

Statewide Limited Services Term Contracts – Design

The Virginia Department of Transportation anticipates issuing a Request for Proposal (RFP) to consulting engineering firms who wish to be considered to provide statewide design services for the VDOT's Location and Design Division.

Below is a list of anticipated standard labor classifications for the contract. Also provided is a list of other anticipated labor classifications and a brief description of each. This is an advance copy and is subject to change. A final list of proposed labor classifications will be provided in the advertised RFP.

Anticipated Standard Labor Classifications:

1. Sr. Engineer - Roadway
2. Engineer - Roadway
3. Jr. Engineer - Roadway
4. Sr. Engineer - Hydraulics
5. Engineer - Hydraulics
6. Jr. Engineer - Hydraulics
7. Sr. Engineer - River Mechanics
8. Engineer - River Mechanics
9. Jr. Engineer - River Mechanics
10. Sr. Engineer - In Plan Utilities
11. Engineer - In Plan Utilities
12. Licensed Surveyor
13. Senior Survey Technician
14. Survey Crew Chief
15. Instrument Person
16. Rod Person
17. Researcher
18. Senior Survey Photogrammetrist
19. Survey Photogrammetrist
20. Scanner Field Technician
21. LIDAR Specialist
22. SUE Engineer
23. SUE Crew Chief
24. SUE Field Technician
25. GPR Technician
26. Senior S&B Engineer
27. S& B Engineer
28. Junior S&B Engineer
29. Construction Engineer
30. Environmental Permit Compliance Inspector
31. Sr. Engineer - Traffic
32. Engineer - Traffic
33. Jr. Engineer - Traffic

34. Data Analyst
35. Traffic Analyst
36. Senior ITS Engineer/ Specialist
37. ITS Engineer/Specialist
38. Senior Geotechnical Engineer
39. Geotechnical Engineer
40. Junior Geotechnical Engineer
41. Senior Geologist
42. Geologist
43. Senior Materials Engineer
44. Materials Engineer
45. Jr. Materials Engineer
46. Project Manager
47. Contract Manager
48. Administrative Assistant
49. Senior Public Relations Specialist
50. Public Relations Specialist
51. Junior Public Relations Specialist
52. CADD Technician
53. Sr. Planner
54. Planner
55. Jr. Planner
56. Sr. Modeller
57. Modeller

Other Anticipated Classifications

#	Classification	Responsibilities	Qualifications
1.	Environmental Scientist - NEPA	Provides technical support on small and large scale task assignments, including writing portions of NEPA documents and technical reports, conducting wetland delineations, stream assessments, HazMat evaluations, agency coordination of rare, threatened and endangered species (RTEs), traffic studies, and socioeconomic assessments	Demonstrated ability to apply science and technical expertise in conducting research, fieldwork, data collection.
			Typically would possess more than 5 years of related experience and capable of acting in a field lead capacity for data collection and monitoring.
			BS in Environmental Science, Planning, or related field
2	Regulatory Specialist	Ensures compliance with Section 404/401 regulatory permitting, wetland delineations, environmental assessments and compensatory mitigation	Typically would possess more than 5 years of related experience with Section 404/401, regulatory permitting, wetland delineations, environmental assessments and compensatory mitigation

		Will lead the regulatory team in identifying permit and project compliance strategies	Knowledge of state and federal permit procedures and NEPA document compliance
			BA/ BS degree in environmental science, ecology, environmental studies or a related field is required
			Ability to communicate effectively orally and in writing with diverse audiences
3	Sr. Landscape Architect	Develops landscaping designs for a wide range of transportation and roadway projects.	Progressively responsible experience in landscape architecture design and functional area project management, to include responsible charge oversight, in transportation or transportation related project development. Extensive project portfolio demonstrating professional credentials. Virginia registration/licensure as a professional landscape architect.
		As necessary and appropriate, attends VDOT Public Hearings and Informational Meetings, project scoping, pre-construction conferences and field visits to gather information, develop, and refine design concepts.	Typically would possess more than ten (10) years of related experience.
		Takes timely and appropriate action to resolve difficult problems. Provides commentary and mitigation resolution for difficult landscape architecture project issues.	Demonstrated experience applying landscape architecture design criteria, basic storm water management regulations, construction methods, MS4 Regulations, standards and specifications and materials in the development of complex and simple transportation and roadway construction projects.
		Maintains quality of work products for design projects, estimates and documentation; performs required checks throughout the project development process. Ensures project deliverables are accurate and correct in concept and content.	Demonstrated experience applying local, state and federal transportation rules, regulations, specifications and standards.
		Serves as responsible charge professional for designs prepared by self or others under his or her direction (signing and sealing).	Skill in the use of computers and software applications to include design software.
		Manages all landscape architecture aspects of multiple projects. Assigns project work to Landscape Architects, Junior Landscape Architects, and CADD Technicians.	Ability to communicate effectively orally and in writing with diverse audiences.
		Establishes, monitors, and updates aspects of project schedules and budgets related to functional area responsibilities, as may be requested	Ability to effectively plan and schedule work.
		Ensures landscaping plans are developed in accordance with AASHTO Policy, NEPA findings, MS4 Regulations, and	Bachelor's degree in Landscape Architecture is required. Advanced degree in Environmental

		using VDOT's Standards, Policies and Procedures.	Planning, Construction, or Landscape Architecture are preferred.
		Oversees and/or completes design tasks in MicroStation, GEOPAK \ Open Roads, and/or other applicable design software programs approved for use by VDOT, as well as other non-CADD applications.	
		Coordinates the flow of discipline specific information, both verbally and in writing, to and from project stakeholders to ensure timely and proper project development.	
		Ensures electronic project files are archived in ProjectWise at proper stages of plan development	
		Provides oversight during project construction to ensure proper implementations and establishments based on visual inspection, and a working knowledge of current Codes, Regulations and Special Provisions.	
4	Landscape Architect	Develops landscape architecture designs for a wide range of transportation projects.	Progressively responsible experience in landscape architecture design and functional area project management, to include professional charge oversight, in transportation or transportation related project development. Virginia registration/licensure as a professional landscape architect.
		Computes quantities and prepares functional area plan assemblies for project milestones from scoping to construction advertisement.	Typically would possess a minimum of six (6) years of related experience
		As necessary and appropriate, attends project scoping, pre-construction conferences and field visits to gather information, develop and refine design concepts.	Demonstrated experience applying landscape architecture design criteria, basic storm water management regulations, MS4 Regulations, construction methods, standards and specifications and materials in the development of complex and simple transportation and roadway construction projects.
		Takes timely and appropriate action in helping to resolve difficult problems.	Demonstrated experience applying local, state and federal transportation rules, regulations, specifications and standards.
		As assigned, manages various aspects of multiple landscape architecture design projects to completed project delivery.	Skill in the use of computers and software applications to include design software.
		Establishes, monitors, and update aspects of project schedules and budgets as related to functional area responsibilities, as may be requested.	
		Ensures landscape architecture plans are developed using AASHTO Policy and VDOT's Standards, Policies and Procedures.	Ability to communicate effectively orally and in writing with diverse audiences.
		On less complex projects, or in the absence of a senior landscape architect, serves as	Ability to effectively plan and schedule work

		responsible charge professional for designs prepared by self or others under his direction (signing and sealing.)	
		Maintains quality of work products for design projects, estimates and documentation; performs required checks throughout the process. Ensures project deliverables are accurate and correct in concept and content. Possesses working knowledge of a variety of Landscape Architectural treatments.	Bachelor's degree in Landscape Architecture
		Completes design tasks in MicroStation, GEOPAK \ Open Roads, and other applicable design software programs approved for use by VDOT, as well as other non-CADD applications.	
		Coordinates the flow of discipline specific information, both verbally and in writing, to and from project stakeholders to ensure timely and proper project development.	
		Ensures electronic files are archived in ProjectWise at proper stages of plan development.	
		Provides oversight during project construction to ensure proper implementation and establishment based on visual inspection, and a working knowledge of current Codes, Regulations, and Special Provisions.	
5	Jr. Landscape Architect	Under the direction and supervision of Senior Landscape Architect/Landscape Architect, develops landscape architectural designs.	Experience applying landscaping design criteria, basic storm water management regulations, construction methods, standards, specifications and materials.
		Computes quantities and prepare plan assemblies.	Typically would possess up to six (6) years of related experience.
		As directed, participates in field visits to gather information to develop design concepts.	Experience applying landscape architecture principles related to transportation project design.
		Designs various landscaping elements of projects.	With supervision, able to interpret and apply local, state and federal transportation rules, regulations, specifications and standards.
		Develops landscape architecture plans using AASHTO Policy and VDOT's Standards, Policies and Procedures.	Skill in the use of computers and software applications to include design software.
		Completes landscape architecture design tasks in MicroStation, GEOPAK \ Open Roads, and other design software programs approved for use by VDOT, as well as other non-CADD applications.	Ability to communicate effectively orally and in writing with project team.
		As directed, coordinates the flow of information, both verbally and in writing, to and from project stakeholders to ensure timely and proper project development.	Bachelor's Degree in Landscape Architecture.
		Ensures electronic files are archived at proper stages of plan development.	

		Maintains quality of project development deliverables produced by his/her functional team; performs required checks throughout the project development process.	
6	Environmental Specialist – NEPA Air & Noise	Responsible for managing the development of a wide range of complex air and/or noise studies, including calculation, scope modeling, research, reports, budget/cost estimate creation with monitoring and scheduling	BS or higher in Engineering or related Science is preferred
		Determine data collection methods to obtain project-required information	Typically would possess more than 7 years of related experience; MS in engineering or related science may substitute for 2 years of experience
		Plans, directs, and coordinates the development of project-level air and/or noise studies to ensure that project objectives are accomplished within prescribed time frame and funding parameters while coordinating with client representatives and managing air quality and/or noise abatement staff	
		Responsible for all facets of a task or discipline of the project while providing technical guidance to less experienced personnel on specific tasks	
		Construct complex environmental tables using spreadsheet, database and word processing software	
		Develop complex environmental reports to summarize project descriptions applicable regulatory requirements, analysis methodologies and assumptions, findings, and conclusions.	