

**Project: General Civil Engineering Services,
Island of Kauai**

Project No.: HWY-K-CE2020-01

SCOPE OF SERVICES:

The CONTRACTOR shall provide general civil engineering services as specified on an “as-required” basis. Project Assignments and actual scopes of work shall be determined by the STATE. The CONTRACTOR shall be available to discuss the Project Assignments and the associated scopes of work within forty-eight (48) hours after being notified by the STATE. Project Assignments will be in support of Federal-aid and/or State-funded projects being designed by the Highways Division, Department of Transportation.

Multiple project Assignments may be assigned within a short time span. The total amount for the Project Assignments shall not exceed the sum of FIVE MILLION AND NO/100 DOLLARS (\$5,000,000.00). Since the CONTRACTOR’s services are to be provided on an “as required” basis, the amount of services requested by the STATE may be less than presently anticipated. The STATE makes no guarantee whatsoever as to the minimum amount of CONTRACTOR’s services that will be required under this Agreement and no fee adjustment will be made if the amount of services requested is less than anticipated.

Work assignments will be issued to the consultant on an as-required basis and compensation will be based on agreed rates. Such work assignments shall be completed within the time period determined by the Highways Division.

Initially, the CONTRACTOR’s services may be required to produce construction plans, specifications, and/or estimates associated with highway work. The CONTRACTOR shall provide all civil engineering services necessary to complete each Project Assignment including, but not limited to the following:

1. Conducting field investigations.
2. Obtaining and reviewing “as-built” plans and records on file with the Highways Division, Department of Transportation, and “as-built” plans with other agencies and utility companies.
3. Coordinating all activities with the Highways Division and attending all project coordination meetings concerning the work required under the Project Assignments.
4. Coordinating all work with applicable government agencies and utility companies.
5. Preparing construction plans, specifications, and estimates (PS&E) for various roadway related projects in accordance with State Highways and Federal Highway procedures and requirements.

6. Providing services during bidding and providing design support services during construction.
7. Ensuring that all design work conforms to all: (1) applicable standards and guidelines contained in the latest edition of pertinent AASHTO Publications and design criteria of the Highways Division, latest edition of AASHTO's A Policy on Geometric Design of Highways and Streets, latest edition of Hawaii Statewide Uniform Design Manual for Streets and Highways, latest edition of AASHTO's Roadway Lighting Design Guide, Americans with Disabilities Act, and other appropriate documents; and (2) good engineering practice and judgment.

TOTAL PROJECT TIME:

Term of the contract will be for not to exceed five (5) years from date of Notice to Proceed.