Other	1	1
<b>Evans-Graves Engineers, Inc.</b>	Engineer	0	8
<b>Evans-Graves Engineers, Inc.</b>	Engineer Intern	0	2
<b>Evans-Graves Engineers, Inc.</b>	Environmental Manager	0	2
<b>Evans-Graves Engineers, Inc.</b>	Sr Technician	1	1
<b>Evans-Graves Engineers, Inc.</b>	Surveyor	2	2
<b>Evans-Graves Engineers, Inc.</b>	CADD Technician	1	1
<b>Evans-Graves Engineers, Inc.</b>	CADD-Operator	2	4
<b>Evans-Graves Engineers, Inc.</b>	Party Chief	3	3
<b>Evans-Graves Engineers, Inc.</b>	Rodman	3	3

14. Organizational Chart:




**15. Minimum Personnel Requirements:**


MPR No. Do not insert wording from ad	Personnel being used to meet the MPR (Individual(s) may not satisfy more than one MPR unless specifically allowed by Attachment B of the advertisement)	Firm employed by	Type of license and discipline meeting MPR/ certification & number (Ex: PE # - Civil)	State of license	License / certification expiration date
1	Max O. Usrey, III, PE, PLS	Evans-Graves Engineers, Inc.	PLS #4737 – Survey	LA	9/30/2025
2	Max O. Usrey, III, PE, PLS	Evans-Graves Engineers, Inc.	PLS #4737 – Survey	LA	9/30/2025




16. Staff Experience:

Firm employed by <b>Evans-Graves Engineers, Inc.</b>			
Name	 <b>Max O. Usrey, III, PE, PLS</b>	Years of relevant experience with this employer	29
Title	Professional Land Surveyor	Years of relevant experience with other employer(s)	17
Degree(s) / Years / Specialization		BS / 1979 / Civil Engineering	
Active registration number / state / expiration date		PLS.4737 / Louisiana / 9/30/2025	
Year registered	1994	Discipline	Professional Land Surveyor
Active registration number / state / expiration date		PE.20762 / Louisiana / 9/30/2025	
Year registered	1983	Discipline	Civil Engineer
Contract role(s) / brief description of responsibilities		Professional Land Surveyor / Contract Management / QA/QC	
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
08/21 - Present	<p><b>LADOTD Survey Retainer for Districts 02, 61, and 62 (LADOTD)</b>  <b>Manager of task order driven retainer contract for roadway surveying services</b> for LADOTD. Provided the LADOTD with <b>property surveys</b> and <b>right-of-way maps</b> throughout <b>Districts 02, 61, and 62</b>. Surveys have been used for road realignments, bridge replacements, intersection improvements, and widenings of various roadway sections across the state.</p>		
04/21 – 06/21	<p><b>H.010960: LA 30 Roundabouts at Tanger Mall and I-10, Gonzales, LA</b>  <b>Project Surveyor/QA/QC.</b> Under a retainer contract for professional surveying services, Mr. Usrey managed and oversaw the performance of <b>property surveys</b> and <b>right-of-way maps</b> for identified areas, resulting in a <b>final right-of-way map</b> that consisted of 9 sheets containing 30 parcels. Mr. Usrey also oversaw the production of a <b>COGOWIN Parcel Program legal description .IN file</b> along with performance of <b>title research reports</b> showing the respective parcel number. <u>LADOTD commended the Evans-Graves team for submitting all deliverables 13 days under contract time</u> and for providing <b>additional right-of-way information</b> that was <b>beyond the scope of the contract</b>, which was a great benefit to the Real Estate section.</p>		
02/18 – 06/20	<p><b>LADOTD Survey Retainer Statewide (LADOTD)</b>  <b>Manager of task order driven retainer contract for property surveys, right-of-way maps, and title take-off for roadway surveying services Statewide</b>, with the majority of work in <b>Districts 02, 61, and 62</b>. Surveys performed to date have been used for road realignments, interchanges, and roundabouts.</p>		
09/11 – 06/20	<p><b>Read Blvd. East Neighborhood, New Orleans, LA</b>  <b>Project Surveyor/QA/QC.</b> Mr. Usrey performed oversight of <b>topographic</b> and <b>boundary surveys</b> for approximately <b>6 miles of damaged roadway, curbs, sidewalks, driveways, and handicap ramps</b> in Orleans Parish, LA as part of the City of New Orleans, DPW’s Read Blvd. East Neighborhood project. Surveys included utilities, drainage, and topographic features for this multi-phased, FEMA funded, <b>roadway repair and replacement project</b>, which also includes the design of new ADA-compliant sidewalks. Project involved significant coordination between the City of New Orleans DPW, S&amp;WBNO, and FEMA.</p>		

04/19 – 09/19	<p><b>Comite River Diversion Canal, Right-of-Way Mapping and Property Surveys, East Baton Rouge, LA</b>  As <b>Project Surveyor/QA/QC</b>, Mr. Usrey supervised all phases of this task including <b>title work</b> coordination and reconciliation, coordination and reconciliation of <b>property surveys</b>, coordination and supervision of the <b>mapping production</b> and provided <b>quality control / checking</b> of the final right of way maps. Project involved the performance of <b>property surveys</b> of <b>7.8 miles of corridor</b> from LA Hwy 19 to the Mississippi River in East Baton Rouge Parish, which encompasses approximately <b>60 separate tracts</b> of land ranging from small residential lots to large undeveloped tracts. This project was conducted on a <b>short schedule</b> of only 70 days and was expanded to also include the <b>right-of-way mapping</b> for the corridor. Mr. Usrey also was the primary point of contact for the LADOTD for all matters concerning this project.</p>
08/15 – 08/18	<p><b>LADOTD Survey Retainer for Districts 02, 61, and 62 (LADOTD)</b>  <b>Manager of task order driven retainer contract for roadway surveying services</b> for LADOTD. Provided the LADOTD with <b>property surveys</b> and <b>right-of-way maps</b> in Ascension, St. John the Baptist, Lafourche, Iberville, East Feliciana, Livingston, and Jefferson Parishes. Surveys have been used for road realignments, bridge replacements, intersection improvements, and widenings of various roadway sections across the state.</p>
07/11 – 03/18	<p><b>LADOTD Survey Retainer Statewide (LADOTD)</b>  <b>Manager of task order driven retainer contract for property surveys, right-of-way maps and title take-off for roadway surveying services</b> Statewide.</p>
01/16 – 08/17	<p><b>River Reintroduction into the Maurepas Swamp (LADOTD)</b>  <b>Project Surveyor/QA/QC</b>. Mr. Usrey performed <b>topographical surveys, right-of-way surveys, roadway and bridge plans, and specs</b> including temporary detour road. The project diverts 1,500 cfs river water through a diversion structure in the Mississippi River levee into a 5-mile outflow channel, and into Maurepas Swamps.</p>
12/03 – 03/11	<p><b>700-30-0051 &amp; 023-05-0028: Route US 167 (Winnfield to LA 1236)</b>  <b>Project Surveyor/QA/QC</b>. Mr. Usrey supervised <b>topographic and property surveys</b> for the project and prepared <b>right-of-way maps</b> for the widening of approximately seven (7) miles of an existing 2-lane roadway in Winn Parish to a 4-lane divided roadway that included bridges over the Dugdemona River and the KCS Railroad.</p>

Firm employed by <b>Evans-Graves Engineers, Inc.</b>			
Name	 <b>Brett D. Blanchard, PE, LSI</b>	Years of relevant experience with this employer	19
Title	Civil Engineer / Land Surveyor Intern	Years of relevant experience with other employer(s)	0
Degree(s) / Years / Specialization		BS / 2004 / Civil Engineering	
Active registration number / state / expiration date		LSI.516 / Louisiana / 9/30/2025	
Year registered	2006	Discipline	Land Surveyor Intern
Active registration number / state / expiration date		PE.34695 / Louisiana / 9/30/2025	
Year registered	2009	Discipline	Civil Engineer
Contract role(s) / brief description of responsibilities		Survey Coordinator / Land Surveyor Intern	
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
08/21 - Present	<p><b>LADOTD Survey Retainer for Districts 02, 61, and 62 (LADOTD)</b>  <b>Survey Coordinator</b> for <b>task order driven retainer contract</b> for roadway surveying services for LADOTD. Coordinated field work and safety preparations for <b>property surveys</b> and <b>right-of-way maps</b> throughout <b>Districts 02, 61, and 62</b>. Surveys have been used for road realignments, bridge replacements, intersection improvements, and widenings of various roadway sections across the state.</p>		
04/21 – 06/21	<p><b>H.010960: LA 30 Roundabouts at Tanger Mall and I-10, Gonzales, LA</b>  <b>Land Surveyor Intern.</b> Under a retainer contract for professional surveying services, Mr. Blanchard assisted with the performance of <b>property surveys</b> and <b>right-of-way maps</b> for identified areas, resulting in a <b>final right-of-way map</b> that consisted of 9 sheets containing 30 parcels. Mr. Blanchard also assisted with the production of a <b>COGOWIN Parcel Program legal description .IN file</b> along with performance of <b>title research reports</b> showing the respective parcel number. <u>LADOTD commended the Evans-Graves team for submitting all deliverables 13 days under contract time</u> and for providing <b>additional right-of-way information</b> that was <b>beyond the scope of the contract</b>, which was a great benefit to the Real Estate section.</p>		
09/11 – 06/20	<p><b>Read Blvd. East Neighborhood, New Orleans, LA</b>  <b>Land Surveyor Intern.</b> Mr. Blanchard assisted with the performance of <b>topographic</b> and <b>boundary surveys</b> for approximately 6 miles of damaged roadway, curbs, sidewalks, driveways, and handicap ramps in Orleans Parish, LA as part of the City of New Orleans, DPW’s Read Blvd. East Neighborhood project. Surveys have included <b>utilities, drainage, and topographic features</b> for this multi-phased, FEMA funded, roadway repair and replacement project, which also includes the design of new ADA-compliant sidewalks. Project involved significant coordination between the City of New Orleans DPW, S&amp;WBNO, and FEMA.</p>		
2014 – 2018	<p><b>S.P. No. H008369: LA 11, St. Tammany Parish, LA (LADOTD)</b>  Mr. Blanchard served as <b>Land Surveyor Intern</b> and provided the LADOTD with <b>property survey</b> and <b>right-of-way maps</b> for 0.14 miles for the construction of a roundabout at Cleo Road in St. Tammany Parish, LA.</p>		

2014 – 2018	<p><b>S.P. No. H.010924: LA 75, Iberville Parish, LA (LADOTD)</b>  Mr. Blanchard served as <b>Land Surveyor Intern</b> and provided the LADOTD with <b>property survey</b> and <b>right-of-way maps</b> for 0.3 miles for the construction of two roundabouts and realignment of LA 992-3 and Enterprise Boulevard in Iberville Parish, LA.</p>
2014	<p><b>S.P. No. H.008411: LA 660, Terrebonne Parish, LA (LADOTD)</b>  Mr. Blanchard served as <b>Land Surveyor Intern</b> and proved the LADOTD with <b>property survey</b> and <b>right-of-way maps</b> for 0.12 miles for the replacement of a bridge over Bayou Terrebonne in Terrebonne Parish, LA.</p>
2013 - 2017	<p><b>S.P. Nos. 249-90-0041, 826-39-0090, and 826-48-0005: LA 45, LA 302, and LA 3257, Jefferson Parish, LA (LADOTD)</b>  Mr. Blanchard served as <b>Land Surveyor Intern</b> and provided the LADOTD with a <b>property survey</b> and <b>right-of-way maps</b> for 2.2 miles for the widening of LA 45 and construction of a bridge over LA 302 over Bayou Barataria with a connection to LA 3257.</p>
2013	<p><b>S.P. No. H.000466: LA-US 190, Livingston Parish, LA (LADOTD)</b>  Mr. Blanchard served as <b>Land Surveyor Intern</b> and provided the LADOTD with a <b>property survey</b> and <b>right-of-way maps</b> for 0.4 miles for the construction of a roundabout and the realignment of Eden Church Road in Livingston Parish, LA.</p>
01/12 – 02/13	<p><b>S.P. No. H.003790: LA 930, Ascension Parish, LA (LADOTD)</b>  Mr. Blanchard served as <b>Land Surveyor Intern</b> and provided the LADOTD with a <b>property survey</b> and <b>right-of-way maps</b> for 1.7 miles for the widening and realignment of LA 930 in Ascension Parish, LA</p>

Firm employed by <b>Evans-Graves Engineers, Inc.</b>			
Name	 <b>Michael L. Roberts</b>	Years of relevant experience with this employer	29
Title	Sr. CADD Technician	Years of relevant experience with other employer(s)	15
Degree(s) / Years / Specialization		N/A	
Active registration number / state / expiration date		N/A	
Year registered	N/A	Discipline	N/A
Contract role(s) / brief description of responsibilities		Sr. CADD Technician	
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the years of experience specified in the applicable MPR(s).		
04/21 – 06/21	<p><b>H.010960: LA 30 Roundabouts at Tanger Mall and I-10, Gonzales, LA</b>  <b>Sr. CADD Technician.</b> Under a retainer contract for professional surveying services, Mr. Roberts performed CADD work for <b>property surveys</b> and <b>right-of-way maps</b>, including a <b>final right-of-way map</b> that consisted of 9 sheets containing 30 parcels. <u>LADOTD commended the Evans-Graves team for submitting all deliverables 13 days under contract time</u> and for providing <b>additional right-of-way information</b> that was <b>beyond the scope of the contract</b>, which was a great benefit to the Real Estate section.</p>		
09/11 – 06/20	<p><b>Read Blvd. East Neighborhood, New Orleans, LA</b>  <b>Sr. CADD Technician.</b> Mr. Roberts performed CADD work for the <b>topographic</b> and <b>boundary surveys</b> for approximately 6 miles of damaged roadway, curbs, sidewalks, driveways, and handicap ramps in Orleans Parish, LA as part of the City of New Orleans, DPW’s Read Blvd. East Neighborhood project. Surveys have included <b>utilities</b>, <b>drainage</b>, and <b>topographic features</b> for this multi-phased, FEMA funded, <b>roadway repair</b> and replacement project, which also includes the design of new ADA-compliant sidewalks. Project involved significant coordination between the City of New Orleans DPW, S&amp;WBNO, and FEMA.</p>		
04/19 – 09/19	<p><b>H.007811: Comite River Diversion Canal, Right-of-Way Mapping and Property Surveys, East Baton Rouge, LA</b>  <b>Sr. CADD Technician.</b> Mr. Roberts performed multiple tasks including <b>title work examination</b> and <b>boundary/right-of-way determination</b>, <b>field crew coordination</b> and <b>data processing</b> of <b>property surveys</b>, <b>property survey submittals</b>, and production of the <b>final right of way maps</b>. Mr. Roberts also served as the CADD conform manager and drafting supervisor for all LADOTD submittals in this task.</p>		
2014 – 2018	<p><b>S.P. No. H008369: LA 11, St. Tammany Parish, LA (LADOTD)</b>  As <b>Sr. CADD Technician</b>, Mr. Roberts performed CADD work for <b>property survey</b> and <b>right-of-way maps</b> for 0.14 miles for the construction of a roundabout at Cleo Road in St. Tammany Parish, LA.</p>		
2014 – 2018	<p><b>S.P. No. H.010924: LA 75, Iberville Parish, LA (LADOTD)</b>  As <b>Sr. CADD Technician</b>, Mr. Roberts performed CADD work for <b>property survey</b> and <b>right-of-way maps</b> for 0.3 miles for the construction of two roundabouts and realignment of LA 992-3 and Enterprise Boulevard in Iberville Parish, LA.</p>		

2013 – 2017	<p><b>249-90-0041, 826-39-0090, and 826-48-0005: LA 45, LA 302, and LA 3257, Jefferson Parish, LA</b>  As Sr. CADD Technician, Mr. Roberts performed CADD work for <b>property survey</b> and <b>right-of-way maps</b> for 2.2 miles for the widening of LA 45 and construction of a bridge over LA 302 over Bayou Barataria with a connection to LA 3257.</p>
09/13 – 07/14	<p><b>S.P. No. H.009012: LA 10 &amp; LA 67 Intersection Widening, East Feliciana Parish, LA (LADOTD)</b>  As Sr. CADD Technician, Mr. Roberts prepared <b>property survey</b> and <b>right-of-way maps</b> for intersection improvements in Clinton, LA.</p>
07/12 – 08/14	<p><b>S.P. No. H.002333: Bayou Paul Bridge – LA 327, Iberville, Parish, LA (LADOTD)</b>  As Sr. CADD Technician, Mr. Roberts prepared <b>property survey</b> and <b>right-of-way maps</b> for 0.17 miles for the replacement of a bridge over Bayou Paul.</p>
2014	<p><b>S.P. No. H.008411: LA 660, Terrebonne Parish, LA (LADOTD)</b>  As Sr. CADD Technician, Mr. Roberts provided the LA DOTD with <b>property survey</b> and <b>right-of-way maps</b> for 0.12 miles for the replacement of a bridge over Bayou Terrebonne.</p>
01/12 – 02/13	<p><b>S.P. No. H.003790: LA 930, Ascension Parish, LA</b>  As Sr. CADD Technician, Mr. Roberts prepared <b>property survey</b> and <b>right-of-way maps</b> for 1.7 miles for the widening and realignment of LA 930 in Ascension Parish, LA.</p>

**17. Firm Experience:**

Firm name	Evans-Graves Engineers, Inc.	Past Performance Evaluation Discipline(s)*	Survey
Project name	<b>Retainer Contract for Professional Surveying Services Statewide</b>		Firm responsibility (prime or sub?) Prime
Project number	Contract No. 4400005727	Owner's name	LADOTD
Project location	Statewide, LA	Owner's Project Manager	Mr. Keith Fournier
Owner's address, phone, email	P.O. Box 94245, Baton Rouge, LA 70804, (225) 379-1466, keith.fournier@la.gov		
Services commenced by this firm (mm/yy)	08/15	Total consultant contract cost (\$1,000's)	\$289.3
Services completed by this firm (mm/yy)	08/18	Cost of consultant services provided by this firm (\$1,000's)	\$289.3

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

**Project Description:**

Evans-Graves was hired under a Professional Surveying services **retainer contract** to perform **topographic surveys, title research, property surveys** and prepare **right-of-way maps** Statewide, but primarily in **Districts 02, 61, and 62**. Evans-Graves performed these services under separate Task Orders on state highways where transportation improvements were planned.

**Firm's Role:**

Evans-Graves, as the **prime** and sole firm on the retainer contract, **prepared proposals for each task order**, performed the **field work** using in-house survey crews, coordinated the **Title research**, prepared **base right-of-way maps**, attended **Joint Plan Review meetings**, and prepared **Final right-of-way maps**.

**Staff Performing This Work Who Are Included In This Proposal:**

**M. Usrey, B. Blanchard, M. Roberts**

Firm name	Evans-Graves Engineers, Inc.	Past Performance Evaluation Discipline(s)*	Survey
Project name	<b>Retainer Contract for Professional Surveying Services Statewide</b>		Firm responsibility (prime or sub?) Prime
Project number	Contract No. 4400009166	Owner's name	LADOTD
Project location	Statewide, LA	Owner's Project Manager	Mr. Keith Fournier
Owner's address, phone, email	P.O. Box 94245, Baton Rouge, LA 70804, (225) 379-1466, keith.fournier@la.gov		
Services commenced by this firm (mm/yy)	02/18	Total consultant contract cost (\$1,000's)	\$290.9
Services completed by this firm (mm/yy)	06/20	Cost of consultant services provided by this firm (\$1,000's)	\$290.9

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

**Project Description:**

Evans-Graves was hired under a Professional Surveying services **retainer contract** to perform **property surveys, title take-off**, and prepare **right-of-way maps** Statewide, but primarily in **Districts 02, 61, and 62**. Evans-Graves performed these services under separate Task Orders on state highways where transportation improvements were planned.

**Firm's Role:**

Evans-Graves, as the **prime** and sole firm on the retainer contract, prepared **proposals for each task order**, performed the **field work** using in-house survey crews, coordinated the **title research**, prepared **base right-of-way maps**, attended **Joint Plan Review meetings**, and prepared **final right-of-way maps**.

**Staff Performing This Work Who Are Included In This Proposal:**

**M. Usrey, B. Blanchard, M. Roberts**



Firm name	Evans-Graves Engineers, Inc.	Past Performance Evaluation Discipline(s)*	Survey
Project name	<b>H.010960: LA 30 Roundabouts at Tanger Mall &amp; I-10</b>		Firm responsibility (prime or sub?) Prime
Project number	Contract No. 4400016017	Owner's name	LADOTD
Project location	Gonzales, LA	Owner's Project Manager	Mr. Mark Hughes
Owner's address, phone, email	P.O. Box 94245, Baton Rouge, LA 70804, (225) 379-1206, mark.hughes@la.gov		
Services commenced by this firm (mm/yy)	04/21	Total consultant contract cost (\$1,000's)	\$58.3
Services completed by this firm (mm/yy)	06/21	Cost of consultant services provided by this firm (\$1,000's)	\$58.3

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

**Project Description:**

Under a **retainer contract** for professional surveying services in **Districts 02, 61, and 62**, Evans-Graves Engineers was tasked by LADOTD with the performance of **property surveys** and **right-of-way maps** for all areas where additional right-of-way would be necessary for planned roundabouts along LA 30 at Tanger Mall and I-10.

**Firm's Role:**

Evans-Graves, as the **prime** and sole firm on the retainer contract, prepared a **proposal for the task order**, performed the **field work** using in-house survey crews, performed **title research**, prepared **base right-of-way maps**, and prepared **final right-of-way maps** for the project. Final right-of-way maps consisted of **9 sheets** containing **30 parcels**. Additional work included the production of a **COGOWIN Parcel Program legal description .IN file** along with performance of **title research reports** showing the respective parcel number.

LADOTD commended Evans-Graves for submitting all deliverables **13 days under contract time** and for **providing additional right-of-way information that was beyond the scope of the contract**. This additional information proved to be a great benefit to LADOTD's Real Estate section and was much appreciated by the LADOTD project team.

**Staff Performing This Work Who Are Included In This Proposal:**

**M. Usrey, B. Blanchard, M. Roberts**

Firm name	Evans-Graves Engineers, Inc.	Past Performance Evaluation Discipline(s)*	Survey
Project name	<b>Comite River Diversion Canal Right-of-Way Mapping and Property Surveys</b>	Firm responsibility (prime or sub?)	Prime
Project number	S.P. No. H.007811	Owner's name	LADOTD
Project location	East Baton Rouge Parish, LA	Owner's Project Manager	Mr. Keith Fournier
Owner's address, phone, email	P.O. Box 94245, Baton Rouge, LA 70804, (225) 379-1466, keith.fournier@la.gov		
Services commenced by this firm (mm/yy)	04/19	Total consultant contract cost (\$1,000's)	\$197.0
Services completed by this firm (mm/yy)	09/19	Cost of consultant services provided by this firm (\$1,000's)	\$197.0

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

**Project Description:**

Evans-Graves performed this task under a **retainer contract** to provide **professional surveying services** for the performance of **property surveys, title take-off**, and preparation of **right-of-way maps** for roadway and drainage canals primarily in LADOTD **Districts 02, 61, and 62**.

**Firm's Role:**

Evans-Graves successfully completed **property surveys** and **right-of-way mapping** services for the planned \$343 million Comite River Diversion Canal Project in East Baton Rouge Parish from Old Baker Road to the Mississippi River (approximately **7.8 miles** and **60 parcels of taking**). This task necessitated an **expedited schedule of only 70 days that Evans-Graves was successfully able to meet**, garnering high praise from LADOTD staff. In their past performance assessment, LADOTD staff noted that Evans-Graves "was able to deliver the matte films on time despite several changes from the design plans while the contract was running and the project schedule being compressed." Additional work included the **proposal preparation** for the task order, performance of **field work** using in-house survey crews, coordination of **title research**, preparation of **base right-of-way maps**, attendance of **Joint Plan Review meetings**, and preparation of **final right-of-way maps**.

**Staff Performing This Work Who Are Included In This Proposal:**

**M. Usrey, B. Blanchard, M. Roberts**

Firm name	Evans-Graves Engineers, Inc.	Past Performance Evaluation Discipline(s)*	Survey
Project name	<b>US 190: Intersection Improvements at Eden Church Road</b>		Firm responsibility (prime or sub?) Prime
Project number	S.P. No. H.000466	Owner's name	LADOTD
Project location	East Baton Rouge Parish, LA	Owner's Project Manager	Mr. Eric Lanier
Owner's address, phone, email	P.O. Box 94245, Baton Rouge, LA 70804, (225) 379-1100, eric.lanier@la.gov		
Services commenced by this firm (mm/yy)	03/13	Total consultant contract cost (\$1,000's)	\$44.6
Services completed by this firm (mm/yy)	09/13	Cost of consultant services provided by this firm (\$1,000's)	\$37.0

Describe the project including the firm's role and members involved. (Highlight staff to be used in this proposal.)

**Project Description:**

The project is located in Livingston Parish along LA 190. The project begins approximately 500 feet west, along US 190, from the intersection of US 190 and Eden Church Road and ends approximately 775 feet east, along US 190, from the intersection of US 190 and Eden Church Road. Also, this project encompassed approximately 500 feet of Eden Church Road.

**Firm's Role:**

Evans-Graves, as the **prime** firm under a **retainer contract** to provide professional surveying services in **Districts 02, 61, and 62**, prepared a **cost proposal** for the work, performed the **property surveys** using in-house survey crews, coordinated all **title research**, prepared **base right-of-way maps**, attended **Joint Plan Review meetings**, and prepared **final right-of-way maps** for the project.

**Staff Performing This Work Who Are Included In This Proposal:**

**M. Usrey, B. Blanchard, M. Roberts**

## 18. Approach and Methodology:

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*Over the 69 years that Evans-Graves Engineers, Inc. (EG) has been in operation, the firm has gained the skills, knowledge, and expertise to undertake any survey project and complete it in an efficient and timely manner.*

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Since opening its doors in 1954, Evans-Graves Engineers has grown proficient in DOTD's methods of project delivery and development, and the firm effectively communicates with DOTD personnel to satisfy project needs and expectations. Its in-house survey team has performed topographic surveys, property surveys and right-of-way mapping for DOTD with efficiency and accuracy. It is our firm belief that Evans-Graves has the staff and knowledge to tackle any task order assigned to the firm under this contract and that we will provide quality, efficient boundary surveys that meet or exceed LADOTD's high expectations for this work.

### EXPERIENCE

Evans-Graves will continue to utilize our experience with past task orders and IDIQ contracts to produce quality Property Surveys, Right-of-Way Maps, and Title Take-Off that meet the requirements and standards of LADOTD in a timely manner. By reducing the number of revisions, and

therefore additional review time for the Department, this will allow department personnel to complete survey tasks on schedule and within budget, allowing additional task orders to be accomplished and thus increase the efficiency of the process.

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*Evans-Graves Engineers has held a DOTD retainer contract for right-of-way services since 2011, and the firm has worked extensively with the Location and Survey Section to produce quality maps for numerous types of projects.*

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## APPROACH AND METHODOLOGY

The methodology that Evans-Graves proposes is as follows:

- 1) Once a task order has been identified and scoped, our team will estimate the required manhours based upon past task orders completed, location of the project, and complexity of the proposed survey(s) in terms of parcels affected. This manhour analysis will be shared with department personnel and negotiated in a quick manner so that the task's NTP may be issued quickly.
- 2) Once the NTP for property surveys has been issued, in-house survey managers and technicians will compile horizontal and vertical control data and perform

'title takeoffs' to gather courthouse data, maps, deeds, etc., that will allow our field crews to quickly locate property corners and monuments needed to establish the property survey of the project corridor. This step prepares our field crews with the ground data and clues so that field time is as efficient as possible. Our field crews will typically be on site of the project within 3-4 days of the NTP. Once the field property survey is completed, our surveyor and survey technicians will take field data and property documents, and combine both data sets to produce the property survey in accordance with department standards. Survey technicians will then prepare in perfect conformity the deliverable property survey for transmittal to the department for distribution to the design consultant for the completion of the project design.

- 3) Once a near complete design is transferred to Evans-Graves and a NTP is given to proceed to base maps, our survey technicians will begin to produce the base maps in accordance with department standards. Where property issues are determined, the survey manager will review all data and make calls to locate or close property or taking boundaries as needed. Open dialogue with department personnel

will be maintained in cases that are deemed to be critical, so that delays may be reduced. Evans-Graves survey technicians will prepare the base map submittal and, after a quality control review by the survey manager, transmit the base map submittal to the department for review.

- 4) Once scheduled, the survey manager as well as the survey technician will attend the Joint Plan Review (JPR) meeting to review the issued base maps and discuss any issues or changes that are deemed necessary. Any changes or modifications to the base maps agreed upon will be addressed during the preparation of the final maps.
- 5) Once the NTP has been issued to proceed with final ROW maps and title reports received, the surveyor and survey technician will further refine the base maps to adhere to department standards for final ROW maps submittal. After a complete quality control review, the final maps and supporting deliverables will be transmitted to the department electronically in all requested formats (including Microstation DGN and Bentley formats) along with signed final Matte film of the ROW maps signed by the survey manager (a licensed PLS in the state of Louisiana).

## PAST PERFORMANCE

At Evans-Graves, we are confident in our ability to execute any task orders assigned under this retainer contract with efficiency and precision. That said, we believe that the quality of our work product is only as good as our clients perceive it to be. We are always grateful for the work that we are asked to do for LADOTD; but our true joy is in satisfying our client's needs and exceeding their expectations. Past LADOTD performance evaluations received by Evans-Graves, including those highlighted below, reflect this desire and the firm's confidence in meeting or exceeding LADOTD's needs for this contract:

Evaluation ID 4611, **“Understanding the urgency of this project the consultant was quick to provide an estimate when requested.”**

Evaluation ID 4615, **“Apparently the consultant has had thorough experience with the I-10 corridor right of way. This helped expedite the project.”**

Evaluation ID 4614, **“The consultant provided additional Right of Way information about Tanger Outlet Blvd, which was beyond the scope of the contract. It provided a great benefit to the Real Estate section.”**

Evaluation ID H.004983.5, **“The consultant put a lot of effort in research of other surveying companies’ files in their efforts to survey the existing right of way.”**

Evaluation ID H.010924, **“Our checking unit has informed me that Evans-Graves has mastered the cad conform and mapping format. Best Submittals are coming from this organization [...] Very little intervention with procedures or product deliverables.”**

Evaluation ID H.008322.5, **“This consultant is now leading our other consultants in a near perfect right of way map. It is obvious that they are putting an extra effort in assuring they submit a quality product.”**

Evaluation ID 4614, **“The consultant submitted the deliverable 13 days under contract time.”**

Evaluation ID 4608, **“Despite the compressed project schedule the consultant delivered the project 3 days under contract time.”**

Evaluation ID 4612, **“The consultant completed and submitted the deliverables 11 days under the contract time.”**

**EVANS-GRAVES ENGINEERS**  
TYPICAL TASK ORDER - PROPOSED SCHEDULE

		Wk. 0	Wk. 1	Wk. 2	Wk. 3	Wk. 4	TBD	Wk. 5	Wk. 6	Wk. 7	Wk. 8	TBD	Wk. 9	Wk. 10	
<b>Task Order Issued</b>															
1	Coordination of Project Requirements, Alignments, Construction Plans, Proposed ROW, Schedule, etc.	█	█	█											
2	NTP - Property Survey		█												
<b>Property Surveys (Establish Existing ROW)</b>															
1	Title Take-Offs (Property & Map Limited Title Research)		█	█	█	█	█								
2	Verification of Control - Project Ties			█	█	█	█								
3	ROW field survey			█	█	█	█								
4	Review of Field Evidence & Title Take-offs				█	█	█	█							
5	Property Surveys (Establish Existing ROW, Property Survey Files Creation & Deliverables)				█	█	█	█							
Department Review, NTP Mapping							█	█							
<b>Base Right of Way Maps</b>															
1	Coordination of Required ROW/Taking							█	█	█	█	█	█		
2	Base Right of Way Maps Development & Deliverables							█	█	█	█	█	█		
Department Review												█			
100% Construction plans, JPR Meeting												█	█		
Comment Coordinations/adjustments												█	█		
Title Abstract Reports Recieved, NTP Final Maps												█	█		
<b>Task - Final Right of Way Maps</b>															
1	Title Abstract Research Review & Coordination, Survey Updates												█	█	
2	Final Right of Way Maps Development and Deliverables												█	█	

**19. Workload:**

Firm(s) ALL FIRMS MUST BE REPRESENTED IN THIS TABLE	Past Performance Evaluation Discipline(s) *	Contract Number and State Project Number	Project Name	Remaining Unpaid Balance**
Evans-Graves Engineers, Inc.	Survey	44000021533 / H.08220.5	LA 406: Roundabout at FE Hebert (T.O. #5)	\$9,986
Evans-Graves Engineers, Inc.	Survey	44000021533 / H.014259	LA 37: Hubs Byu and Sandy Creek Bridges (T.O. #8)	\$62,055
Evans-Graves Engineers, Inc.	Road	4400006563 / H.004420	LA 302: Bayou Baratavia MB Repl Phase 2	\$97,601
Evans-Graves Engineers, Inc.	Road	4400004761 / H.004957.5	LA 3241: I-12/ LA 434 Interchange to LA 36	\$101,477

**20. Certifications/Licenses:**



**21. QA/QC Plan:**

**22. Sub-consultant information:**

<b>Firm Name (Name must match as registered with Louisiana's Secretary of State)</b>	<b>Address</b>	<b>Point of Contact and email address</b>	<b>Phone Number</b>
N/A	N/A	N/A	N/A

23. Location: