

DOTD FORM: 24-102

PROPOSAL TO PROVIDE CONSULTANT SERVICES

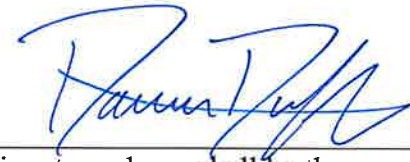
(Revised January 1, 2023)

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	<i>St. Bernard Pedestrian Improvements (CE&I)</i> <i>Routes: LA 39 & LA 47</i> <i>St. Bernard Parish</i>
2. Contract Number(s) as shown in the advertisement	<i>Contract No. 4400029428</i>
3. State Project Number(s), if shown in the advertisement	<i>State Project No. H.014049.6</i>
4. Prime consultant name (name must match as registered with the Louisiana Secretary of State where such registration is required by law)	<i>Meyer Engineers, Ltd.</i>
5. Prime consultant license number (as registered with the Louisiana Professional Engineering and Land Surveying Board (LAPELS) if registration is required under Louisiana law)	<i>EF.0000562</i> <i>DUNS #043959022</i>
6. Prime consultant mailing address	<i>P.O. Box 763</i> <i>Metairie, LA 70004</i>
7. Prime consultant physical address (existing or to be established, if location is used as an evaluation criteria)	<i>4937 Hearst Street, Suite 1B</i> <i>Metairie, LA 70001</i>
8. Name, title, phone number, and email address of prime consultant's contract point of contact	<i>David H. Dupre, Vice President</i> <i>Phone: 504-885-9892</i> <i>Email: ddupre@meyer-e-l.com</i>
9. Name, title, phone number, and email address of the official with signing authority for this proposal	<i>Donovan P. Duffy, P.E., President</i> <i>Phone: 504-885-9892</i> <i>Email: dduffy@meyer-e-l.com</i>

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.



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

Date: **July 17, 2024**

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)' %:

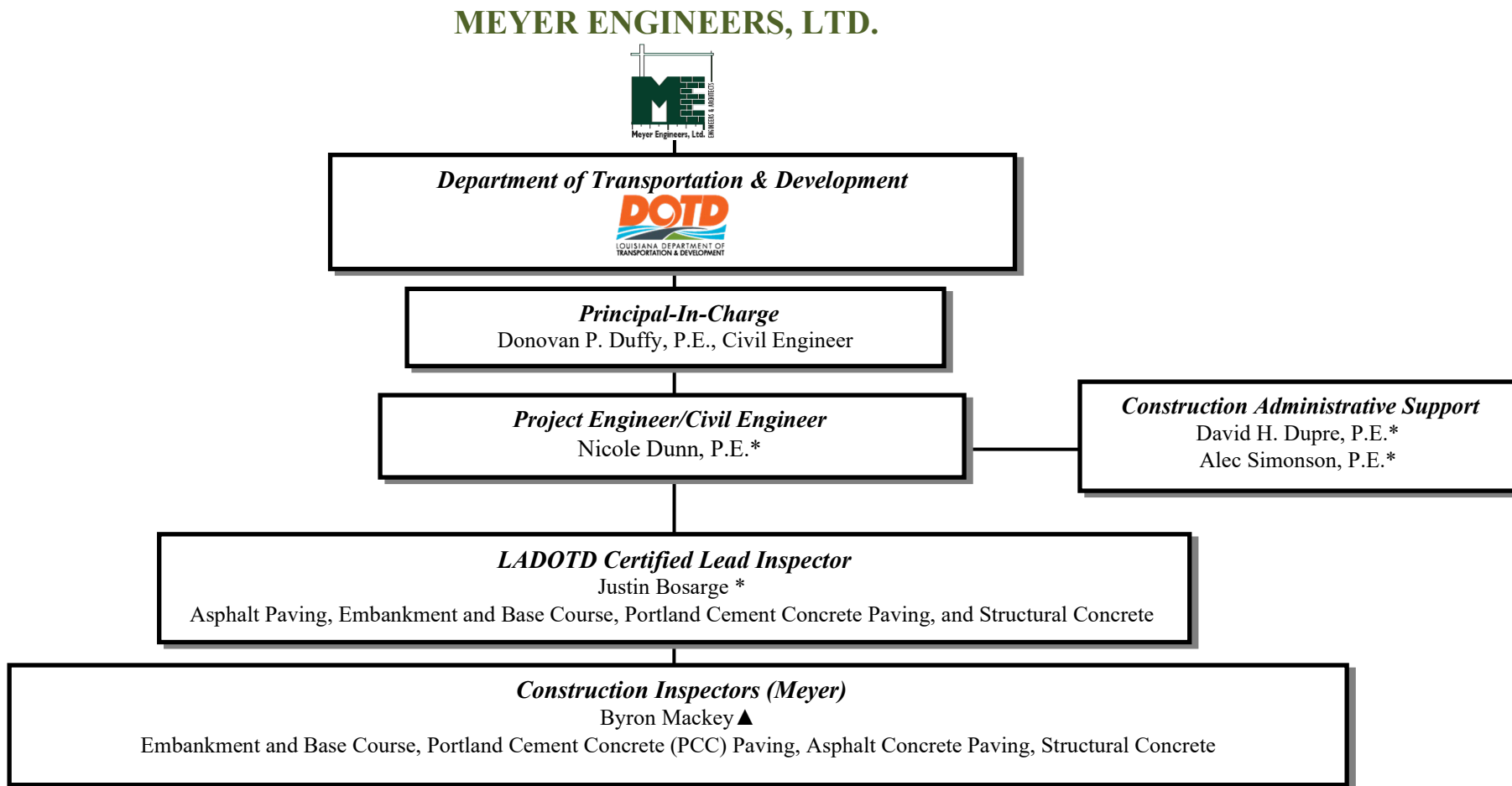
12. Past Performance Evaluation Discipline Table:

Past Performance Evaluation Discipline(s)	% of Overall Contract	Prime <i>Meyer Engineers, Ltd.</i>	Firm B	Firm C	Firm D	Firm E	Each Discipline must total to 100%
<i>CE&I/OV</i>	100%	100%					100%
Identify the percentage of work for the <u>overall contract</u> to be performed by the prime consultant and each sub-consultant.							
Percent of Contract	100%	100%					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)
<i>Meyer Engineers, Ltd.</i>	<i>Accountant</i>	<i>1</i>	<i>3</i>
<i>Meyer Engineers, Ltd.</i>	<i>Administrative</i>	<i>1</i>	<i>1</i>
<i>Meyer Engineers, Ltd.</i>	<i>Clerical</i>	<i>1</i>	<i>3</i>
<i>Meyer Engineers, Ltd.</i>	<i>Engineer</i>	<i>1</i>	<i>9</i>
<i>Meyer Engineers, Ltd.</i>	<i>Engineer Intern</i>	<i>0</i>	<i>2</i>
<i>Meyer Engineers, Ltd.</i>	<i>Inspector</i>	<i>0</i>	<i>4</i>
<i>Meyer Engineers, Ltd.</i>	<i>Inspector – Certified</i>	<i>2</i>	<i>4</i>
<i>Meyer Engineers, Ltd.</i>	<i>Inspector – Lead</i>	<i>1</i>	<i>1</i>
<i>Meyer Engineers, Ltd.</i>	<i>Planner</i>	<i>0</i>	<i>1</i>
<i>Meyer Engineers, Ltd.</i>	<i>Principal</i>	<i>1</i>	<i>1</i>
<i>Meyer Engineers, Ltd.</i>	<i>Supervisor – Engineer</i>	<i>1</i>	<i>2</i>

14. Organizational Chart:



* Holds Traffic Control Supervisor, Technician and Flagger

▲ Holds Traffic Control Technician and Flagger

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	<i>Donovan P. Duffy, P.E.</i>	<i>Meyer Engineers, Ltd.</i>	<i>Professional Civil Engineer / 41844</i>	<i>LA</i>	<i>03/31/2026</i>
2	<i>David H. Dupre, P.E.</i>	<i>Meyer Engineers, Ltd.</i>	<i>Professional Civil Engineer / 23422</i> <i>Environmental Engineer / 23422</i> <i>Traffic Control Supervisor</i> <i>Flagger</i>	<i>LA</i>	<i>03/31/2026</i> <i>03/12/2025</i> <i>03/12/2025</i> <i>08/03/2025</i>
3	<i>Nicole Dunn, P.E.</i>	<i>Meyer Engineers, Ltd.</i>	<i>Professional Civil Engineer / 44444</i> <i>Traffic Control Supervisor</i> <i>Flagger</i>	<i>LA</i>	<i>09/30/2024</i> <i>09/20/2027</i> <i>09/21/2027</i>

16. Staff Experience:

Firm employed by: <i>Meyer Engineers, Ltd.</i>				
Name	<i>Donovan P. Duffy, P.E.</i>		Years of relevant experience with this employer	<i>8</i>
Title	<i>President</i>		Years of relevant experience with other employer(s)	<i>4</i>
Degree(s) / Years / Specialization		<i>B.S. Civil Engineering 2013, Louisiana State University</i>		
Active registration number / state / expiration date		<i>41844/LA/03-31-2026</i>		
Year registered	<i>2017</i>	Discipline	<i>Civil Engineering</i>	
Contract role(s) / brief description of responsibilities		<i>Principal-in-Charge / Meets MPR No. 1</i>		
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).			
<p>Donovan P. Duffy has over twelve years of experience in Civil and Structural Engineering and Construction Management. He has extensive experience leading design and construction administration operations within a diverse range of industries and government entities. He specializes in structural engineering including analysis of existing structures and foundations, as well as design of concrete foundations, concrete structures, and steel framing for new buildings and structures. He is also involved in many fields of <i>civil engineering design including roads</i>, drainage, sanitary sewer: collection, lift stations, force mains and treatment systems, water treatment and distribution networks, environmental, and recreation. His experience in construction administration includes coordination with contractors and clients; organization, oversight, and record-keeping of pre-construction and construction progress meetings; shop drawing review; evaluation of change orders and pay requests; and various other construction coordination responsibilities. He has designed projects in accordance with DOTD’s “Roadway Design Manual”, “Hydraulics Manual”, “Bridge Manual”, AASHTO’s “Green Book”, the “Louisiana Standard Specifications for Roads and Bridges”, “American Concrete Institute Standards”, and the “AISC Manual of Steel Construction”.</p>				
<i>02/18-Present</i>	<p><i>40 Arpent Trail St. Bernard Parish:</i> Project Principal for the construction of a <i>10-foot-wide asphalt multi-use path</i> including striping, signage, and signals along the 40 Arpent Canal for approximately 8 miles from Arabi to near Alexander Avenue to the Violet Canal. <i>The multi-use path will be designed for walkers, joggers, bicyclists, skaters, and other non-motorized users.</i> The project also includes <i>two bicycle-pedestrian bridges</i> across the canal at Val Riess Park and De Bouchel Boulevard. Construction Cost: \$8.8M (EST)</p>			
<i>01/16-07/19</i>	<p><i>State Project No. H.011835: Washington Parish Sidewalks Washington Parish:</i> Project Principal for the <i>Construction Engineering and Inspection Services</i> for this Transportation Alternatives Program (TAP) project which consisted of the construction of <i>4,000 linear feet of 6-foot-wide decorative concrete sidewalks</i> along Cleveland Street, Main Street (LA 25), Pearl Street, and Jackson Street. Work also included concrete curbs, drainage, striping, and ADA ramps. The sidewalks provided a <i>non-motorized transportation link</i> in the community and will tie into the Safe Routes to School Project around the Franklinton Junior High School.</p>			
<i>03/19-11-19</i>	<p><i>State Project No. H.012783.6: WB Veterans: Severn Avenue – Clearview Parkway Jefferson Parish:</i> Project Principal for the <i>Construction Engineering and Inspection Services</i> which included pavement patching, superpave asphaltic concrete, and combination curb and gutter. The work also included cold planing asphalt pavement, concrete walks, handicap curb ramps, striping, loop detectors, guard rail, and new drainage structures. Meyer <i>worked hand in hand with</i> the Contractor, <i>DOTD</i>, and the Jefferson Parish Engineering Department. Construction Cost: \$2.8M</p>			
<i>09/23-Present</i>	<p><i>State Project No. H.014528.6: Terrace Avenue Pavement Rehab (CE&I) St. Tammany Parish:</i> Project Principal for the <i>Construction Engineering and Inspection Services</i> which includes mill, patch and overlay of Terrace Avenue from Old Spanish Trail to Ash Street in Slidell, Louisiana.</p>			



Firm employed by: <i>Meyer Engineers, Ltd.</i>			
Name	<i>Nicole Dunn, P.E.</i>	Years of relevant experience with this employer	>1
Title	<i>Civil Engineer</i>	Years of relevant experience with other employer(s)	9
Degree(s) / Years / Specialization		<i>B.S. Civil Engineering 2015, Louisiana State University</i>	
Active registration number / state / expiration date		<i>44444/LA/09-30-2024</i>	
Year registered	<i>2020</i>	Discipline	<i>Civil Engineering</i>
Contract role(s) / brief description of responsibilities		<i>Lead Project Engineer / Meets MPR No. 3</i>	
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).		
Nicole Dunn has over ten years of experience and will be the <i>Lead Project Engineer</i> . She has worked for LADOTD for the last ten years, the last seven of which she was the District Engineer for District 61 office, covering the greater Baton Rouge area and has overseen over \$500M worth of road/bridge construction contracts. She is very knowledgeable of construction management resources and is proficient in numerous construction management software programs. <i>She is a LADOTD certified Traffic Control Supervisor and Flagger.</i>			
<i>05/24-Present</i>	<i>State Project No. H.012308: Cook Road Improvements Livingston Parish: Construction Manager</i> for the Cook Road Improvements project that will widen and extend the existing roadway into a four-lane boulevard. The roadway will be separated with a grass median including intermittent turn lane openings, subsurface drainage, and sidewalk improvements on both sides of the roadway and through a roundabout at LA Hwy. 16. The project will include a pair of concrete bridges crossing Gray’s Creek as well as a large drainage installation over the crossings of Gray’s Creek tributary.		
<i>06/17-04/24</i>	<i>District Engineer (LADOTD Office) Ascension, Assumption, Iberville, and St. James Parishes: Performed all Contract Administration on LADOTD construction projects.</i> Preconstruction / Design: Identify the project scope with the designers in the earliest phases of the project, review plan sets, complete constructability reviews, and coordinate field meetings to address specific items or utility needs of the project. Construction Engineering / Construction Administration: Review project submittals, shop drawings, and coordinate traffic control needs/press releases; make adjustments for differing site conditions and complete change orders with specific attention to funding categories for estimate purposes; complete all stockpile material assessments/inputs into Site Manager throughout the progression of the project; reviewed diaries/estimates using Site Manager and Headlight; various construction tasks performed include checking drainage grades, analyzing all IRI data in Proval, and insuring plan intent and specifications are adhered to; managed inspection, construction office team, and equipment. Maintenance / Emergency Work: Emergency shift work included responding to debris events, high water, and ice/snow events; specific duties included reporting SITRep data, salting bridges, reporting impassible roadways, and overseeing aquadam installation.		
<i>12/15-06/17</i>	<i>LADOTD Road Design:</i> Designer for H.008312, LA 1042 Bridges near Greensburg (since PIH), converting projects to the current 2016 spec book. Designer for H.000263, Chef Menteur Pass Bridge and Approach using Microstation/InRoads.		
<i>06/15-12/15</i>	<i>LADOTD Pavement and Geotechnical Section:</i> Checked boring logs for soil classification accuracy. Developed soil profiles and performed pile designs on various off-system bridge projects throughout Louisiana. Assisted with multiple PDA tests on both concrete and steel piles. Worked alongside the geotechnical drill crew and the geotechnical lab.		
<i>06/14-08/14</i>	<i>LADOTD Pavement Preservation Section:</i> Created the Pavement Preservation Health Index for the 13-14 fiscal year. Collected data on the asphalt overlays used in various states in order to compare how Louisiana uses thin overlays.		



Firm employed by: <i>Meyer Engineers, Ltd.</i>			
Name	<i>David H. Dupre, P.E.</i>	Years of relevant experience with this employer	35
Title	<i>Civil Engineer/Construction Administration</i>	Years of relevant experience with other employer(s)	3
Degree(s) / Years / Specialization		<i>B.S. Civil Engineering 1984, Louisiana State University</i>	
Active registration number / state / expiration date		<i>23422/LA/03-31-2026</i>	
Year registered	<i>1989</i>	Discipline	<i>Civil Engineering</i>
Contract role(s) / brief description of responsibilities		<i>Construction Administration Support / Meets MPR No. 2</i>	
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).		
<p>David H. Dupre is a Principal and a Professional Civil Engineer, registered in the State of Louisiana. He will provide <i>construction administration support</i>. He is involved with all aspects of administering engineering projects which include client contact, cost estimates, design, quality control, construction administration, preparation of reports, plans and specifications. He participates in most facets of Civil Engineering design including roads, bridges, drainage, sanitary sewer, water and structural. He was the 2020-2021 Chairman of the Board of the American Council of Engineering Companies Louisiana (ACECL), and former New Orleans Chapter President. In 2016, he was honored in receiving the Outstanding Civil Engineer award from the New Orleans Branch of the ASCE. He is also a member of SAME, ASCE, APWA, CMAA and LES. He has designed projects in accordance with DOTD’s “Roadway Design Manual”, “Hydraulics Manual”, “Bridge Manual”, “Complete Streets Manual”, and the “Louisiana Standard Specification for Roads and Bridges”. He is certified in Local Public Agency Qualification Core Training, Construction Engineering and Inspection (CE&I) Training, Project Planning, Feasibility & Application Workshop, Project Design and Delivery Training. He completed the Designing Streets for Pedestrian & Bicycle Safety Workshop. He is a <i>LADOTD certified Traffic Control Supervisor and Flagger</i>.</p>			
<i>07/12-09/22</i>	<p><i>State Project No. H.009770: St. John Mississippi River Trail – Phase III and IV St. John the Baptist Parish:</i> Phase III: Provided <i>Construction Administration Support</i> for the <i>10’ wide asphalt multi-use trail</i> in Reserve from East 29th Street to West 10th Street. The trail which was constructed near the toe of the levee to avoid conflicts with the annual Christmas bonfires on top of the levee. The work also included a <i>pedestrian crossing</i> on River Road, drainage, benches, signage, and striping. The construction cost was \$1.3M. Phase IV: Provided Construction Administration Support for the for the <i>10’ wide asphalt multi-use trial</i> on the East Bank Mississippi River levee from Reserve to the St. James Parish line. Most of the trail is on top of the levee; however, portions of the trail are near the toe of the levee to avoid industry conflicts. The work also included drainage, a ramp, a <i>pedestrian crossing</i>, signage, and striping. The asphalt trail consisted of 4” asphalt on top of base course. The asphalt trail will accommodate Levee Board vehicles for maintenance and inspection of the levee. Construction Cost: \$2.3M</p>		
<i>11/15-12/18</i>	<p><i>State Project No. H-971845-1: Wisner Boulevard Shared Use Path Orleans Parish:</i> Project Manager for the <i>10’ wide concrete path for bicycles and pedestrians</i> along Wisner Boulevard. The path is on the Bayou St. John side of Wisner Boulevard and begins at the termination of the existing bike path, north of I-610 and ends at Esplanade Avenue. The project included coordination and design striping for street crossings of the shared use path along Bayou St. John and the implementation of future traffic signals. He <i>coordinated with</i> the City of New Orleans Public Works, New Orleans Traffic Engineering, Regional Planning Commission, <i>DOTD</i> District 02, and New Orleans City Park Officials. Construction Cost: \$410K</p>		
<i>11/16-06/18</i>	<p><i>State Project No. H.007265.6: St. Charles Avenue (LA Ave. – Calliope Street) Orleans Parish:</i> Provided <i>Construction Administration Support</i> for the <i>Construction Engineering and Inspection Services</i> for St. Charles Avenue which included pavement patching, superpave asphaltic concrete, and combination curb and gutter. The work also included cold planing asphalt pavement, clearing and resealing existing joints, concrete walks, handicap curb ramps, striping, loop detectors, temporary detour roads and tree protection. Construction Cost: \$3.6M</p>		
<i>03/12-11/13</i>	<p><i>State Project No. H.007209.6: West Esplanade/Clearview Parkway Intersection Jefferson Parish:</i> Project Engineer for the <i>rehabilitation of Clearview Parkway</i> at West Esplanade. The work included 8” thick portland cement concrete pavement restoration and a complete replacement of the drainage lines leading to the newly constructed triple barrel box culvert (278’) and new double U-turn-lane. Also included was excavation and embankment, asphalt concrete, grading, base course, concrete, <i>sidewalks</i>, lighting, signalization, water, pavement markings, guard rail systems, and utility adjustments. Construction Cost: \$3.7M</p>		



Firm employed by: <i>Meyer Engineers, Ltd.</i>			
Name	<i>Alec Simonson, P.E.</i>	Years of relevant experience with this employer	7
Title	<i>Civil Engineer</i>	Years of relevant experience with other employer(s)	0
Degree(s) / Years / Specialization	<i>B.S. Civil Engineering 2017, Louisiana State University</i>		
Active registration number / state / expiration date	<i>45838/LA/03-31-2026</i>		
Year registered	<i>2021</i>	Discipline	<i>Civil Engineering</i>
Contract role(s) / brief description of responsibilities	<i>Construction Administration Support</i>		
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).		
Alec Simonson has seven years of engineering experience and will provide Construction Administration support. He is proficient in various computer programs and has experience in document management for all project phases, creating and modifying drawings, and collaborating with engineers to ensure adherence to specifications and standards. <i>He is a LADOTD certified Traffic Control Supervisor and Flagger.</i>			
<i>05/20-Present</i>	<i>State Project No. H.011845, St. John EB Miss River Trail, Phase 4 St. John the Baptist Parish: Project Engineer</i> for the <i>Construction Inspection Services</i> for the St. John EB Miss River Trail, Phase 4. This <i>10' wide asphalt multi-use trail</i> is on the East Bank Mississippi River Levee from Reserve to the St. James Parish line. The work includes drainage, a ramp, a pedestrian crossing on River Road, signage, and striping. He <i>assists with Site Manager</i> and performs payroll review in AASHTOware. Construction Cost: \$2.3M (EST)		
<i>01/16-06/20</i>	<i>State Project H.011835.6: LA 25 Washington Parish SW, Seg B and C Washington Parish: Project Engineer</i> for the <i>Construction Inspection Services</i> for the Washington Parish Sidewalk Project in Franklinton, Louisiana. The project consisted of <i>4,000 LF of 6' wide decorative concrete sidewalks</i> along Cleveland Street, Main Street (LA 25), Ellis Street, Washington Street (LA 10), Pearl Street and Jackson Street. He <i>assisted with Site Manager</i> and performed payroll review in AASHTOware. Construction Cost: \$453K		
<i>03/19-05/20</i>	<i>State Project No. H.012783 (CE&I): WB Veterans: Severn Ave – Clearview Pkwy Jefferson Parish: Assistant Project Engineer</i> for the <i>Construction Engineering Services</i> for Westbound Veterans Boulevard (Severn Avenue – Clearview Parkway) in Jefferson Parish which included pavement patching, superpave asphalt concrete, and combination curb and gutter. The work also included cold planing asphalt pavement, concrete walks, handicap curb raps, striping, loop detectors, guard rail, and new drainage structures. He <i>assisted with Site Manager</i> and performed payroll review in AASHTOware. Construction Cost: \$2.9M		
<i>05/17-06/19</i>	<i>State Project No. H.00717: Lapalco (Victory – Westwood) Jefferson Parish: Assistant Project Engineer</i> for the <i>Construction Engineering Services</i> for the Lapalco (Victory – Westwood) project. The project included widening the four-lane section of Lapalco Boulevard from Victory Drive to Westwood Drive by adding a median. The work included clearing and grubbing, grading, drainage structures, milling, asphalt pavement, patching, class II base course, and related work. He <i>assisted with Site Manager</i> and performed payroll review in AASHTOware. Construction Cost: \$6.9M		
<i>08/15-05/18</i>	<i>State Project No. H.007331: Pakenham Drive (LA 46 – LA 39) St. Bernard Parish: Assistant Project Engineer</i> for the <i>Construction Engineering Services</i> for Pakenham Drive (LA 46 – LA 39) <i>road reconstruction</i> on Pakenham Drive, Jackson Boulevard, Courthouse Square, and Tyler Street. Work included constructing a <i>new</i> asphaltic concrete roadway with curb and gutter, sidewalks, and subsurface drainage. Work also included removing the existing roadway, and constructing traffic signals, sewer lines and water lines. He <i>assisted with Site Manager</i> and performed payroll review in AASHTOware. Construction Cost: \$5.3M		



Firm employed by: <i>Meyer Engineers, Ltd.</i>				
Name	<i>Justin Bosarge</i>		Years of relevant experience with this employer	8
Title	<i>Lead Construction Inspector</i>		Years of relevant experience with other employer(s)	9
Degree(s) / Years / Specialization				
Active registration number / state / expiration date				
Year registered		Discipline	<i>LADOTD certified in Embankment and Base Course, Portland Cement Concrete (PCC) Paving, Asphalt Paving, Structural Concrete, and a LADOTD Certified Traffic Control Supervisor and Flagger</i>	
Contract role(s) / brief description of responsibilities		<i>Lead Construction Inspector</i>		
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).			
Justin Bosarge is a <i>DOTD Certified Inspector</i> with over seventeen years of experience in road construction. He will perform <i>Construction Inspection Services</i> . He is certified in Designing Pedestrian Facilities for Accessibility, <i>LADOTD certified in Embankment and Base Course, Portland Cement Concrete (PCC) Paving, Asphalt Paving, Structural Concrete, and a LADOTD Certified Traffic Control Supervisor and Flagger</i> . He is <i>well versed in DOTD’s construction software Site Manager and HeadLight</i> .				
<i>07/21-05/22</i>	<i>State Project No. H.012338.6: Civic Center Sidewalks Terrebonne Parish: Lead Inspector</i> for the <i>Construction Engineering and Inspection Services</i> for the Civic Center Sidewalks in Terrebonne Parish which includes <i>new sidewalks</i> , driveways, handicap curb ramps, signs, and hydroseed. Meyer worked hand in hand with the contractor, DOTD, and Terrebonne Parish during plant trimming activities as well as during excavation and construction of the new sidewalks. Construction Cost: \$3.6M			
<i>05/20-Present</i>	<i>State Project No. H.011845, St. John EB Miss River Trail, Phase 4 St. John the Baptist Parish: Lead Inspector</i> for the <i>Construction Inspection Services</i> for the St. John EB Miss River Trail, Phase 4. This <i>10’ wide asphalt multi-use trail</i> is on the East Bank Mississippi River Levee from Reserve to the St. James Parish line. The work includes drainage, a ramp, a <i>pedestrian crossing</i> on River Road, signage, and striping. Construction Cost: \$2.3M (EST)			
<i>03/19-11/19</i>	<i>State Project No. H.012783.6: WB Veterans: Severn Avenue – Clearview Parkway Jefferson Parish: Lead Inspector</i> for the <i>Construction Engineering and Inspection Services</i> which included pavement patching, superpave asphaltic concrete, and combination curb and gutter. The work also included cold planing asphalt pavement, concrete walks, handicap curb ramps, striping, loop detectors, guard rail, and new drainage structures. Construction Cost: \$2.8M			
<i>11/16-07/20</i>	<i>State Project Nos. H.002263 & H.009753: Lafitte Sidewalks Phase 1 & 2 Jefferson Parish: Lead Inspector</i> for the <i>Construction Engineering and Inspection Services</i> for the Lafitte Sidewalk Projects Phase 1 & 2. Phase 1 consisted of <i>1,100 linear feet of 5-foot-wide concrete sidewalks</i> along Treasure Street. Phase 2 consisted of <i>1,600 linear feet of 5’ and 8’ wide concrete sidewalk</i> along Treasure Street and Church Street and LA 302. The work also included landscaping, curbs, drainage, striping, and ADA ramps. The sidewalks provide a <i>non-motorized transportation link</i> in the community and connect to the Town Hall, Senior Center, Post Office, and Fisher School. The projects provided connectivity between residential neighborhoods and established commercial areas and government services.			



Meyer Engineers, Ltd. (Justin Bosarge Resume) – Continued

05/17-09/19	<p>State Project No. 007175: Lapalco (Victory – Westwood), Jefferson Parish: Inspector for the Construction Engineering and Inspection Services for widening the four-lane section of Lapalco Boulevard from Victory Drive to Westwood Drive by adding a median. The work also consisted of clearing and grubbing, grading, drainage structures, milling, asphalt pavement, patching, class II base course, and related work. Duties included gathering and organizing samples and documentation for the DOTD approved sampling plan and 2059, inspecting construction activities in the field, documenting field operations in field books and Site Manager system, measuring, and verifying quantities with contractor, coordinating field testing as required, and maintaining record drawings. Construction Cost: \$6.9M</p>
11/15-12/18	<p>State Project No. H.007351: Country Drive Widening Phase A (Jeff Drive to Presque Isle Drive), Terrebonne Parish: Lead Inspector for the Construction Engineering and Inspection Services which included the complete reconstruction and widening of 7,300 LF of Country Drive. Work also included clearing and grubbing, drainage structures, cold planing asphaltic concrete, pavement patching, class II base course, superpave asphaltic concrete pavement, and traffic pavement markings. Traffic was maintained on this busy street. Construction Cost: \$3.9M</p>
11/16-08/18	<p>State Project No. H.007265.6: St. Charles Avenue (LA Ave. – Calliope Street): Lead Inspector for the Construction Engineering and Inspection Services which included pavement patching, superpave asphaltic concrete, and combination curb and gutter. The work also included cold planing asphalt pavement, clearing and resealing existing joints, concrete walks, handicap curb ramps, striping, loop detectors, temporary detour roads and tree protection. Construction Cost: \$3.6M</p>
08/15-05/18	<p>State Project No. H.007331: Pakenham Drive (LA 46 – LA 39), St. Bernard Parish: Lead Inspector for the Construction Engineering and Inspection Services which included constructing a new asphaltic concrete roadway with curb and gutter, sidewalks, and subsurface drainage. Work also included removing the existing roadway, constructing traffic signals, sewer lines and water lines. Construction Cost: \$5.3M</p>
10/16-05/18	<p>State Project No. H.001413.6 (CE&I): LA 18 (4th Street Extension – Burmaster), Jefferson Parish: Inspector for the Construction Engineering and Inspection Services for LA 18 (4th Street Extension – Burmaster). The project included new construction including grading, concrete pavement, curbs, base course, and subsurface drainage. Additional work included clearing and grubbing, drainage structures, sidewalks, landscaping, light poles, and traffic pavement markings. Duties included utilizing DOTD’s Site Manager Program and coordinating with DOTD. Also reviewed and managed shop drawings and requests for information. The final submittal package was submitted to the DOTD Construction Audit Section including Form 2059 and as-built drawings. Construction Cost: \$7.2M</p>

Firm employed by: Meyer Engineers, Ltd.				
Name	Byron Mackey		Years of relevant experience with this employer	7
Title	Construction Inspector		Years of relevant experience with other employer(s)	6
Degree(s) / Years / Specialization			B.S. Construction Management, 2009, Louisiana State University	
Active registration number / state / expiration date			N/A	
Year registered	2021	Discipline	LADOTD certified in Embankment and Base Course, Portland Cement Concrete (PCC) Paving, Asphalt Concrete Paving, Structural Concrete, and a LADOTD Certified Traffic Control Technician and Flagger	
Contract role(s) / brief description of responsibilities			Construction Inspector	
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).			
Byron Mackey is a DOTD Certified Inspector with over thirteen years of experience in road construction. He will perform Construction Inspection Services . He is LADOTD Certified in Embankment and Base Course, Portland Cement Concrete (PCC) Paving, Asphalt Concrete Paving, Structural Concrete, and is a LADOTD Certified Traffic Control Technician and Flagger. He is well versed in DOTD’s construction software Site Manager and HeadLight.				
02/23-Present	State Project No. H.013365: LA 45/LA 303 Rosethorne Path (Lafitte) Jefferson Parish: Construction Inspector for the Construction Engineering and Inspection for the path which includes an approximately 10,000’ 6’ wide concrete path along the east side of LA 45 (Jean Lafitte Blvd.) in the vicinity of Rosethorne Park and the Lafitte Fire Station. Striping, signage, and drainage modifications are included in this project. Construction Cost: \$1.2M (EST)			
01/23-Present	State Project No. H.013525: St. Bernard 40 Arpent Trail St. Bernard Parish: Construction Inspector for the Construction Engineering and Inspection Services for the construction of an approximately 47,610 LF asphalt bicycle-pedestrian path along the 40 Arpent Levee from Arabi to the Violet Canal. The project also includes construction of two bicycle-pedestrian bridges across the 40 Arpent Canal. Construction Cost: \$7.9M (EST)			
01/16-07/19	State Project No. H.011835: Washington Parish Sidewalks Washington Parish: Construction Inspector for the Construction Engineering and Inspection Services for this Transportation Alternatives Program (TAP) project which consisted of the construction of 4,000 linear feet of 6-foot-wide decorative concrete sidewalks along Cleveland Street, Main Street (LA 25), Pearl Street, and Jackson Street. Work also included concrete curbs, drainage, striping, and ADA ramps. The sidewalks provided a non-motorized transportation link in the community and will tie into the Safe Routes to School Project around the Franklinton Junior High School.			
10/16-07/18	State Project No. H.001413.6: LA 18 (4th St. Ext. – Burmaster) Jefferson Parish: Lead Inspector for the Construction Engineering and Inspection Services for the new construction on LA 18 which included grading, concrete pavement, curbs, base course, and subsurface drainage. Additional work included clearing and grubbing, drainage structures, sidewalks , landscaping, light poles, and traffic pavement markings. Construction Cost: \$7.2M			
08/15-05/18	State Project No. H.007331: Pakenham Drive (LA 46 – LA 39) St. Bernard Parish: Construction Inspector for the Construction Engineering and Inspection Services for the road reconstruction on Pakenham Drive, Jackson Boulevard, Courthouse Square, and Tyler Street. The work includes constructing a new asphaltic roadway with curb and gutter, sidewalks , subsurface drainage, removing the existing roadway, construction traffic signals, sewer lines, and water lines. He performed weekly progress meetings, negotiated, and processed change orders, updated DOTD’s Site Manage Program, and reviewed all Requests for Information (RFI). Construction Cost: \$5.3M			
03/19-11/19	State Project No. H.012783.6: WB Veterans: Severn Avenue – Clearview Parkway Jefferson Parish: Construction Inspector for the Construction Engineering and Inspection Services which included pavement patching, superpave asphaltic concrete, and combination curb and gutter. The work also included cold planing asphalt pavement, concrete walks, handicap curb ramps, striping, loop detectors, guard rail, and new drainage structures. Construction Cost: \$2.8M			
01/21-12/21	State Project No. H.009804.6: South Williams Boulevard Street Scaping Jefferson Parish: Construction Inspector for the Construction Engineering and Inspection Services for South Williams Boulevard Streetscaping which included removal of standard concrete sidewalk pavement and replacing with decorative sidewalk pavers , handicap ramps, decorative striping along with combination curb and gutter and incidental drainage. Construction Cost: \$658K			



17. Firm Experience:

PROJECT NO. 1			
Firm name	<i>Meyer Engineers, Ltd.</i>	Past Performance Evaluation Discipline(s)*	<i>CE&I/OV</i>
Project name	<i>40 Arpent Trail</i>	Firm responsibility (prime or sub?)	<i>Prime</i>
Project number	<i>State Project No. H.013525</i>	Owner's name	<i>St. Bernard Parish</i>
Project location	<i>St. Bernard Parish</i>	Owner's Project Manager	<i>Mr. Donald Bourgeois</i>
Owner's address, phone, email	<i>8201 W. Judge Perez Drive, Chalmette, LA 70043; 504.278.4280; dbourgeois@sbsp.net</i>		
Services commenced by this firm (mm/yy)	<i>02/18</i>	Total consultant contract cost (\$1,000's)	<i>\$450</i>
Services completed by this firm (mm/yy)	<i>On-Going</i>	Cost of consultant services provided by this firm (\$1,000's)	<i>\$450</i>

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

When St. Bernard Parish Government adopted its new Bicycle and Pedestrian Plan Update in 2018, it adopted a *bold vision* for establishing a *network of trails and bikeways to link together all communities in the Parish and link St. Bernard with its neighboring Parishes*. An important step in implementing this vision was taken on February 6, 2018, when the St. Bernard Parish Council voted to accept the \$3,960,000 federal grant to build the 40 Arpent Trail.

The new grant will fund construction of a *10-foot-wide asphalt multi-use path* including striping, signage, and signals along the 40 Arpent Canal for approximately 8 miles from Arabi near Alexander Avenue to the Violet Canal. The *multi-use path* will be *designed for walkers, joggers, bicyclists, skaters, and other non-motorized users*. The project also includes *two bicycle-pedestrian bridges* across the canal at Val Riess Park and De Bouchel Boulevard.

This funding is being provided by a federal grant from the Federal Highway Administration's Surface Transportation Program. The Surface Transportation Program is designed to make improvements to all forms of surface transportation including bicycle and pedestrian facilities.

Meyer is currently providing *Construction Engineering & Inspection* on the project to include asphalt and embankment, and base course. Meyer worked hand-in-hand with the contractor, DOTD District 02, and St. Bernard Parish on this project. Meyer reviewed the contractor's schedule, reviewed all requests for information and completed all close-out submittals including Form 2059 and record drawings, and performed all documentation in DOTD's Site Manager and HeadLights Program.



Team Members: David H. Dupre, P.E. | Byron Mackey
 100% of the work for this project was performed in Louisiana.

PROJECT NO. 2			
Firm name	<i>Meyer Engineers, Ltd.</i>	Past Performance Evaluation Discipline(s)*	<i>CE&I/OV</i>
Project name	<i>Civic Center Sidewalks</i>	Firm responsibility (prime or sub?)	<i>Prime</i>
Project number	<i>State Project No. H.012338.6</i>	Owner's name	<i>Terrebonne Parish Government</i>
Project location	<i>Terrebonne Parish</i>	Owner's Project Manager	<i>Ms. Joan Schexnayder, P.E.</i>
Owner's address, phone, email	<i>8026 W. Main Street, #200, Houma, LA 70360; 985.873.6727; jschex@tpcg.org</i>		
Services commenced by this firm (mm/yy)	<i>07/21</i>	Total consultant contract cost (\$1,000's)	<i>\$79</i>
Services completed by this firm (mm/yy)	<i>05/22</i>	Cost of consultant services provided by this firm (\$1,000's)	<i>\$79</i>

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

Meyer Engineers, Ltd. (Meyer) completed *Construction Engineering and Inspection Services* for Civic Center Sidewalks in Terrebonne Parish which includes *new sidewalks*, driveways, handicap curb ramps, signs, and hydroseed.

Civic Center Boulevard is a main corridor surrounding the Civic Center and includes existing landscaping that was to remain in place. Due to the sensitive nature of this location and its existing landscaping, Meyer worked hand in hand with the contractor, DOTD, and Terrebonne Parish during plant trimming activities as well as during excavation and construction of new sidewalks. Meyer reviewed the Contractor's schedule, reviewed all Requests for Information (RFI), and *coordinated with DOTD District 02* and Terrebonne Parish.



Meyer completed all close out submittals including Form 2059 and record drawings and performed all documentation on DOTD's Site Manager Program. Construction Cost: \$3.6M

Team Members: Justin Bosarge
100% of the work for this project is performed in Louisiana.

PROJECT NO. 3			
Firm name	Meyer Engineers, Ltd.	Past Performance Evaluation Discipline(s)*	CE&I/OV
Project name	Washington Parish Sidewalks	Firm responsibility (prime or sub?)	Prime
Project number	State Project No. H.011835	Owner's name	Washington Parish
Project location	Washington Parish	Owner's Project Manager	Ms. Donna Graham
Owner's address, phone, email	909 Pearl Street, Franklinton, LA 70438; 985.335.1312; dgraham@wpgov.org		
Services commenced by this firm (mm/yy)	01/16	Total consultant contract cost (\$1,000's)	\$55
Services completed by this firm (mm/yy)	07/19	Cost of consultant services provided by this firm (\$1,000's)	\$42

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

Meyer Engineers, Ltd. (Meyer) designed and provided Construction Engineering and Inspection Services for the Washington Parish Sidewalk Project in Franklinton, Louisiana.

This Transportation Alternatives Program (TAP) project consisted of 4,000 linear feet of 6-foot-wide decorative concrete sidewalks along Cleveland Street, Main Street (LA 25), Pearl Street and Jackson Street.

The work also included concrete curbs, drainage, striping, and ADA ramps. The sidewalks provide a non-motorized transportation link in the community and will tie into the Safe Routes to School project around the Franklinton Junior High School. Future phases to extend the path along Main Street (LA 25) and along Boat Ramp Road are in the conceptual design phase. The project provided connectivity between residential neighborhoods and established commercial areas and government services.



Meyer provided engineering and inspection services that included coordination with the Entity and the District, maintained field records and prepared monthly pay estimates and progress reports in DOTD's Site Manager. Meyer coordinated with DOTD as well as Washington Parish.

Team Members: David H. Dupre | Byron Mackey
100% of the work for this project is performed in Louisiana.

PROJECT NO. 4			
Firm name	<i>Meyer Engineers, Ltd.</i>	Past Performance Evaluation Discipline(s)*	<i>CE&I/OV</i>
Project name	<i>Lafitte Sidewalks Phase 1 & 2</i>		Firm responsibility (prime or sub?) <i>Prime</i>
Project number	<i>State Project Nos. H.002263 & H.009753</i>	Owner's name	<i>Town of Jean Lafitte</i>
Project location	<i>Jefferson</i>	Owner's Project Manager	<i>Mayor Timothy P. Kerner, Jr.</i>
Owner's address, phone, email	<i>2654 Jean Lafitte Boulevard, Lafitte, LA 70067; 504.689.7801; timkerner@townofjeanlafitte.com</i>		
Services commenced by this firm (mm/yy)	<i>11/14 (Ph. 1) 05/18 (Ph. 2)</i>	Total consultant contract cost (\$1,000's)	<i>\$217</i>
Services completed by this firm (mm/yy)	<i>09/19 (Ph. 1) 07/20 (Ph. 2)</i>	Cost of consultant services provided by this firm (\$1,000's)	<i>\$184</i>

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

Meyer Engineers, Ltd. (Meyer) provided conceptual, preliminary, and final design, construction engineering and resident inspection for the Lafitte Sidewalk Projects Phase 1 & 2 in Lafitte, Louisiana.

Phase 1 consisted of *1,100 linear feet of 5-foot-wide concrete sidewalks* along Treasure Street. Phase 2 consisted of *1,600 linear feet of 5' and 8' wide concrete sidewalk* along Treasure Street and Church Street and LA 302.

The work included landscaping, curbs, drainage, striping, and ADA ramps. The *sidewalks provide a non-motorized transportation link* in the community and connection to the Town Hall, Senior Center, Post Office, and Fisher School. A future phase to extend the path along a residential area of LA 45 is in the conceptual design phase.

These projects *provided connectivity* between residential neighborhoods and established commercial areas and government services. These projects were funded in part by DOTD through the Transportation Alternatives Program (TAP). Meyer provided engineering and inspection services that included coordination with the Entity and DOTD, maintaining field records and preparing monthly pay estimates and progress reports in DOTD's Site Manager. Meyer coordinated with DOTD as well as Jefferson Parish, to ensure all local and state guidelines were followed.



Team Members: Justin Bosarge | Byron Mackey
100% of the work for this project is performed in Louisiana.

PROJECT NO. 5

Firm name	Meyer Engineers, Ltd.		Past Performance Evaluation Discipline(s)*	CE&I/OV
Project name	South Williams Boulevard Streetscaping		Firm responsibility (prime or sub?)	Prime
Project number	State Project No. H.007351	Owner's name	City of Kenner	
Project location	Jefferson Parish		Owner's Project Manager	Mr. Jose Gonzalez
Owner's address, phone, email	1610 Reverand Wilson Drive, Kenner, LA 70062; 504.468.7540; jgonzalez@kenner.la.us			
Services commenced by this firm (mm/yy)	01/21	Total consultant contract cost (\$1,000's)	\$90	
Services completed by this firm (mm/yy)	10/21	Cost of consultant services provided by this firm (\$1,000's)	\$90	

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

Meyer Engineers, Ltd. (Meyer) performed **Construction Engineering and Inspection Services** for South Williams Boulevard Streetscaping which included **removal of standard concrete sidewalk pavement and replacement with decorative sidewalk pavers**, handicap ramps, **decorative striping** along with combination curb and gutter and incidental drainage.

Meyer worked hand in hand with the contractor, **DOTD**, and the City of Kenner Public Works Department. The work was performed in historic Rivertown in South Kenner on South Williams Boulevard between Airline Drive and Jefferson Highway. **Meyer** reviewed the Contractor's schedule, reviewed all Requests for Information (RFI), and **coordinated with DOTD** District 02 and City of Kenner Department of Public Works. The project required a constant presence on site. Meyer performed constant checks, provided knowledge, and communication to prevent problems.



Meyer completed all close out submittals including Form 2059 and record drawings and **completed all documentation on DOTD's Site Manager Program.**

Team Members: Byron Mackey
100% of the work for this project was performed in Louisiana.

18. Approach and Methodology:

PROJECT APPROACH

If selected, *Meyer Engineers, Ltd. (MEL)* will provide Construction Engineering and Inspection (CE&I) services for DOTD District 02, for the St. Bernard Pedestrian Improvements (CE&I) Routes LA 39 & LA 47. We understand the scope of work will including milling, overlay, base rehabilitation, and drainage structures. MEL plans to perform the work according to the following workflow:

- 1) MEL submits *Quality Control Plan* to DOTD as required upon notice of contract award.
- 2) DOTD informs MEL of DOTD coordinator
- 3) MEL contacts DOTD coordinator and forms partnering relationship and discusses requirements of IDIQ Task Orders
- 4) MEL will confirm with DOTD if any local Entity is involved and address Participation vs Non-Participation funding categories and discuss if a Entity Notice of Contract Execution is needed
- 5) DOTD informs MEL of specific IDIQ as they develop
- 6) MEL obtains contact info of all parties and reaches out to establish introductions
- 7) MEL establishes date and time for Preconstruction Meeting within 30 days of DOTD’s NOCE to the awarded contractor
- 8) *Preconstruction Meeting:* Once all contacts are made, MEL will coordinate the Preconstruction Meeting. The standard DOTD Preconstruction checklist will be utilized and adopted to fit the specific scope/items of the project. Various topics discussed at the Preconstruction Meeting will include but not be limited to:

- ✿ Agree upon start date and issue Notice to Proceed.
- ✿ Provide introduction of main team members and appropriate points of contact.
- ✿ Discuss safety and that the Contractor shall comply with all *Occupational Safety and Health Administration (OSHA)* Regulations, applicable DOTD Temporary Traffic Control standards, and Public Safety specifications.
- ✿ *Review Construction Contractor’s schedule and approve upon critical items versus contract time.*
- ✿ Discuss Assembly Period and identify time charge specifics
- ✿ Include *DOTD Compliance* representative to discuss Small Business and Disadvantage Business goals.
- ✿ Explain process of monthly pay estimates and change orders utilizing *Site Manager* and payroll submittals through AASSHTOWARE for MEL review.
- ✿ Discuss use of DOTD Request for Information (RFI) forms and emphasize Contractor input required on RFIs
- ✿ Communicate expectations in accordance with 2016 LSSRB, project plans, and special provisions of the contract.

- ✿ Discuss importance of *Sampling Plan* and the coordination of materials sampling and testing using LADOTD Standard Specs, Materials Sampling Manual, Plans, and Sampling Plan.
- ✿ Agree on frequency, time, and date of progress meetings.
- ✿ Review with the contractor compliance with the Approved Traffic Control Plan, MUTCD, public notification, and work hour restrictions of the project
- ✿ Discuss any applicable environmental topics and submittal of Storm Water Prevention Plan.
- ✿ *Outline LADOTD closeout procedures and required documents (Certificates of Compliance, Analysis, and Delivery, Certificate of Release, OCP Affidavit, Construction Layout, etc.)*
- ✿ Allow for additional questions and comments.
- ✿ Provide minutes to all team members.

- 9) MEL will issue NTP to Construction Contractor based on mutual agreement of starting date established at Preconstruction Meeting and within 30 days of DOTD's issued NOCE to the contractor as feasible. MEL Project Engineer is familiar with generating Category 1 administrative change orders to address Assembly period or NTP extensions. These are to be justified in writing by the Construction Contractor following contract administration procedures established by DOTD's HQ Construction representatives.
- 10) MEL or appropriate DBE will provide an Inspector with all applicable DOTD certifications for the specific needs of the project.
- 11) Certified Inspector, through coordination with Construction Contractor, will obtain appropriate material samples for Quality Assurance and follow the "Sampling Plan". Certified Inspector will obtain all required Certificates of Analysis/Compliance/Delivery from the Contractor throughout the course of construction.
- 12) **Certified Inspection will be available** for any off-site inspection such as concrete fabrication plants and pile fabrication.
- 13) Certified Inspectors are available and have extensive experience in the construction of embankment, drainage installation, roadway base courses, PCC paving, asphalt paving, temporary traffic control and roadway construction safety. Prepour inspections will be conducted by the certified inspector and project engineer— specifically confirming the construction contractor's layout of the plan footprint is conducive to field site conditions.
- 14) Certified Inspectors are available for the construction and rehabilitation of fixed bridges and movable bridges with inspection staff certified in bridge inspection, qualified for movable bridge inspection, and competent in mechanical, electrical, and architectural systems.
- 15) Project Engineers have extensive experience in managing DOTD projects including road construction projects, bridge construction and rehabilitation projects, for mechanical and electrical construction for movable bridges.
- 16) **Fuel/Asphalt/Steel Adjustments:** Items eligible for price adjustments in fuel, asphalt, and steel will be addressed per monthly estimate. The Project Engineer will maintain DOTD monthly publicized indices and calculate adjustments per the construction contract.
- 17) MEL will hold progress meetings as established in Preconstruction Meeting to monitor progress of work, provide status of pay estimates, address material sampling failures, possible change orders, Disadvantaged or Small Business requirements, payroll issues and all other applicable topics. "Responsible Charge" of local agency will be required to attend if Local Entity is a stakes holder.
- 18) **MEL's Project Engineer will generate monthly pay estimates** and process accordingly. Cost Disbursement will be signed by Responsible Charge of local agency if applicable and Project Engineer will route all documents and track the progress of pay estimate approval through DOTD Site Manager. These processes are to be appropriately coordinated with DOTD's coordinator, Compliance representatives, and Construction Audit.
- 19) MEL firm will utilize Construction Contractor's use of AASHTOWARE to ensure proper records are provided such as payrolls and monthly subcontractor payments. MEL will approve accordingly in accordance with DOTD's Compliance guidelines and requirements.
- 20) MEL Project Inspector will utilize DOTD Headlight and Site Manager to provide Daily Work Reports which will record daily resources (personnel and equipment), work progress, weather conditions as well as track quantities of various Line Items as well and material sample entries. All MEL procedures will be completed in compliance with DOTD's Contract Administration Manual.
- 21) **Use of Headlight:** MEL has adjusted and embraced the use of Headlight Fieldbook, Sampling Plan, and Materials to more efficiently document daily activities and accumulate quantities for final audit submittal while also fulfilling the expectations of the District lab.
- 22) Any needed **change orders** will be drafted by MEL Project Engineer and processed through Site Manager by obtaining appropriate electronic approvals and original signatures. Any Category 1 change orders will be forwarded to DOTD Headquarters for appropriate signatures for Headquarters Construction Manager, Chief of Construction Engineers as well as Chief Engineer. Appropriate change order formats and templates will be utilized in accordance with DOTD's "Shade Tree" procedures.

- 23) **Project Representation:** MEL Project Engineer will distribute project information to inquiring local officials, politicians, and members of the public. MEL firm has experience in attending municipality meetings to provide updates as necessary.
- 24) **Final Inspection:** Once all Line Items of work are completed MEL will coordinate a final walkthrough to confirm items are complete and the Certified Inspector will provide and monitor completion of punch list items for recommendation of acceptance to local authority and DOTD. To minimize the amount of punch list items during the Final Inspection, the Certified Inspector compiles Working Lists for each major item as it is completed. These Working Lists are resolved by the Contractor prior to the Final Inspection while also providing the required documents for closeout.
- 25) Project Engineer will obtain acceptance through local authority to provide in closeout documents noted below.
- 26) Once work is completed and project is accepted, the Project Engineer, through assistance of the certified inspector will accumulate all **closeout documents** for final submission to Auditing Division. Close out documents will be submitted in accordance with DOTD standard check lists and in accordance with DOTD's Contract Administration Manual. Such documents will include but not be limited to:
- ✦ Final Estimate
 - ✦ Signed Reconciliation of Weather and Working Day Report.
 - ✦ **Change Orders with original signatures.**
 - ✦ Any original documents such as OCP insurance statements
 - ✦ Certificates of Release.
 - ✦ Correspondences.
 - ✦ **2059 Sampling Plan with any dispositions/errors/omissions.** Any dispositions/errors/omissions will be noted and signed by the Project Engineer.
 - ✦ **Record (As-Built) drawings.**
 - ✦ **Acceptance Resolution from local authority.**
 - ✦ Construction Layout Book or notarized letter indicating layout was performed appropriately.

RESOURCES

Certifications: MEL's Project Engineer has the Traffic Control Supervisor and Flagger certifications. MEL's inspectors are certified in Traffic Control Supervisor or Technician, and Flagger and also have certifications in Embankment and Base Course, PCC Paving, Asphalt Paving, and Structural Concrete.

Handicap Ramps (if applicable): ADA provides strict guidelines as to the acceptance of these unique sidewalks to provide for the safety and well-being of certain disadvantaged individuals. **MEL Inspectors to be used on this type of work have completed various programs and seminars and have a thorough understanding of the Types of ramps designed being diagonal or direct.** To better implement proper Quality Assurance, the MEL Certified Inspector will hold preliminary field meetings with Construction Contractor's resources to discuss the intricacies and the plan of approach to best understand and implement the complexities of the work associated. Differing site conditions for Handicap Ramps are addressed in accordance with DOTD standards referencing FHWA's ADA guidelines, DOTD's Construction Coordinator, the Responsible Charge, and the plan designer as needed.

Use of smart levels: While considered conventional the use of a smart levels is utilized to not only measure longitudinal and transverse slopes but will be utilized to measure slope "breaks" between the different sections of the handicap ramp system (ramp, landing, flares, sidewalk) and asphalt paths.

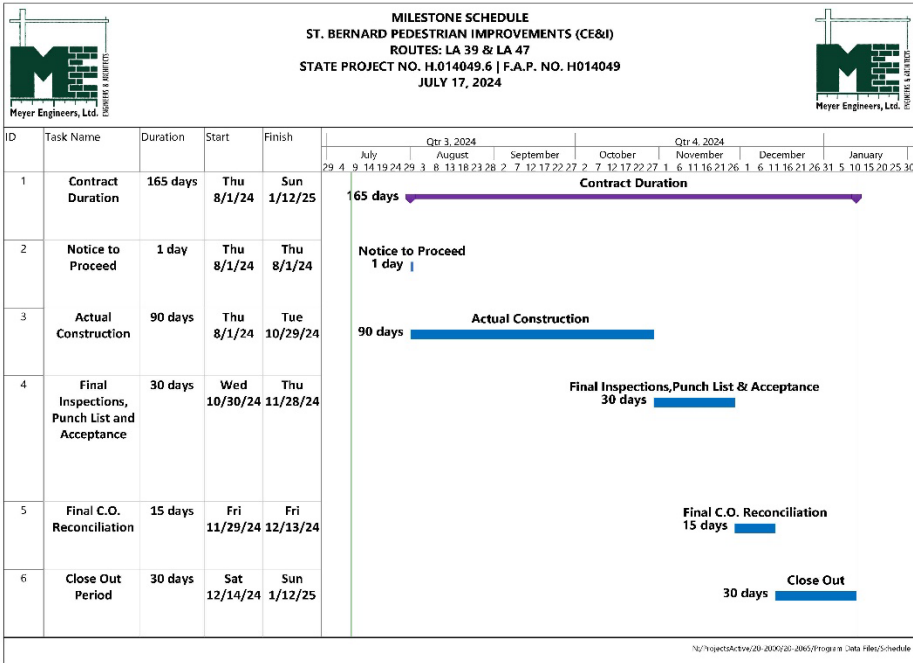
Electronic Field Books: As noted previously in #10 the use of Electronic Field Books has become more popular with DOTD and found to help with efficiency of final audit. MEL Certified Inspectors have become familiar with and proficient in the use of this method of recording line-item quantities.

Virtual Meetings: Virtual meetings have been found to be effective while allowing all team members to participate in progress meetings to maintain status of the project. Use of virtual meetings will be used as needed without reducing appropriate attention to the project construction site.

SAFETY

As part of Thompson Engineering, Thompson and MEL emphasize safety as part of our company culture. Each meeting begins with a safety and quality moment. MEL has a Safety Director on staff that works under Thompson’s Safety Director, Mike Schumaker. MEL has placed the safety and health of its employees as well as the Contractors at the top of all priorities. From the beginning of employment, every employee is taught to always think safety, and to conduct himself or herself in a manner that reflects favorably on them. We must be safety conscious to avoid endangering ourselves, and others, and to help new employees learn safe work practices. This includes proper clothing, protective equipment, proper housekeeping, proper vehicle and equipment use, and first aid training. Additionally, MEL strongly emphasizes safety awareness off the job as well. Furthermore, Health and Safety Plans are required to work in some areas of the projects due to potential contaminants. MEL will ensure this is followed without question.

SAMPLE PROJECT SCHEDULE

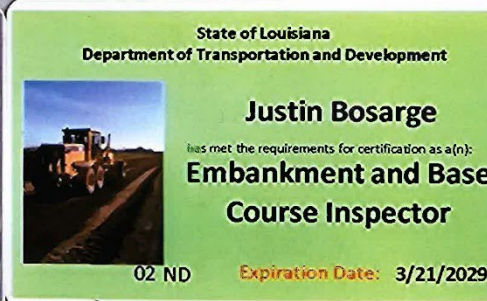
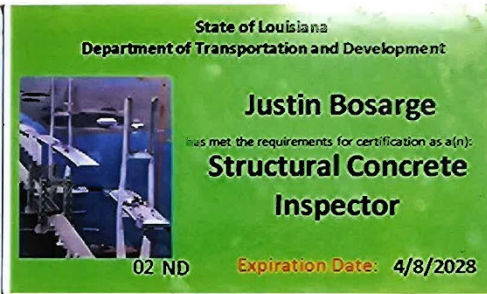


19. Workload:

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**
<i>Meyer Engineers, Ltd.</i>	<i>CE&I/OV</i>	<i>#4400017430 H.001498</i>	<i>LA 24 & LA 316: Company Canal Bridge (CE&I)</i>	<i>\$136,455</i>
<i>Meyer Engineers, Ltd.</i>	<i>CE&I/OV</i>	<i>#4400021186 H.013520</i>	<i>Barringer Drive Sidewalks</i>	<i>N/A</i>
<i>Meyer Engineers, Ltd.</i>	<i>Road</i>	<i>#4400023075 H.013522</i>	<i>S. Lewis Street Widening</i>	<i>\$176,694</i>
<i>Meyer Engineers, Ltd.</i>	<i>CE&I/OV</i>	<i>#4400024988 H.006457.6</i>	<i>Roundabout @ PR 929 and Parker Road</i>	<i>N/A</i>
<i>Meyer Engineers, Ltd.</i>	<i>CE&I/OV</i>	<i>#4400027338 H.014528.6</i>	<i>Terrace Avenue Pavement Rehabilitation (CE&I)</i>	<i>\$103,470</i>
<i>Meyer Engineers, Ltd.</i>	<i>CE&I/OV</i>	<i>#4400025412 H.006459.6 (CE&I)</i>	<i>Roundabout Churchpoint Road and Roddy Road (CE&I)</i>	<i>\$80,558</i>
<i>Meyer Engineers, Ltd.</i>	<i>CE&I/OV</i>	<i>#4400025702 H.013813.6 (CE&I)</i>	<i>Vintage Drive Multi Use Path: Power – Wilson (CE&I)</i>	<i>\$75,568</i>
<i>Meyer Engineers, Ltd.</i>	<i>CE&I/OV</i>	<i>#4400024021/#4400024022 H.015028 / H.002264</i>	<i>Bayou Barataria MB Replacement, Phase I (CE&I) Bayou Barataria MB Replacement (CE&I)</i>	<i>\$179,038</i>
<i>Meyer Engineers, Ltd.</i>	<i>Road</i>	<i>#4400027183 H.016012 – Task 1</i>	<i>IDIQ Contract for Design of Transportation Alternatives Projects Statewide</i>	<i>\$49,532</i>
<i>Meyer Engineers, Ltd.</i>	<i>CE&I/OV</i>	<i>#4400023076 H.014048</i>	<i>S. Tangipahoa Roads Pavement Rehab (CE&I)</i>	<i>\$498,118</i>

20. Certifications/Licenses:

If the advertisement requires submission of licenses and/or certificates, include them here. **Otherwise, leave this section blank.**



21. QA/QC Plan:

N/A

22. Sub-consultant Information:

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

23. Location:

N/A